

**REGULAR MEETING
TOWN BOARD
TOWN OF STEPHENTOWN
NOVEMBER 19, 2018**

The Regular meeting of the Town Board, Town of Stephentown was called to order by **Lawrence Eckhardt** at **7:04 PM** at the Town Hall.

MEMBERS PRESENT:

(X) Supervisor Lawrence Eckhardt
(X) Councilman Philip Roder
(X) Councilman William Jennings
(X) Councilman Gerald Robinson
() Councilman Pam Kueppers
(X) Town Clerk Stephanie Wagar

(X) Highway Superintendent, Alden Goodermote
() Town Justice, John Meekins
() Deputy Code Enforcement Officer, Owen Cassavaugh
(X) Assessor, Jennifer VanDeusen

A quorum was wasn't established.

10 from the Public were present

AUDIT OF CLAIMS:

- Claim #**320-18** through #**354-18** in the amount of **\$15,139.30** from the **General Account**
- Claim #**189-18** through # **207-18** in the amount of **\$66,845.55** from the **Highway Account**
- For a **Total of \$81,984.85** were audited and approved by the Town Board.

MOTION BY: ROBINSON **SECONDED BY: JENNINGS**
VOTES OF: 4 AYE 0 NAY

Minutes of the **OCTOBER 15, 2018 Regular Meeting** were approved by the Town Board as written.

MOTION BY: RODER **SECONDED BY: ROBINSON**
VOTES OF: 4 AYE 0 NAY

Minutes of the **OCTOBER 22, 2018 Public Hearing on Draft Stephentown Comprehensive Plan** were approved by the Town Board as written.

MOTION BY: ROBINSON **SECONDED BY: JENNINGS**
VOTES OF: 4 AYE 0 NAY

Minutes of the **OCTOBER 22, 2018 Public Hearing on 2019 Preliminary Budget** were approved by the Town Board as written.

MOTION BY:RODER **SECONDED BY: ROBINSON**
VOTES OF: 4 AYE 0 NAY

TOWN CLERKS REPORT: The Town Clerk turned over the sum of **\$855.77** to the Supervisor for the month of **October 2018**.

JUSTICE COURT REPORT: The distribution from the office of the State Comptroller, Justice Court Fund to the Town of Stephentown for the month of **July 2018** was \$_____ and for the month of **August 2018** was \$_____ and for the month of **September 2018** was \$_____ and for the month of **October 2018** was \$_____.

TRANSFER STATION REPORT: The Transfer Station deposited a total of **\$10,399.00** for the month of **SEPTEMBER 2018**.

Bags: \$4,483.00	C&D: \$2,411.00	Metal: \$9.00	Tires: \$106.00
Stickers: \$3,085.00	Appl.: \$105.00	Propane Tanks: \$10.00	Electronics: \$190.00

ACCOUNT TOTALS:

GENERAL \$197,507.30

GENERAL RESERVE FUND \$184,590.07

BEACON ESCROW \$ 885.19

HIGHWAY \$444,624.31

HIGHWAY RESERVE FUND \$ 440,744.84

BEACON ESCROW FOR PLANT (BOND) \$5,000 & \$70,000.

MEETING OPEN TO PUBLIC COMMENT:

REPORT FROM THE TOWN BOARD:

RESOLUTION #53 – 18

**2019 MATERIALS BID TO COMPLETE ROAD WORK AND
MAINTENANCE OF TOWN ROADS**

WHEREAS: there is a need to purchase materials to complete the Town Road work, and

WHEREAS: the Town Board authorizes the Town Clerk to advertise for such bids, now therefore be it,

RESOLVED: that the Town requests sealed bids on these materials. Bid specs will be available at the Town Clerk's Office beginning Monday, November 26, 2018, be it further

RESOLVED: that all sealed bids with a non-collusion form are due to the Town Clerk's Office by 7:00PM on Friday, December 14, 2018. Mailed or delivered to the Town Clerk at 26 Grange Hall Road in Stephentown, NY 12168.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

RESOLUTION #54 – 18

**AUTHORIZING THE EXTENTION OF THE SERVICE AGREEMENT WITH THE
EASTERN RENSSELAER COUNTY SOLID WASTE MANAGEMENT (ERCSWMA)**

WHEREAS: The Eastern Rensselaer County Solid Waste Management Authority (ERCSWMA) manages Municipal Solid Waste programs, Household Hazardous Waste programs and Education programs; and

WHEREAS: The Eastern Rensselaer County Solid Waste Management Authority service agreement with the Town of Stephentown is coming to an end on December 31, 2018 and the Eastern Rensselaer County Solid Waste Management Authority Board of Directors has determined that due to large projects currently in progress, that it would be in the best interest and benefit of the Town of Stephentown to extend this service agreement for one year to further pursue these projects; and

WHEREAS: The Eastern Rensselaer County Solid Waste Management Authority service agreement with the Town of Stephentown would remain unchanged from the current agreement; and

WHEREAS: it is necessary that a Contract by and between the Eastern Rensselaer County Solid Waste Management Authority, herein called ERCSWMA, and the Town of Stephentown be executed; now therefore be it

RESOLVED: by the Members of the Town Board of the Town of Stephentown to extend the ERCSWMA service agreement from January 1, 2019 – December 31, 2019.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

RESOLUTION #55 – 18

ADVERTISE FOR APPOINTED POSITIONS FOR THE YEAR 2019

WHEREAS: the Town Clerk is authorized to advertise for all appointed positions with their salary, that are expiring or vacant on December 31, 2018, now therefore be it

RESOLVED: that the Town Clerk advertise requesting applications for appointed positions for 2019, with a deadline of Friday, December 14, 2018 at 7:00 PM.

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

RESOLUTION #56 – 18

ADVERTISE 2019 CLEANER FOR TOWN HALL

WHEREAS: there is a need to advertise for Town Hall cleaning, with present term to expire on December 31, 2018, now therefore be it

RESOLVED: that the Town Clerk is authorized to advertise for this position for the year 2019. Resumes and letters of interest due to the Town Clerk by Friday, December 14, 2018 at 7:00 PM. Delivered to the Town Hall or mailed to 26 Grange Hall Road, Stephentown, NY

MOTION BY: **SECONDED BY:**
VOTES OF: **AYE** **NAY**

RESOLUTION # 57 -18
POSITION.

STANDARD WORKDAY HOURS FOR EACH ELECTED OR APPOINTED

WHEREAS: the State retirement law requires that the town board establish standard work days for each position for the purposes of reporting to the retirement system, now therefore be it

RESOLVED: that the Town board of Stephentown sets the following standard workday hours:
Highway Superintendent and highway dept. employees 8 hours per day

All elected officials (*except* Highway Superintendent) –
Council, Town Clerk, Town Supervisor, Tax Collector, Town Justices 6 hours per day

All other appointed positions 6 hours per day

And further be it

RESOLVED: That the town of Stephentown will report the officials to the New York State and Local Retirement System based on their record of activities (ROA Calendars):

- Highway Superintendent 34.89 days
- Supervisor 3.55 days
- Deputy Code Enforcement/Zoning 11.19 days
- Court Clerk 7.95 days
- Bookkeeper 5.14 days
- Town Clerk 19.87 days
- Town Board Member Kueppers 4.09 days
- Assessor 10.94 days
- Deputy Assessor 3.83 days
- Deputy Tax Collector 1.51 days
- Town Justice Grant 8.06 days

The Town will also report the following who have elected to participate in the New York State and Local Retirement System and have not yet submitted their record of activities (ROA Calendars):

- Tax Collector
- Dog Control Officer

MOTION BY: **SECONDED BY:**
VOTES OF: AYE NAY

RESOLUTION # 58- 18

PUBLIC HEARING ON AMENDING LOCAL LAW 1 of 2010 GRIEVANCE DAY

WHEREAS: the Assessor has requested the Town Board to amend Local Law 1 of 2010 on Setting a Day for Grievance Day, and

WHEREAS: the Assessor would like to hold Grievance day on the 4th Wednesday in May, now therefore be it

RESOLVED: the Town Board hereby calls for a public hearing to be conducted on the proposed amendment to local law 1 of 2010 which will be held on _____ at _____ p.m. at Town Hall, 26 Grange Hall Road, Stephentown, NY 12168.

MOTION BY: **SECONDED BY:**
VOTES OF: AYE NAY

RESOLUTION # 59-18

PUBLIC HEARING ON LOCAL LAW TO EXTENDING THE DEADLINE FOR SENIOR CITIZENS EXEMPTION

WHEREAS: the State requires a Local Law for municipalities to extend the deadline for Senior Citizens Exemptions, and

WHEREAS: the Assessor has requested the Town Board to adopt a Local Law to extend the filing deadline, now therefore be it

