

An agenda meeting was held by the Town Board of the Town of Ballston on Tuesday evening, February 24, 2015 at the Town Hall on Charlton Road, Ballston Spa.

PRESENT: Patrick Ziegler ----- Supervisor
 Timothy Szczepaniak ----- Councilman
 William Goslin ----- Councilman
 Kelly Stewart ----- Councilwoman
 John Antoski ----- Councilman
 Carol Shemo ----- Clerk
 James Walsh ----- Counsel

Supervisor Ziegler called the meeting to order at 7:30 p.m. and the Pledge of Allegiance was recited.

RESOLUTION 15-30
AUDIT OF CLAIMS

A motion was made by Councilman Szczepaniak and seconded by Councilwoman Stewart to approve the payment of the bills on the February Abstract. The bills were approved for payment as follows:

General Fund	No. 60 - 94	\$39,971.82
Highway Fund	No. 48 - 82	54,150.21
Gravel Pit Fund	-----	0.00
Park Fund	No. 1	240.00
Library	No. 1 - 39	19,692.50
Water Fund District 2 (SW)	No. 18 - 24	1,747.55
Blue Barnes Rd Dist. No.2 Ext# 13 (BBR)	No. 12 -14	5.37
Brookline Rd Rte. 67 No.2 Ext#12 (BRW)	No. 13 - 15	37.52
Goode St Dist. No.2 Ext#14 (GSW)	No. 13 - 16	1,327.44
Paradowski Rd Water Dist. No.5 (RW)	No. 4	.49
Route 50 Water No.2 Ext#7 (RTW)	No. 12 - 14	122.77
Scotchbush Water Dist. No.6 (WW)	No. 3	.98
Silver Ln Water Dist. No.6 Ext#1 (WX)	No. 4	.49
Chapel Hill Water Dist. No.2 Ext # 18 (CH)	No. 12 - 14	37.52
Brooks Heritage Dist. No.2 Ext #21 (RL)	No. 12 - 14	16.09
Stonebridge Enclave No.2 Ext #19	No. 12 - 14	10.23
Morningdale Court No.2 Ext#24	No. 12 - 15	175.51
Mourningkill No.2 Ext#22	No. 11 - 13	5.37
Trust and Agency	-----	0.00

ADOPTED: Ayes 5 Supervisor Ziegler, Councilman Szczepaniak, Councilman Goslin, Councilwoman Stewart and Councilman Antoski
 Nays 0

The following items were discussed:

- **Emergency Management Plan**
 Emergency Management Coordinator Dennis Pokrzywka discussed emergency preparedness. It is the responsibility of the Board to notify the sheriff in emergency situations. A discussion was held concerning the ice racing event on Ballston Lake this weekend. For this event, the Board needs to be concerned about parking and traffic control.
- **Fee Payments**
 Supervisor Ziegler reported that thanks to our bookkeeper Joanne Bouchard, the Town has collected over \$100,000 in recouped taxpayers funds for outstanding fees. We anticipate another \$40,000 from a company this week.
- **Zoning Committee**
 Supervisor Ziegler said that Nan Stolzenburg will be the planner working with the zoning committee. She has worked on the TDR Plan and is extremely knowledgeable about our Comprehensive Plan. The Board had set aside \$75,000 in the budget for zoning updates and GEIS and \$21,000 of that fund will be used for the planner's contract.

- Kitchen Inspection**

Councilman Szczepaniak stated that the Department of Health performed a routine inspection of the kitchen and made some recommendations. We will be purchasing a new fan and the Saratoga County Office for the Aging will reimburse the Town for 75% of the cost.
- Staff Addition to the Building Department**

Councilman Szczepaniak stated we are in the process of hiring a Building Inspector/Stormwater Management Officer. This is a Civil Service position. The test has been administered and we will interview candidates from the list. Initially, we were interested in a Stormwater Management Officer/Planner position but this individual would not be able to do code enforcement and fire inspections. Councilwoman Stewart, Building Inspector Johnson and Councilman Szczepaniak will be the interview team.
- Policy on Violence in the Workplace**

Councilwoman Stewart needs to have representatives from Town departments to help determine the risk assessment for opportunities of possible workplace violence. She will meet with Joe Whalen, the Highway Shop Stewart, Tom Johnson, Deb Bradt, a Court Clerk and Town Clerk representative to perform risk assessment and train the staff on the procedures to follow when dealing with the situation.
- Association of Towns Meeting**

Councilwoman Stewart and Councilman Szczepaniak attended the Association of Towns Meeting in February. They hope to attend every year and achieve certified town official status. At the March meeting, they will give a presentation to the Board on the classes they attended.
- Westside Drive Water Main Break**

Councilman Goslin thanked Water Superintendent Joseph Whalen and his department for the outstanding job they did fixing the water main break on Westside Drive. He was impressed with the coordination and the safety management under severe weather conditions. Mr. Whalen plans to employ the technology for reverse 911 to notify the residents in the area of the water main break. Councilman Szczepaniak asked the County Liaison to the Emergency Management Office to provide a checklist on notification contacts.
- Sewer Committee Update**

Sewer Committee Chairman Drew Hamelink reported that his committee is actively working with the Saratoga County Sewer District Committee. This committee is interested in helping the Town and Ballston Lake with this project. They referred this project to their technological subcommittee for a formal vote on March 5 to determine whether the Town can bypass the East Line Road Pump station and go to the Shenentaha Pump station. The Town of Ballston needs to set policy on how they will allocate the cost to the residents. The Board needs to set a standard on the property size for one EDU. In the Town of Clifton Park, they set the standard that ½ acre is 1 EDU. Also, the Board has to determine how to assess vacant lots. If ½ acre is considered 1 EDU, Town Attorney Walsh cautioned that these vacant lots could be considered capable of development; this could affect overdevelopment of lake properties. Councilman Goslin asked direction from the Board concerning EDUs and vacant land at the March meeting.
- IT Update**

The Town has changed its webhosting to Bluehost. This week work will be done to move Town emails to the Cloud. Town employees will now have easy access to their email on any device from anywhere.
- Audio-visual Equipment for the Meeting Room**

Councilman Goslin received a quote for a ceiling mount projector for \$1800 with mount at \$300 and a ceiling outlet for \$64 to be used for presentations in the Meeting Room. He recommends installing a similar set up in the Community Room.
- Bonds**

Councilman Goslin stated that The Turning Lane BAN will need to be paid in full and the Refurbishing of the Water Tower will need to be bonded this fall. He suggests securing funding while the rates are low.

- **100 Year Celebration of the Burnt Hills-Ballston Lake Schools**

Councilman Antoski reported that the school district and the community will celebrate the 100 year anniversary of the Burnt Hills-Ballston Lake Schools. A committee is working on the yearlong celebration that will kick off in the fall. He is sure the Board will be involved and he will give updates on the information.

- **Library update**

Library Director Karen DeAngelo reported that she has ordered 10 iPads for the senior connection classes. The construction calendar is set and the contract with the architect has been signed for the library project. The construction subcommittee will meet March 9th. The purpose of the construction project is to: address the noise issue, create a storage room and computer area and to address the privacy issue. Building Inspector Tom Johnson said the plans need to be reviewed by the Town's Building Department. Ms. DeAngelo reviewed the closing policy for the library for inclement weather.

- **Water Report**

Water Clerk Deb Bradt reported that \$285,788.01 was the total amount of the water billing. The report shows that 150 people were charged \$100 for not reading their meter and their bills have been estimated. Seventy water customers have never read their meters. The Water Department is trying to compute the gallons of water that are used by their customers and the Water Department is concerned that we may be underestimating the usage. Water Superintendent Whalen will draft a letter to those water users that have not read their meter to schedule an appointment to have their water meters read.

- **Agreement To Spend Highway Funds**

Highway Superintendent Whalen asked if the Agreement to Spend Highway Funds will be considered at the March meeting. The Board will be looking at Town's financial reports and should be ready to consider this agreement at the March meeting.

RESOLUTION 15-31

ENTER INTO EXECUTIVE SESSION TO DISCUSS THE HIGHWAY TEAMSTER'S CONTRACT NEGOTIATIONS.

A motion was made by Councilman Szczepaniak and seconded by Councilman Antoski to enter into Executive Session to discuss the Highway Teamster's Contract negotiations.

ADOPTED: Ayes 5 Supervisor Ziegler, Councilman Szczepaniak, Councilman Goslin, Councilwoman Stewart and Councilman Antoski
Nays 0

The Town Board entered into Executive Session at 9:30 p.m.

RESOLUTION 15-32

RETURN TO REGULAR SESSION

A motion was made by Councilman Szczepaniak and seconded by Councilman Antoski to return to Regular Session.

ADOPTED: Ayes 5 Supervisor Ziegler, Councilman Szczepaniak, Councilman Goslin, Councilwoman Stewart and Councilman Antoski
Nays 0

The Town Board returned to Regular Session at 10:25 p.m. No action was taken on the item discussed in Executive Session.

A motion was made by Councilman Szczepaniak and seconded by Councilman Goslin to adjourn the meeting. The meeting was adjourned at 10:30 p.m.

Respectfully submitted,

Carol R. Shemo
Town Clerk