

**VILLAGE OF ALTAMONT**  
**REGULAR BOARD MEETING**  
April 03, 2012

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

Rob Panasci, Legal Council  
Patty Blackwood, Clerk  
Timothy McIntyre, Supt. of Public Works  
Robert White, Altamont Fire Chief  
Todd Pucci, Altamont Police Chief

Attending: Richard Straut, Barton & Loguidice

General Public: 13

7:00 p.m.

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

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

**Roll Call: All in favor**

**PART I**

**One Year Term**

Patty Blackwood, Deputy Court Clerk  
Kelly Marie Best, Secretary, Planning Board & Zoning Board of Appeals

**Five Year Term**

John Huber, Member, Zoning Board of Appeals (2017)  
James Greene, Chairman, Planning Board (2013)  
Cathy Glass, Member, Planning Board (2014)  
Stephen Caruso, Member, Planning Board (2017)

Mayor Gaughan recognized Stephen Parachini, former Planning Board chairman, for his countless years of service to the Village of Altamont Planning Board.

**PART II**

**Official Newspaper**

Altamont Enterprise - Primary  
Spotlight - Alternative

**Official Banks**

Key Bank – Altamont Branch, First National Bank of Scotia, First Niagara Bank, Citizens Bank, J.P. Morgan Chase Bank, Kinderhook 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. First Tuesday of each month and third Tuesday as needed

-July 3, 2012 meeting rescheduled to Tuesday, July 17, 2012 at 7:00 p.m. due to Independence Day

-November 6, 2012 meeting rescheduled to Wednesday, November 7, 2012 at 7:00 p.m. due to Election Day

-January 1, 2013 meeting rescheduled to Wednesday, January 2, 2013 at 7:00 p.m. due to New Year's Day.

Planning Board – 7:00 p.m. Fourth Monday of each month as needed

-May 28, 2012 meeting rescheduled to Tuesday, May 29, 2012 at 7:00 p.m. due to Memorial Day

-December 24, 2012 meeting rescheduled to Monday, December 17, 2012 at 7:00 p.m. due to Christmas Eve

Zoning Board of Appeals – 7:00 p.m. Second 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 2012-13 per Schedule A.

### **Procurement Policy**

To continue without change

### **2013 Organizational Meeting**

First Tuesday in April 2013

### **Village Engineers**

Designate Barton and Loguidice to serve as Village Designated Engineers for 2012-13.

### **Village Counsel**

Designate Young Sommer LLC to serve as Village Designated Attorneys for 2012-13.

## **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.

Trustee Marshall, Stormwater and Sewer Committee member, reported bid for improvement project for the wastewater treatment plant has been advertised and the bids will be opened later this month and reviewed by Barton & Loguidice, Village Engineers.

Mayor Gaughan reported on upcoming events in the Village. They include a summer concert series to take place in Orsini Park co-sponsored by Altamont Free Library, Village of Altamont and a grant from NYS Arts Council and the Arts Center of the Capital Region; annual Village wide garage sale; Memorial Day Parade and Art in the Parks hosted by Desolation Road Studios.

Timothy McIntyre, Supt. of Public Works, reported yard waste collection began April 2<sup>nd</sup> and will continue through May 25<sup>th</sup>. Water main flushing to begin April 9<sup>th</sup> and will continue through April 30<sup>th</sup>.

Robert White, Chief Altamont Fire Dept, reported Altamont Fire Department had 8 calls for the month of March. Most of the calls were alarm drops. Three officers participated in "Train the Trainers" and will be participating in an additional Saturday training. After training has been completed, the in-house Class A Firefighters will conduct their training. Chief White reported he has reached out to the lowest bidder regarding air-packs for the department.

Todd Pucci, Chief Altamont Police Dept, reported WGNA is under new ownership and they have announced that Countryfest will not be in Altamont this year but will be held at the Times Union Center and the month of May is "Buckle-up NY".

Trustee Marshall made a motion seconded by Trustee Aylward to approve the Treasurer's report; Abstract #19, Abstract #20 and transfer of funds as submitted.

**Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve authorizing Mayor Gaughan to submit an application to the Dept. of State 2011-2012 Local Government Efficiency Program for Grant Funds to support a Countywide Shared Highway Services Study. **Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve Altamont Fire Department participation in Altamont PTA annual garage sale on Saturday, May 5, 2012.

**Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve Village, Altamont Police Department and Altamont Fire Department participation in annual Memorial Day Parade on May 20, 2012 at 2:00 p.m. at the request of Boyd Hilton VFW Post 7062 & Helderberg American Legion 977. Parade assembles at Route 146 (Main Street) 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 authorizing to sell following surplus equipment: 2007 Ford Taurus Vehicle at minimum sale of \$4,500, per recommendation of Todd Pucci, Police Chief. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to approve recommendations of Altamont Guilderland Referral Committee regarding application from Edmund Makowski, 8 Danvers Road, installation of a 24' diameter swimming pool in a required front yard, Tax Map #37.04-02-08. **Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve Multi Modal Program Project Resolution with NYS Dept. of Transportation awarding Village of Altamont with \$130,000 grant for construction of sidewalk on State Route 397.

**Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve authorizing Patty Blackwood, Village Clerk, to certify the approved Multi Modal Program Project Resolution with NYS Dept. of Transportation. **Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve authorizing Mayor Gaughan to sign Task Order, not to exceed \$8,500, for Multi Modal for Construction Administration Assistance per recommendation of Timothy McIntyre, Supt. of Public Works. **Roll Call: All in favor**

### **Public Hearing 7:20 p.m.**

Robert Panasci, Legal Council, opened public hearing with reading of the Legal Notice to consider 2012-2013 Village Budget before final adoption.

Mayor Gaughan reported department staff has been working on their budgets since February to bring forward to the Village Board at the 2 public workshops that were held in March. Village departments discussed with the Board their various proposals and the various economic issues were also discussed at the workshops. Mayor Gaughan reported that there were some key points worth noting in the proposed budget. This year, as in last year, the Board is proposing a 2% increase in salary for the general staff. This was done last year and is consistent with the cost-of-living increase. For the first time in three years the Board is proposing a 1% increase to the elected officials which calculates out to a total increase in the budget of \$250. The county sales tax revenue, which plays a large part in shaping and forming of the Village budget, has remained flat for the last year. Mayor Gaughan stated three years ago Senator Breslin awarded the Village a member's item of \$12,000 to help purchase a senior van. The van was purchased and the Village used all the reserves to purchase van in anticipation of receiving the member's item. The member's item has not been released yet and is being held by Division of Budget and the Governor. Mayor Gaughan stated he is hopeful the money will be released soon. Proposed budget also increases the salary of the court clerk by \$1,700 a year to reflect an additional 2 hours of work per week. Proposal reflects reducing police department car reserves by \$5,000, continuing the schedule of payments into Capital Construction Reserve Funds for public works, police and fire departments for planned future equipment purchases. Two years ago Village froze all reserve allocations and reinstated it last year. This year's proposal continues at last year's amounts. Mayor Gaughan stated proposed budget reflects a 2% allowable increase in tax revenue which results in eleven cents per thousand and would raise approximately \$10,000 in revenue for the Village to apply to the budget. Balance of revenue to meet the expenses is being taken from reserve accounts of approximately \$16,000 to balance the budget. Mayor Gaughan reminded the Village residents that Altamont is a great place to live but is only one square mile.

Tax base for the Village is around \$100 million and in order to raise \$10,000 in tax revenue the Village has to increase taxes eleven cents per thousand whereas the Town of

Guilderland would only have to raise taxes one-third of a cent per thousand to raise the same \$10,000. The Village tries very hard to not impose large spending increases and still maintain all the services to its residents.

Trustee Aylward reported the Village has no outstanding debt in the General and Sewer Funds at this time. Trustee Aylward inquired about sales tax revenue. Mayor Gaughan stated Village receives approximately \$510,000 from Albany County for sales tax revenue on a fiscal year basis.

Susan Eastman, Heather Lane, inquired on how she can get annexed into the Village and asked why her water is so expensive. Ms. Eastman expressed concern with the quality of water. Timothy McIntyre, Supt. of Public Works, stated he would meet with Ms. Eastman regarding the quality of her water.

Trustee Aylward made a motion seconded by Trustee Marshall to close public hearing at 7:40 p.m. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to approve 2012-2013 Village Budget. **Roll Call: All in favor**

Trustee Marshall made a motion seconded by Trustee Whalen to approve Legal Services from Young, Sommer LLC for a fee of \$16,500 annually billed at \$1,375 per month effective June 1, 2012. **Roll Call: All in favor**

Trustee Whalen made a motion seconded by Trustee Marshall to approve of Board Minutes for March 6<sup>th</sup> and March 20, 2012. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to approve entering into Executive Session at 7:42 p.m. to discuss personnel matter. **All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve coming out of Executive Session at 8:07 p.m. **All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve entering into regular session at 8:10 p.m. **All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to approve termination of Dennis Taber, full-time laborer position, effective March 28, 2012 per recommendation of Timothy McIntyre, Supt. of Public Works. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Whalen to approve hiring Isaac Conklin, at a rate of \$13 per hour, as temporary part-time laborer appointment pending successful recruitment of full-time laborer position per recommendation of Timothy McIntyre, Supt. of Public Works. **Roll Call: All in favor**

Trustee Aylward made a motion seconded by Trustee Marshall to adjourn at 8:12 p.m.

**All in favor**

Respectfully Submitted,

Patty Blackwood  
Clerk