

Minutes

March 20, 2014 (rescheduled meeting)

General Meeting 6:30 pm

1. CALL TO ORDER/PLEDGE TO FLAG (AT 6:30 start)
2. ROLL CALL

	PRESENT	ABSENT	LATE
Supervisor John C. Reilly	x		
Councilmember Donald Coons	x		
Councilmember Jeffery Galm	x		
Councilmember Eric Mortenson	x		
Councilmember John Fraser Paterson	x		

MONTHLY THOUGHT: In America not only do municipal bodies exist, but they are kept alive and supported by town spirit. The townships of New England possesses two advantages which strongly excite the interest of mankind: namely, independence and authority. Its sphere is limited, indeed; but within that sphere its action is unrestrained. This independence alone gives it a real importance, which its extent and population would not ensure. ...Alexis de Tocqueville (French Political Scientist who studied America's new theories of Democracy in his travels through New England).

PRESENTATIONS AND SPECIAL ISSUES

3. Presentation by attorney George Rodenhausen for Karl Krauss Industries, LLC on conservatory subdivision. Packages given to Board Members.

Mr. Rodenhausen reviewed the request for a 280a open development area subdivision. The intention is to create 4 home sites, the main parcel has 277 acres with a house presently under construction, one 7 acre parcel with an

existing house and 2 additional vacant parcels 7 acres each. There will be no further home sites or subdivision. The home sites do not impact the ridgeline, there are no wet lands. The road will be improved with pull outs every 500 ft. A driveway maintenance plan will be filed with the Sect. of State.

The board discussed the cost sharing of the driveway maintenance; they felt that the owner of the large parcel should have a larger share of the costs.

The Town Board sent the following resolution back to the Planning Board for their consideration and advisory opinion.

Resolution 2014-45

The Gallatin Town Board recommends that the Karl Krauss Industries application for a 280a Open Development Area be referred back to the Gallatin Planning Board for its advisory opinion on the approval of a Columbia Land Conservancy accepted subdivision on the subject parcel.

The Town Board requests the Planning Board review the Subdivision Driveway/Private Road Maintenance Agreement includes a cost sharing provision where the burden of cost of the road maintenance is held by in majority the owner of the remaining large parcel so as to maintain the economic and assessment viability of the smaller parcels in the event of their sale to non-related entities.

Motion Councilman Mortenson, second Councilman Galm

Supervisor Reilly- yes

Councilman Paterson- yes

Councilman Galm- yes

Councilman Mortenson- yes

Councilman Coons- yes

PUBLIC COMMENT ON SPECIAL PRESENTATION

Tom Garrick stressed the need for a proper maintenance agreement for the future maintenance of the road.

4. NEW BUSINESS SECTION MARCH 2014

1. **Resolution 2014-46.** Discussion on role of Town bookkeeper hours, place of business and duties. Discussion of overall town position to coincide with court clerk assistant and Clerk assistant.

Motion to accept resignation of Mark Fitzgerald as Town bookkeeper and set up interviews for replacement.

VOTE __5__ (Yes)/__0__ (No)
Motion Mortenson, second Galm.

Councilman Mortenson recommended an audit be conducted to determine proper procedures.

An RFP for services from an accounting firm will be advertised as well as for a position of in house book keeper and assistant court clerk, assistant to the supervisor and town clerk.

2. Resolution 2014-47. Discussion and then **Motion to restructure First Niagara accounts** and remove Bookkeeper authorization, appoint signatories and approve Bank requested resolution (attached)

VOTE __5__ (Yes)/__0__ (No)
Motion Mortenson, second Paterson

3. Resolution 2014-48. **Armentano tax certiorari matter.** Discussion and then **Motion to approve recommended tax assessment settlement Stipulation and Order recommended by Town Assessor as drafted and reviewed by Town attorney and attached.**

VOTE __4__ (Yes)/__0__ (No)
Motion Galm, second Paterson, Mortenson abstain

4. Resolution 2014-49. Discussion of GIS project and **Motion drafted by Councilman Paterson for the Purchase of ESRI soft wear AcrGIS Desktop 180 day trial period for evaluation for cost of \$180.00.** Board will engage Chris Lobrutto for the six month period for training on software at a cost of approximately \$400.00 / month. To start the program, Drew Weaver, Rene DeLeeuw and Councilmen Paterson and Mortenson will start training during this period. Board will coordinate computer upgrades for Town employees to coincide with GIS system requirements.

VOTE __5__ (Yes)/__0__ (No)
Motion Mortenson, second Paterson.

Information will be gathered for GIS mapping for the highway department. At the end of a six month period the project will be evaluated to determine if the basic ESRI program is sufficient or if a more advance version is needed.

5. MONTHLY BUSINESS SECTION

- 1 Review of February Minutes for Errors/Clarifications
Motion to accept February 2014 minutes- Mortenson, second Galm Vote
yes 5 - No 0
- 2 February Bill

General Bills 40-62 \$9,243.90
Highway Bills 18-33 \$22,964.99
Motion Mortenson, second Galm Vote Yes 5-No 0
3. Supervisor's Review of County Issues. Summer Youth Employment
Program: Each Supervisor can recommend one full time college student
for a summer internship. Applications due May 1.
4. Review of Planning Board Actions, filed.
5. Review of ZBA, no report
6. Comments of Code Enforcement Officer, filed.
On a motion by Mortenson seconded by Galm, a computer will be
purchased for \$699.
Vote 5 yes 0 no.
7. Assessor Comment's, filed.
8. Court Actions/Comments- audit new date will be set.
9. Clerk's Report, filed.

PUBLIC COMMENT ON MONTHLY BUSINESS

6. OLD BUSINESS SECTION 2014

1. REVIEW OF ROAD ISSUES

1. Near Rd East County removed bridge 2/10 miles
The North side shared by two property owners. No house.
The South side access to one non full time house, another driveway
to property.

2. Green Hill Rd 1.13 miles long only a portion maintained w/oil and stone. Delineate end of Town road past three current houses.

Highway Superintendent Jack Gomm will follow up with Town Attorney on Near Rd. East and Green Hill Rd.

3. Crock Rd .31 maintained. Dirt road to one home. Tabled until a later date.
4. Briggs Rd .04 miles. Currently a dirt road to two homes. Tabled until a later date.
5. Selva Rd .21 miles/.03 Maintained Dirt road to one home. Tabled until a later date.
6. Old Rt. 82. Tabled until a later date.

The Board is also looking to clarify the procedure for adoption of certain private roads that can meet Town specs through resident funding or special tax district to road resident only and which would qualify as future CHIPS projects with State funding.

The Roads under review by request of the residents:

1. Hoefffer Rd
2. Brookside Rd
3. Blackberry Hill Rd.

Board will ask Town Counsel for:

- A. Specific procedure for Town to take over private road. Step by step.
- B. Procedure to Abandon Town Road;

- 1) Abandon Road with one home on entire Road.

2) Abandon Road with no Homes.

3) Abandon Road that has not been maintained in 20+ years.

2. RFP for proposals to install Solar panels on town Buildings to include at least the Town Highway Garage. Grant and Town residual cost estimates to be included in the RFP due May 1, 2014.
Tabled until a later date.

3. Town Committee for the purpose of collecting, preserving and permanently displaying artifacts of Gallatin History in a space with Town Hall and to make a video history of Town figures. Digital copies of the artifacts and the video histories will be made available on the Town Hall public computer station to be created. The Committee is to be chaired by Adolpho and Anne Fecci. Committee members will include town Historian, Delores Weaver as well as Paul Weaver and Elaine Levy, to start, with other members welcome.
Ongoing.

4. Purchase of the three-acre Columbia County owned parcel in the middle of the Gallatin owned 20+ acre landfill parcel. Councilman Eric Mortensen to present offer to County Attorney and Chairman and of Board of Supervisors for approval to sell parcel to Town for one dollar. Further, the town will order a title search on the Town parcel to ascertain survey results.
The resolution is drafted for presentation at County Govt. mtg on the 25th of March.

5. Purchase of new computers with applicable software to match the Court purchased computers at the Courthouse. The existing laptop is a 2007-based laptop and no longer functions with newer applications. Second, to purchase a new Board desktop to replace the current Supervisor desktop that is also antiquated. Budget line item by Town Bookkeeper for each item.

6. Town Electric Accounts to Viridian Green energy- following the County lead.
Delivery service has been changed to Viridian, will take a few billing cycles to take effect.

7. Review of 2013/2014 Financial Condition. Confirmation of estimated 2013 reserve balance in General/Highway. The Town Board resolves to re-open the 2014 Budget for purposes for restating certain items, to designate surplus earmarks and appoint John Reilly and the Town attorney to draft an investment plan for Board review in MARCH 2014.
CONFIRMATION OF 2013 final numbers- Presentation by Town Bookkeeper at APRIL meeting.

8. Town Hall Building Restoration/Systems: Presentation and Discussion. **Fraser Patterson to update with ideas and drawings. Fraser Patterson to present idea of working with neighboring Blackburn parcel to flatten town hall parcel, install drainage and green space and allow resident to build berm on adjoining private land.** The Town Board resolves to appoint Drew Weaver, (with a stipend to be determined if appropriate), to review the Town Hall for restoration of the School House features and for efficiency guidelines on the office set-up and for general review of building condition and major system assessment for capital reserves purposes. Drew Weaver will also review the Highway Department building for the same recommendation regarding equipment shelters and systems. Any approved projects will come only from contributed funds if legally possible and existing fund balances and will not impact taxing levels. Fraser Paterson to act as Board Liaison to Project. John Reilly to act as Contributions Liaison in accordance with Town attorney direction regarding contributions to public buildings restoration. Lisa DeLeeuw to review grants guidelines and opportunities. **UPDATE: Mr. Blackburn to meet with Board committee Saturday March 22 to discuss details of project and draft resolution of details for April mTg so work can begin.**

9. Assessors' Project: Presentation and Discussion. The Town Board resolves to appoint Rene DeLeeuw, (with a stipend to be determined if appropriate), to review any Town personal and real property assets for current valuation and to provide guidance on same to include, but no be limited to the old Town Highway Building and the Roe Jan Kill parcel. In addition Rene will work with the Town Highway Superintendent to establish proper assessment of Town Equipment standards and lifespan for the Highway Superintendents Board report on equipment needs. **Update on Old Garage DEC status.**
Ongoing.

10. Public Computer Access: Presentation and Discussion The Town Board resolves to purchase 1-2 computers (or use existing Town equipment) out of current reserve funds and set-up a computer station at the Town Hall by the end of 2014 for use by Town residents for links to libraries and other resources when Town Hall is open. The computers will also provide local business links and video files on the history of Gallatin and its farmers, authors, artists, artisans of all types and farms, vistas, houses and other noteworthy items for perusal by prospective residents, students and other interested parties. The computer station will attempt to use current copier resources and ASA wireless system. **Town to purchase windows based PC. Supervisor to donate a Mac based desktop.**

11. Highway Department Technology Issues: The Town Board will provide the highway office with working Internet service and computer resources for proper bidding, planning and emergency systems monitoring. Councilmen Donald Coons and Jeff Galm will meet with the Highway Superintendent to advise the Board on needs. Any funding to come from current Highway reserves and not future tax dollars.

12. Board Report on Town Retirement and Health Benefits Programs: Lisa DeLeeuw and John Reilly to review current Town retirement benefits and employees health insurance and to provide the Board guidance on same to include recommendation on additions, modification of current benefits by March 2014. **Employee policy handbook- New Lebanon.**

13. Website update and resident email lists. Link local businesses and libraries. Larry Brody will offer assistance.

14. GIS, Gallatin Geological Information System. To provide town with software mapping ability to properly delineate roads, enforce codes, track signage and culvert ages. GIS will help Town Government; Fire districts and Road maintenance sharing under Governors proposed plan. GIS training program.

PUBLIC COMMENT ON OLD BUSINESS

Councilman Galm brought up the need for Town Officials to have ID's in the event of an emergency.

MOTION FOR ADJOURNMENT

Motion Coons second Mortenson.