

**ORGANIZATIONAL MEETING**

**JANUARY 6, 2015**

The Organizational Meeting of the Town Board of Guilderland was held at the Town Hall, Route 20 McCormick's Corners, Guilderland, NY, on the above date at 7:33 PM. The meeting was opened with the Pledge of Allegiance to the flag. Roll call by Jean Cataldo, Town Clerk, showed the following to be present:

- Councilman Forte
- Councilwoman Slavick
- Councilman Pastore
- Councilman Maikels
- Supervisor Runion

Also present: James Melita, Town Attorney

.....  
Supervisor Runion announced the new Guilderland Resident Stickers are available at the Town Clerk's Office, Transfer Station and Parks Office on Route 146. These stickers are free and you need to prove residency by way of your car registration.

Supervisor Runion added the Public Hearing scheduled for 8:00pm was withdrawn by the applicant, Cumberland Farms. We received notice of this withdrawal this morning.

Supervisor Runion explained this is our Organizational Town Board Meeting in which a number of appointments are made to positions in Town government as well as some of the housekeeping measures for the Town for the new year.

Agenda item 1: Consider a single motion to appoint all of the people on the Appointment List for a one-year term as designated other than the two positions of Planning Board Member and Zoning Board of Appeals member with the term noted.

MOTION #1 Councilman Pastore moved to APPOINT ALL OF THE INDIVIDUALS ON THE APPOINTMENT LIST FOR THE DESIGNATED TERMS. Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

- |                      |     |
|----------------------|-----|
| Councilman Forte     | AYE |
| Councilwoman Slavick | AYE |
| Councilman Pastore   | AYE |
| Councilman Maikels   | AYE |
| Supervisor Runion    | AYE |

- a. Stephen Feeney – Chairperson of the Planning Board
- b. Michael Cleary – Planning Board Member (Term expires Dec. 31, 2021)
- c. Peter Barber – Chairperson of Zoning Board of Appeals
- d. Jacob Crawford – Zoning Board of Appeals Member (Term expires Dec. 31, 2019)
- e. Michael Marcantonio – Zoning Board of Appeals Alternate Member
- f. John Wemple – Chairperson & Member Environmental Conservation Advisory Council

- g. Stuart Reese - Environmental Conservation Advisory Council Member
- h. Kevin Connolly- Environmental Conservation Advisory Council Member
- i. Gordon McClelland - Environmental Conservation Advisory Council Member
- j. Gustavo Santos- Environmental Conservation Advisory Council Member
- k. Steven Wacksman– Environmental Conservation Advisory Council Member
- l. David Bosworth, Jr. – Environmental Conservation Advisory Council Member
- m. William Young – Chairperson & Member Industrial Development Agency
- n. James Shahda – Industrial Development Agency Member
- o. Christopher Bombardier - Industrial Development Agency Member
- p. Hodgson, Russ LLP, Joseph Scott of Counsel, Attorney to Industrial Development Agency
- q. Dr. Don Doynow – Medical Director, Paramedics
- r. Alice Begley – Town Historian
- s. Jean Cataldo – Registrar of Vital Statistics
- t. Karen VanWagenen – Deputy Registrar of Vital Statistics
- u. Janet Thayer – Deputy Town Attorney, Zoning Board of Appeals and Planning Board

Supervisor Runion advised that all of the individuals appointed this evening will need to take a new Oath of Office. The Town Clerk can administer the Oath to those present after this meeting.

**MOTION #2** Councilman Forte moved to **ACCEPT THE MINUTES OF THE DECEMBER 16, 2014 TOWN BOARD MEETING**. Councilman Pastore seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #3** Councilwoman Slavick moved to **AUTHORIZE TOWN SUPERVISOR TO MAKE PROVISIONAL APPOINTMENTS**. Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #4** Councilman Forte moved to **DESIGNATE 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 TOWN OF GUILDERLAND**. Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE

Supervisor Runion AYE

**MOTION #5** Councilman Maikels moved to **AUTHORIZE SUPERVISOR AND COMPTROLLER TO INVEST CERTIFICATES OF DEPOSIT IN ANY OF THE DESIGNATED OFFICIAL DEPOSITORIES WITH A THIRD PARTY HOLDING THE SECURITIES.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #6** Councilwoman Slavick moved to **AUTHORIZE SUPERVISOR AND COMPTROLLER TO SIGN CHECKS ON BEHALF OF THE TOWN.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Agenda Item #6: Supervisor Runion advised that he received a letter from Adirondack Mountain Engineering, PC and he'd like to add them to the list to serve as Town Designated Engineers. Their president is Ed Hernandez, they did the West End Water Extension project and they asked to be added to the list.

**MOTION #7** Councilman Pastore moved to **DESIGNATE BOSWELL ENGINEERING, DELAWARE ENGINEERING, CLOUGH HARBOUR, INGALLS & ASSOCIATES,LLP, GREENMAN-PEDERSEN, INC., SPECTRA ENGINEERING AND ADIRONDACK MOUNTAIN ENGINEERING, PC TO SERVE AS TOWN DESIGNATED ENGINEERS FOR 2015.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #8** Councilwoman Slavick moved to **SET MEETING DATES FOR THE TOWN BOARD, PLANNING BOARD, ZONING BOARD OF APPEALS, AND GUILDERLAND CONSERVATION ADVISORY COUNCIL AS PER SCHEDULE A.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Agenda Item 9: Supervisor Runion advised that the amount for mileage reimbursement changes every year. It will probably go down because the price of gas has gone down.

**MOTION #9** Councilman Forte moved to **ESTABLISH MILEAGE RATE TO COINCIDE WITH FEDERAL IRS APPROVED RATE PER MILE FOR REIMBURSEMENT TO TOWN EMPLOYEES WHEN AUTHORIZED TO USE THEIR PRIVATE VEHICLES ON TOWN BUSINESS.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #10** Councilwoman Slavick moved to **AUTHORIZE THE HIGHWAY SUPERINTENDENT AND THE SUPERINTENDENT OF WATER AND WASTEWATER MANAGEMENT TO SPEND UP TO \$2000 PER YEAR FOR THE PURCHASE OF TOOLS WITHOUT PRIOR APPROVAL OF THE TOWN BOARD.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #11** Councilman Forte moved to **DESIGNATE THE RESPECTIVE FIRE CHIEFS AS FIRE WARDENS, APPOINT A FIRE INVESTIGATION TEAM AND DESIGNATE FIRE INSPECTORS FOR 2015 PER SCHEDULE B.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #12** Councilwoman Slavick moved to **DESIGNATE THE TOWN SUPERVISOR AS AFFIRMATIVE ACTION OFFICER.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**ORGANIZATIONAL MEETING**

**JANUARY 6, 2015**

**MOTION #13** Councilwoman Slavick moved to **DESIGNATE THE TOWN SUPERVISOR AS EMERGENCY RESPONSE OFFICER.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #14** Councilman Forte moved to **DESIGNATE TOWN BOARD MEMBERS/ OFFICIALS AS LIAISONS TO VARIOUS TOWN DEPARTMENTS FOR 2015 PER SCHEDULE C.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #15** Councilwoman Slavick moved to **DESIGNATE ALTAMONT ENTERPRISE AS OFFICIAL NEWSPAPER OF THE TOWN OF GUILDERLAND.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #16** Councilman Pastore moved to **APPROVE HOLIDAY SCHEDULE FOR TRANSFER STATION FOR THE YEAR 2015 PER SCHEDULE D.** Councilwoman Slavick seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #17** Councilwoman Slavick moved to **APPROVE COMPENSATION FOR ALL NON-UNION EMPLOYEES AND ELECTED AND APPOINTED OFFICIALS PER ATTACHED SCHEDULE E. (UNION EMPLOYEES BENEFITS AND COMPENSATION IS SUBJECT TO THEIR RESPECTIVE COLLECTIVE BARGAINING AGREEMENT.)** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #18** Councilman Pastore moved to **APPROVE HOLIDAY SCHEDULE FOR NON-UNION TOWN EMPLOYEES (OTHER THAN TRANSFER STATION) FOR 2015 PER SCHEDULE F. (UNION TOWN EMPLOYEES HOLIDAYS ARE PER CONTRACT).** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Supervisor Runion advised this completes the organizational portion of the meeting. We have a few additional matters to address tonight.

Supervisor Runion explained with the 2% tax cap provision enacted by the Legislature, there is a provision for this year and next year that the State will be reimbursing taxpayers up to 2% of their tax bills as long as the municipality stays within the 2% tax cap. This year there are no conditions attached to it. Next year, in order for our taxpayers to receive their check from the State of New York, the local governments will have to show that they've entered into shared-services agreements or consolidated services with a savings of at least 1% of their tax levy. In our case that is a pretty small sum. In the General Fund, we raise about \$800,000 in taxes. It's a small amount that we would have to save through consolidation or shared-services. The municipality gets credit for any consolidation or shared-services from 2012 to date. Councilman Pastore confirmed with the Supervisor that it's retroactive for two years. Supervisor Runion feels we've already met the 1% savings. The municipality still has to develop a plan to submit to the State of New York. If we collaborate with the County, they will put the Plan together for the local municipalities and submit it as a single Plan for the County. Through the Plan the 1% savings would be shown. It would then become a 1% savings for all of the participating municipalities. If Guilderland has a 2% savings, all the municipalities would benefit by it. Putting the Plan together and submitting it to the State of New York would be done all on the County level. Councilman Pastore acknowledged that there doesn't seem to be a disadvantage to participate.

**MOTION #19** Councilman Pastore moved to **ADOPT A RESOLUTION SUPPORTING AND APPROVING THE TOWN OF GUILDERLAND'S PARTICIPATION IN THE "ALBANY COUNTY LOCAL GOVERNMENT COLLABORATION FOR EFFICIENCY PROJECT" TO INCREASE THE OVERALL EFFICIENCY OF LOCAL GOVERNMENT IN ALBANY COUNTY.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Agenda Item 20: Supervisor Runion explained that we received notice from the State of New York that in order for Town residents to obtain flood insurance we have to adopt a resolution to

participate in the National Flood Insurance program. It also includes a requirement that we adopt a Local Law for flood damage prevention. Our Town Attorney, James, has prepared the Local Law, it's a model local law that was given to us by the State. There are time requirements that we have to adopt a resolution and the local law to submit to the federal government, FEMA, by March 16. We submit the information to the DEC and they will forward it on to FEMA. DEC requires that all of the paperwork be submitted to them by February 16. Our first step is to set the Public Hearing for the flood damage prevention legislation. Then we need the resolution to participate.

We will probably hand-deliver the local law to the Department of State as we need to prove it has been filed timely. This should be done on February 4 so that it can be mailed out. Councilwoman Slavick questioned if it goes to the Department of State or the DEC. Supervisor Runion clarified that local laws get filed with the Department of State and becomes effective upon filing. He continued that all the paperwork is submitted to the DEC with proof that we did the filing with the Department of State. Councilman Pastore asked if the Public Hearing should be set for January. Supervisor Runion requested that the Town Clerk send out the Legal Notice tomorrow for a Public Hearing at 7:30pm on January 20, 2015.

**MOTION #20** Councilman Pastore moved to **SET A PUBLIC HEARING ON A LOCAL LAW FOR FLOOD DAMAGE PREVENTION FOR JANUARY 20, 2015 AT 7:30 PM.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Agenda Item 21: Supervisor Runion explained that the next item is to consider adopting a resolution to apply to participate in the National Flood Insurance Program. We have a model resolution submitted to us and we have a couple of items to complete within the resolution by the Town Board. The responsibility for public inspection and furnishing information should be with the Building Department. The in-take and assistance with flood insurance maps will be handled by the Building Department.

**MOTION #21** Councilman Forte moved to **ADOPT A RESOLUTION TO APPLY TO PARTICIPATE IN THE NATIONAL FLOOD INSURANCE PROGRAM.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Agenda Item #21: Supervisor Runion advised we had two payroll records submitted, one for Town Justice and the other for a member of the Zoning Board.

**MOTION #22** Councilwoman Slavick moved to **ADOPT A RESOLUTION ESTABLISHING THE STANDARD WORK DAY AND REPORTING FOR CERTAIN ELECTED AND**

**APPOINTED OFFICIALS AS REQUIRED BY THE NEW YORK STATE**

**COMPTROLLER.** Councilman Forte seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

**MOTION #23** Councilman Forte moved the **PERMANENT APPOINTMENT OF ADAM BRIGADIER TO THE POSITION OF LABORER IN THE DEPARTMENT OF WATER AND WASTE WATER MANAGEMENT.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	AYE
Councilwoman Slavick	AYE
Councilman Pastore	AYE
Councilman Maikels	AYE
Supervisor Runion	AYE

Supervisor Runion advised we received an application from Living Resources to establish a group home at 3272 East Lydius Street. We will notify the neighbors in that area. Living Resources will be here on January 20 to make a presentation about the group home. Supervisor Runion requested the Town Clerk to remind him that a notice be sent out to the residents. This is basically an information session.

**MOTION #24** Councilwoman Slavick moved to **ADJOURN THE 2014 TOWN OF GUILDERLAND ORGANIZATIONAL MEETING AT 7:59PM.** Councilman Maikels seconded the motion and it was carried by the following roll call vote:

Councilman Forte	Aye
Councilwoman Slavick	Aye
Councilman Pastore	Aye
Councilman Maikels	Aye
Supervisor Runion	Aye

Supervisor Runion congratulated the newly appointed Town Officials.

**Respectfully submitted,**

**Jean J. Cataldo  
Town Clerk**