

REGULAR MEETING OF THE TOWN BOARD

**TOWN OF STEPHENTOWN
26 GRANGE HALL ROAD,
STEPHENTOWN, NEW YORK 12168
MAY 20, 2024**

The Regular meeting of the Town Board, Town of Stephentown was called to order by **Supervisor P. Roder** at **7:00 PM** at the Town Hall.

MEMBERS PRESENT:

(X) Supervisor Philip (PJ) Roder

(X) Council Diana Clark

(X) Council Kyle Kidney

(X) Council John E. DeFreest Jr.

(X) Council Tammy Madden

(X) Town Clerk Stephanie Hoffman

(X) Alden Goodermote, Highway Superintendent

() Jennifer Van Deusen, Assessor

(X) Craig Crist, Town Attorney

A quorum (X) was () wasn't established.

2 from the Public were present

AUDIT OF CLAIMS:

- Claim #105-24 through #132-24 in the amount of \$14,164.16 to be approved from the **General Account**
- Claim #74-24 through #86-24 in the amount of \$161,437.34 to be approved from the **Highway Account**
- For a **Total of \$175,601.50** audited and approved by the Town Board.

MOTION BY: CLARK

SECONDED BY: DEFREEST JR.

VOTES OF:

5 AYE

0 NAY

0 ABSTAINED

Minutes of the **April 15, 2023 Regular Town Board Meeting** were approved by the Town Board as written.

MOTION BY: KIDNEY

SECONDED BY: DEFREEST JR.

VOTES OF:

5 AYE

0 NAY

0 ABSTAINED

TOWN CLERKS REPORT: The Town Clerk turned over the sum of **\$1,431.79** to the Supervisor for the month of **APRIL 2024**.

JUSTICE COURT REPORT: The distribution from the office of the State Comptroller, Justice Court Fund to the Town of Stephentown for the month of **January 2024** the Town received **\$1,323.00**.

TRANSFER STATION REPORT: The Transfer Station deposited a total of **\$7,295.00** for the month of **MARCH 2024**.

Bags: **\$4,824**

C&D & Metal: **\$1,554**

Tires: **\$102**

Stickers: **\$539**

Appl. & Electronics: **\$277**

Propane Tanks: **\$0**

The Transfer Station deposited a total of **\$6,381.00** for the month of **APRIL 2024**.

Bags: **\$4,280**

C&D & Metal: **\$1,744**

Tires: **\$92**

Stickers: **\$135**

Appl. & Electronics: **\$95**

Propane Tanks: **\$35**

ACCOUNT TOTALS:

GENERAL \$1,025,266.67 **HIGHWAY \$1,555,316.34**
GENERAL RESERVE FUND \$912,730.94 **HIGHWAY RESERVE FUND \$744,652.70**
BEACON ESCROW \$ 885.19 **BEACON ESCROW FOR PLANT (BOND) \$5,000 & \$70,000.**
ARPA \$186,139.71 – earmarked for the Madden Road Bridge Repair/replacement

MEETING OPEN TO PUBLIC COMMENT:

Reminders to All Participants who would like to speak: (this meeting is on Live Stream and is being recorded)

- *Raise your hand prior to speaking*
- *Announce your name and the Town you reside in.*
- *There is a 3-to-5-minute window for each speaker per Resolution 1 of the fiscal year*
- *Any disruptive conduct will be addressed at any meeting if the Town Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible. The Chair (Town Supervisor) may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its business.*

Discussion regarding a refrigerator for the Youth Commission to use at the Fire Hall during the Summer Camp Program. Supervisor Roder reported that the current one at the Town Hall would be moved to the Fire Hall for the Youth Commission use and Town Clerk Hoffman is going to order a new one for the Town Hall by July 1st. Library Director Roppolo reported that the Summer Camp programming is in the works and that the library is working on getting the Town listed as an additional insured with the insurance company.

J. Peabody provided April’s Fire Department Call Report:

FIRE DEPARTMENT REPORT FOR APRIL 2024	
EMS with Transport:	13
EMS without Transport:	3
Motor Vehicle with Injury – Transport:	1
Motor Vehicle no injury:	1
Mutual Aid Given EMS:	1
Structure Fire:	2
Vehicle Fire:	1
Good Intent:	2
Call Cancelled:	1
False Alarm – system malfunction:	1
Weather – Wires Down/Tree in Road:	14
Special Incident – other:	2
Cover Assignment/Standby:	1
Monthly Total:	43
YTD:	147

Discussion regarding the mandatory AED requirement from NYS for Summer Youth Programs – Supervisor Roder requested J. Peabody meet with him in regards to the requirements and finding options for purchasing an AED prior to the start of summer camp. J. Peabody reported that she would be able to provide the required training through the Fire Department.

Council Defreest Jr. requested the assistance of the community, the Veteran’s are looking to update the monument at the park and looking for veterans in the community that have served during the International War of Terror, only requirement is a copy of their discharge slip with dates for proof. The Veterans’ are also seeking help in regards to the flowers and gardens, looking for possibly a gardening club, 4H, possibly the Youth Commission, or anyone that could give us some insight on what is a weed and what’s a flower.

Council T. Madden cleaned out the weeds at the Town Park.

Supervisor Roder provided an update on the NYSERDA Clean Energy Grant. The Town has met tier I which allocated \$5,000.00 in grant funds toward an energy audit at the Town Hall. We have met tier II which awards an additional \$10,000.00 in grant funds for energy efficient updates, and the Town was designated a Clean Energy Community which awarded an additional \$5,000.00 in grant funds for energy updates. The Town Board, County and the Fire Department are working on getting 911 signs, the program will be voluntary, people can choose to put a sign up or not, currently looking into funding options.

Council Clark reminds the public that the Town Clean Up Day will be held on Friday, June 7, 2024 from 11:00AM to 7:00PM.

RESOLUTION NUMBER 27 OF THE YEAR 2024 OF THE TOWN BOARD OF THE TOWN OF STEPHENTOWN AUTHORIZING EXECUTION OF CHANGE ORDER NUMBER ONE FOR THE MADDEN ROAD BRIDGE REHABILITATION PROJECT

WHEREAS, the Town's project engineer, Foit-Albert Associates, has recommended the Town issue Change Order #1 in favor of Winn Constriction as a result of actual field conditions encountered during construction related to the Madden Bridge Rehabilitation Project;

WHEREAS, Change Order #1 is in the amount of \$16,153.12, which will increase the total contract amount to \$402,539.50 and covers the need to, among other things, remove existing backwalls, the pouring of wider new bridge seats and the need to remove asbestos that has been encountered;

NOW THEREFORE BE IT RESOLVED THAT the Town Supervisor is hereby authorized to execute Change Order #1, amending the contract with Winn Construction for said Project in the amount of \$16,153.12

MOTION BY: DEFREEST, JR. SECONDED BY: CLARK
VOTES OF: 5 AYE 0 NAY 0 ABSTAINED

RESOLUTION NUMBER 28 OF THE YEAR 2024 OF THE TOWN BOARD OF THE TOWN OF STEPHENTOWN AWARDING BID FOR F-600 TRUCK PURCHASE

WHEREAS, the Town Board has solicited bids for the purchase of a F-600 truck per the bid specifications that were developed for this matter;

WHEREAS, the Town Board has determined that Auto Saver Ford is the lowest responsible bidder;

NOW THEREFORE BE IT RESOLVED THAT the Town Board hereby awards contract for the subject truck per the bid specifications in the amount of \$69,833.00 to Auto Saver Ford.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the Town Supervisor is authorized to executed any documents in furtherance of the aforementioned purchase with Auto Saver Ford and any prior execution is hereby ratified and further authorized with full force and effect.

MOTION BY: CLARK SECONDED BY: DEFREEST, JR.
VOTES OF: 5 AYE 0 NAY 0 ABSTAINED

RESOLUTION# 29- 2024

OPENING OF SEALED LAWN MOWING BIDS FOR 2024

WHEREAS: the Town Board requested sealed BIDs for the 2024 Lawn Mowing at the Town Park and the Town Hall, and

WHEREAS: the Town Clerk's Office received 1 sealed BIDs by May 20, 2024, at 7:00PM from:

1. Everything Green for the amount of \$163.00/ month for the Town Hall

AND \$177.00/month for the Town Park.

now therefore be it

2. **RESOLVED:** that the Town Board would like to award the 2024 Lawn Mowing to Everything Green for the amount of \$163.00/ month for the Town Hall AND \$177.00/month for the Town Park.

MOTION BY: KIDNEY

SECONDED BY: MADDEN

VOTES OF: 5 AYE

0 NAY 0 ABSTAINED

RESOLUTION # 30 -2024

RESOLUTION AUTHORIZING PURCHASE OF PLOW & HYDRAULIC SYSTEM FOR THE F600 TRUCK PER ONONDAGA COUNTY Bid 0010914

WHEREAS; the Town of Stephentown Highway Superintendent has requested the Town Board approve the purchase of a body, sander, plow and hydraulic system for one of the Town Highway Trucks and,

WHEREAS; the town board has review this request with the Highway Superintendent and,

WHEREAS; recently adopted State legislation allows any political subdivision in NYS to “piggyback” off an existing County Bid (in this instance, the Onondaga County Bid# 0010914) and,

WHEREAS; the Town of Stephentown will adhere to the NYS bidding requirements outlined in this legislation, now therefore be it,

RESOLVED; the Town of Stephentown town board approves the purchase of the needed equipment which will be installed by Zwack, Inc. for the total purchase price of **\$102,995.00**.

MOTION BY: MADDEN

SECONDED BY: KIDNEY

VOTES OF: 5 AYE

0 NAY 0 ABSTAINED

Town Board discussed the replacement of the Town Hall door (office entrance) due to the storm in late February the door is still having issues even after work order was completed to fix the closure issues. Council Kidney suggested that the Town may have to go out to bid due to the estimated costs companies had given him to be around \$7,500 to \$10,000. Supervisor Roder requested the assistance of legal counsel to draft a resolution.

MOTION TO ADJOURN AT 7:44 PM

MOTION BY: KIDNEY

SECONDED BY: MADDEN

VOTES OF: 5 AYE

0 NAY 0 ABSTAINED

****The next Workshop Meeting** will be held on **Monday, July 8, 2024** at 7:00PM at the Town Hall located at 26 Grange Hall Road, Stephentown, NY 12168.

****The next Regular Meeting** of the Town Board, Town of Stephentown will be held on **Monday, June 17, 2024** at **7:00 PM** at the Town Hall located at 26 Grange Hall Road, Stephentown, NY 12168.

Stephanie M. Hoffman

Town Clerk