

**VILLAGE OF ALTAMONT  
REGULAR BOARD MEETING**

April 5, 2011

Mayor James M. Gaughan  
Trustee William F. Aylward  
Trustee Kerry Dineen  
Trustee Christine Marshall  
Trustee Dean Whalen

Michael Moore, Legal Council  
Patty Blackwood, Clerk  
Catherine Hasbrouck, Treasurer  
Timothy McIntyre, Supt. of Public Works  
Paul Miller, Chief AFD

General Public: 19

7:30 p.m.

Mayor Gaughan called the meeting to order with the Pledge of Allegiance.

**Installation of Village Officials**

Honorable Christine Marshall  
Honorable William Aylward

Trustee Dineen made a motion seconded by Trustee Aylward to approve resolution to adopt the proposed appointments, designations, schedules, personnel and financial procedures contained within the Organizational Meeting Agenda.

**Roll Call: All in favor**

**PART I**

**One Year Term**

Patty Blackwood, Deputy Court Clerk

**Five Year Term**

Kathryn Provencher, Member, Zoning Board of Appeals (2016)

Elaine Van De Carr, Member, Planning Board (2016)

Cathy Glass, Alternate Member, Planning Board (2015)

**No Term Limits**

Timothy Wilford, Citizen Representative, Altamont Guilderland Referral Committee

**PART II**

**Official Newspaper**

Altamont Enterprise

**Official Banks**

Key Bank – Altamont Branch, First National Bank of Scotia, First Niagara Bank, Citizens Bank, J.P. Morgan Chase Bank, Pioneer Commercial Bank, NBT Bank and M&T Bank as official depositories of the Village of Altamont.

Authorize Mayor and Treasurer to invest Certificates of Deposit in any of the designated official depositories with a third party holding the securities.

Authorize Mayor and Treasurer to sign checks on behalf of the Village.

### **Time & Place of Meetings**

Village Board – 7:00 p.m. (Note change of time) First Tuesday of each month and third Tuesday as needed

-July 5, 2011 meeting rescheduled to Tuesday, July 19, 2011 at 7:00 p.m. due to Independence Day

Planning Board – Fourth Monday of each month as needed

-December 2011 meeting rescheduled to Monday, December 19, 2011 at 7:30 p.m. due to Christmas holiday

Zoning Board of Appeals – Fourth Tuesday of each month as needed

### **Mileage**

Mileage rate coincides with Federal IRS approved rate per mile for reimbursement to Village employees when authorized to use their private vehicles on village business.

### **Bonds**

For Officials and Employees to continue as last year

(\$50,000 Clerk/Treasurer; \$10,000 Employees)

### **Personnel Policy**

To continue as written

### **Holiday Schedule**

Approve holiday schedule for Village employees for 2011-12 per Schedule A. Copy of Schedule A included with Official Minutes.

### **Procurement Policy**

To continue without change

### **2010 Organizational Meeting**

First Tuesday in April 2012

### **Village Engineers**

Designate Barton and Loguidice to serve as Village Designated Engineers for 2011-12.

### **Village Counsel**

Designate Young Sommer LLC to serve as Village Designated Attorneys for 2011-12.

## **PART III**

### **Training**

Authorizing Mayor Gaughan to approve meetings, conferences, and training seminars for employees that would benefit the Village and could include the following schools, conferences and seminars sponsored by New York State Conference of Mayors such as: Main Street; Annual Training School; Fall Training School; Public Works Training School; Legislative Meeting; Winter Legislative Meeting; Office of the New York State Comptroller; Office of Court Administration; Public Works Training and Licensing, and the Albany County Division of Management and Budget technology classes.

### **Advance Payment of Claims**

Authorize Village Treasurer to pay, in advance of audit, claims for public utility services, postage, hospitalization, freight and express charges, and fees for officials and staff to attend meetings and schools approved by Mayor Gaughan prior to the next scheduled regular board meeting.

Timothy McIntyre, Supt. of Public Works, reported Yard Waste Collection has begun and will continue until May 27<sup>th</sup>. Water main flushing will begin on April 12<sup>th</sup> and continue for two weeks.

Paul Miller, Chief, AFD, reported Altamont Fireman's Ball was a success. Altamont Fire Dept. had fifteen calls, seven of the fifteen calls for pump outs, for the month of March. Chief Miller stated Fire Commissioner's meeting to be held on April 21<sup>st</sup> at McKownville Fire Department.

Trustee Aylward made a motion seconded by Trustee Dineen to approve the Treasure's report; Abstract #21, Abstract #22 and transfer of funds as submitted.

**Roll Call: All in favor**

**Public Comment:**

Judi Dineen, Lincoln Avenue, reported Altamont Community Traditions (ACT) will be hosting Easter Egg Hunt in Orsini Park on April 16<sup>th</sup> at 10:30 a.m. for children 4-7 years old. ACT will also be hosting annual Green and Clean Day on April 30<sup>th</sup> from 10:00 a.m. to 2:00 p.m.

Maureen Ramirez and Tom Lindberg, Altamont Rescue Squad, stated Altamont Rescue Squad is outgrowing their current facility and asked the Board to consider selling Crouse House property to Altamont Rescue Squad. Mayor Gaughan stated Village of Altamont and Town of Guilderland are co-owners of Crouse House property and Mayor Gaughan would speak to Supervisor Runion regarding the property and set up a meeting with Altamont Rescue Squad.

**Public Hearing 7:45 p.m.**

Michael Moore, Legal Council, opened public hearing with reading of the Legal Notice to consider expending up to \$36,000 of funds from Police Car Reserve to purchase police vehicle.

Mayor Gaughan stated funds for police vehicle are to be taken from Police Car Reserve account. Altamont Police Department has one of their older vehicles up for sale. Mayor Gaughan stated Commissioner Pucci is awaiting word on a \$25,000 grant that he has applied for. If grant is awarded to police department, less money would come out of Police Car Reserve account for vehicle purchase.

Trustee Dineen stated when Altamont Police Department receives new police vehicle they will be putting an older vehicle up for sale bringing the department down to three police vehicles.

Trustee Aylward made a motion seconded by Trustee Dineen to close public hearing at 7:49 p.m. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve authorization to expend up to \$36,000 of funds from Police Car Reserve Fund per request of Todd Pucci, Commissioner of Public Safety. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve authorizing the Village Board to enter into an agreement with NYSDOT to receive a \$12,000 SFY 2009/10 Legislative Initiative (TM90101) for the Senior Van. The Mayor is authorized to execute and sign all related documents. **Roll Call: All in favor**

Trustee Dineen made a motion seconded by Trustee Aylward to approve request of Altamont PTA to hold annual garage sale along the streets of Altamont and Orsini Park on Saturday, May 7, 2011 from 9:00 a.m. to 4:00 p.m. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Dineen to approve Altamont Fire Department participation in Altamont PTA annual garage sale on Saturday, May 7, 2011.

**Roll Call: All in favor**

Trustee Dineen made a motion seconded by Trustee Aylward to approve Village, Altamont Police Department and Altamont Fire Department participation in Annual Memorial Day Parade on May 22, 2011 at 2:00 p.m. at the request of Boyd Hilton VFW Post 7062 & Helderberg American Legion 977. Parade assembles at the Brandle Road entrance of the fairgrounds at 1:00 p.m. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to approve Altamont Fire Department participation in annual Memorial Day Parade on May 28, 2011 at request of Village of Voorheesville and participation in annual Memorial Day Parade on May 30, 2011 at request of Town of Berne and Town of Knox.

**Roll Call: All in favor**

Trustee Dineen made a motion seconded by Trustee Aylward to approve of Village of Altamont Facilities Rental Fee Schedule and description of Altamont Park Use Regulations. **Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve authorizing Tim McIntyre, Supt. of Public Works, to move forward with termination of water service at 6 Danvers Road. **Roll Call: All in favor**

### **Public Hearing 8:00 p.m.**

Michael Moore, Legal Council, opened public hearing with reading of the Legal Notice to consider 2011-2012 Village budget before final adoption.

Mayor Gaughan stated we are experiencing horrific economic times. Village has had reduction in revenue from Albany County for the last two years due to County Tax Receipts being low, recent U. S. Census results have reported Altamont having a loss of seventeen residents which results in less income to the Village, fuel prices have gone up, mortgage tax receipts are down, funding for Village senior meals and transportation programs have decreased from Albany County, employee health insurance and employee retirement benefits are up significantly.

Mayor Gaughan stated Village Board has held three workshops to address these issues. Tonight's public hearing is the fourth time the Board has met to discuss the budget. Village budget has been cut for large and small items. Board has adjusted expenditures across various accounts to reflect the actual activity thereby getting a better balance of burden among the three funds. Police budget is down by \$3,000 and there aren't any salary increases in the budget for the elected officials. Village is looking to enter into shared services arrangement for building, zoning administration and fire inspection which would result in a saving of \$22,000 Village. Village has received Albany County Tax Exemption on Reservoir in Knox that resulted in \$5,000 decrease in Village tax outlay to county. Negotiations have begun with Time Warner Cable to increase revenue for rental of facilities at Knox Reservoir. Village plans to sell piece of property adjacent to Knox Reservoir. Altamont Police vehicles have been reduced by one and the Village is hopeful the grant for the police vehicle will be awarded and will decrease the cost of the recent purchase. Funds have already been expended for senior van but funds are expected this year from a long overdue member item. General fund budget has been reduced by over \$10,000 and budget reduces the impact on the sunshine funds that are used for emergencies. Village has been able to construct the budget with this small decrease while reinstating same payment schedule into capital construction funds for Public Works, Police and Fire Department Reserve Funds.

Mayor Gaughan stated budget materials reflect a proposed 2% increase to staff. Village struggles with payments out of the water fund for the new wells debt service and purchase of property five years ago. Village Treasurer has recommended Village increase the debt service payment for all water customers by \$40 per year, which is \$20 per six-month payment. Mayor Gaughan stated budget material does not include potential revenues that could come in by the close of the year. Mayor Gaughan recommended a 2% increase in cost of living adjustment to the staff and \$10 increase in the water debt fund which would result in additional revenue of approximately \$20,000. Mayor Gaughan recommended Village Board look at the outcomes of the water fund increase mid-year or next budget year to test the assumptions made about increases in revenue and the status of the fund and if necessary make necessary adjustments.

Trustee Marshall inquired what the unappropriated water fund balance would be in the proposed budget if there wasn't an increase in the water rates. Catherine Hasbrouck, Treasurer, stated \$90,000 would have to be removed from the unappropriated water fund balance and at this point the Village doesn't have that much money in the water fund balance.

Mayor Gaughan stated expenditures have been laid out across various accounts to reflect the actual activity and if the budget wasn't done in this way and if expenditures were left in general fund, Altamont residents would have to have their property taxes increased. The proposed budget creates equitable distribution of the functions that the staff does and pays them out of the appropriate funds. All users, resident and non-resident, of the water district would now be responsible for the increase of \$10 per billing cycle on their water bill.

Trustee Dineen stated at the first budget workshop meeting the material didn't reflect shared salaries and services among the three funds. The Board was looking at having to raise property taxes from \$49.88 to \$90 based on average evaluation. By making expenditures equitable it helps that residents and non-resident water users share the money issue the Village is having.

Catherine Hasbrouck, Treasurer, stated she recommends Village increase the debt service payment for all water customers by \$40 a year.

Trustee Marshall stated Village could increase water rate at lower amount this year and address this issue again in one year to see if Village would need to increase water rate at that time.

Trustee Dineen stated she would like Village to increase water rates by \$20 a year and is in favor of a 2% increase in cost of living adjustment for staff.

Trustee Whalen stated he would like Village to increase water rates by \$40 a year and is in favor of a 2% increase in cost of living adjustment for staff.

Trustee Marshall stated she would like Village to increase water rates by \$20 a year and is in favor of a 3% increase in cost of living adjustment for staff.

Judi Dineen, Lincoln Avenue, inquired what the total amount of the 2% increase in cost of living adjustment is for staff. Mayor Gaughan stated total amount is approximately \$10,000. Ms. Dineen stated senior citizens have not had an increase in Social Security for three years and would prefer the Board give a 2% increase in cost of living adjustment for staff and increase water rates by \$20 a year not the proposed \$40 a year.

Trustee Aylward made a motion seconded by Trustee Dineen to close public hearing at 8:30 p.m. **All in favor**

Trustee Dineen made a motion seconded by Trustee Whalen to approve budget as written with a 2% increase in cost of living adjustment for staff.

**Roll Call:**

Trustee Whalen	In favor
Trustee Marshall	Opposed
Trustee Aylward	Opposed
Trustee Dineen	In favor
Mayor Gaughan	In favor

**Motion Carried 3/2**

Trustee Dineen made a motion seconded by Trustee Aylward to approve amendment to proposed budget by reducing water fund item number F2140 by \$20,000 from \$365,000 to \$345,000. \$345,000 figure reflects increasing water dept fee by \$20 a year for water users.

**Roll Call:**

Trustee Whalen	Opposed
Trustee Marshall	In favor
Trustee Aylward	In favor
Trustee Dineen	In favor
Mayor Gaughan	In favor

**Motion Carried 4/1**

Trustee Aylward made a motion seconded by Trustee Marshall to approve of Board Minutes for March 1, March 22 and March 29, 2011. **All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to adjourn at 8:40 p.m.  
**All in favor**

Respectfully Submitted,

Patty Blackwood  
Clerk