

A Town Board meeting was held by the Town Board of the Town of Ballston on Tuesday evening, January 10, 2023, in the Meeting Room at Town Hall located at 323 Charlton Road, Ballston Spa, New York.

PRESENT:	Eric Connolly	Supervisor
	Kelly Jasinski	Councilwoman
	Chuck Curtiss	Councilman
	Michael Carota	Councilman
	Rob Fendrick	Councilman
	Carol Gumienny	Town Clerk
	Debra Kaelin	Town Attorney
	David Urkevich	Town Comptroller
	Joe Whalen	Highway/Water Superintendent

The Supervisor called the meeting to order at 6:30 p.m. and the Pledge of Allegiance was recited.

REPORTS

Highway/Water Superintendent Joseph Whalen, Dog Control Officer Thomas Shambo, Town Clerk Carol Gumienny, and Building Inspector Jeff Stickles submitted reports for December 2022. They are on file in the Town Clerk's office.

Library Director Rebecca Darling reported that there are a lot of programs coming up at the library. Shamus, the therapy dog, will be returning, book clubs will be held, a community read will be held in March, and a program will be held at Cupola Coffee. More information will be announced in February. Ms. Darling expressed her thanks to the Supervisor for \$1,000 in ARPA money from the County for e-books for residents of Saratoga County. Work continues for the updated Charter and the legislation. She received news that Assemblywoman Woerner, of Saratoga County, has been appointed the chairperson for the NYS Committee on Libraries and Education Technology and she will be a crucial part of moving the legislation forward. The next step is for the Town Board to pass a Home Rule resolution, then submit the draft legislation to the State. The Supervisor stated that he did receive a draft resolution this evening.

FINANCIAL REPORT

Town Comptroller David Urkevich stated that the calendar year is over; however, revenue projections are coming in as expected and better than planned. \$1,000,000 is prevailing. 80% of this has been spent or appropriated; the remainder should be used wisely and to reserve some of this money towards the replacement of the Finley Road Bridge. The grant paperwork has been submitted, with the assistance of M.J. Engineering, to the Capital District Transportation Committee last week. We should know by next fall if the Town receives the grant. There is a \$165,000 surplus in mortgage sales tax. Sales tax continues to come in two months after the fiscal year closes. On the expense side, there is a surplus prevailing; however, 2022 expenses will continue to come in and will continue through February.

The Comptrollers' office is doing the end of the year IRS reporting which includes W2s for employees and 1099s for service providers. A deep audit is being done. His findings show that this was incomplete last year and not done at all the year before which violates the law. His office will do a thorough audit of all vendors who received over \$600. Mr. Urkevich stated that the Town does not outsource payroll; it is done in house, and he produces the reports. He will also be working with a municipal financial advisor to do a private competitive sale for the Carpenter's Acres sewer debt of \$700,000. The market will determine the rate and the rate will determine the tax levy requirement. The repayment schedule looks great, and the first payment is due in 2024; however, he does anticipate the tax levy to increase. He will keep the Board informed. The Town audit performed by the Office of the State Comptroller (OSC) State is almost completed. OSC has commended the Town's payroll accuracy, is noted for our strong fiscal health, and classified our budget process as "ideal". OSC will provide a full report within the next couple of months.

The Supervisor stated that at the last meeting the Board agreed to put money aside for the Finley Road bridge project. Approximately \$96,000 will be needed. A resolution will be on for February. 90% of the \$1,000,000 revenue surplus will be used.

SUPERVISOR'S REPORT

Supervisor Connolly stated that the Town team, consisting of Town department heads, the deputy supervisor and usually Councilwoman Jasinski, meets bimonthly to keep communication open. Notes are taken and shared with Town councilmembers to keep them informed. Yearly goals will be

established at the next meeting.

Work continues on the Burnt Hills business district sewer project; it is in the beginning stages. A meeting with CHA Consulting (CHA) is scheduled for next Thursday. There is a public meeting on the calendar for this Thursday to discuss the different parcels from the southern end of Town to the post office area. This sewer project will not be part of the Burnt Hills Forward grant application. The \$4.5 million grant can't go towards the sewer project, but it makes sense to explore it. During the upcoming meeting, members will brainstorm ideas, theorize and dream of how this area could look. CHA needs this information to assist with preparing a Map, Plan and Report, and to see if sewer lines can be connected at the pump station on Main Street and if the system can handle the capacity. Option 2 would be to explore running sewer lines on Route 50 to the pump station at McCrea Hill Road. The focus of sewers is for businesses only. No residential neighborhoods are involved. It is in the preliminary stages, in two months the Map, Plan and Report should be completed. The next step would be the design work and to apply for sewer grants.

The Supervisor stated that he recently signed a contract for an option to lease land behind Town Hall for the construction of a cell tower. The Town will receive an option to lease payment for two years. Once the first cell phone provider is obtained, the lease will move forward and the payments of approximately \$2,500 to the Town will begin. This should improve cell service drastically in the area. The Burnt Hills Forward Committee will meet on January 17th to pick up the pace and begin community engagement to see how the public wants the "downtown" Burnt Hills area to look. Pop up events will occur. The first one will be held at the library on February 24th during their indoor mini golf.

COUNCIL MEMBERS REPORTS

Councilwoman Jasinski stated there will be a Clean Energies Committee this year with three new members. They will get a chance to take the Committee to what they may want to achieve.

Councilman Fendrick stated that at the December Parks & Rec Meeting, the 5-year plan and 10-year plan was finalized and will be sent over. Some concerns were brought up regarding algae and drainage on the bike path, located 150 feet in on the south side, and they have been addressed with the Highway Department. Wood was purchased to assemble bog bridges for Anchor Diamond Park. The stewards at Saratoga PLAN created 95 feet of bog bridges. The blue trail was cleaned up by volunteers and the bog bridges were assembled and installed on the trails. Councilman Fendrick personally thanked Dan Russell for his work and dedication in Anchor Diamond Park. On January 28th, committee members will continue to hang signs on the outer edge of Anchor Diamond Park along the Goode Street side of Town-owned property. This needs to be completed before poison ivy comes out. During the next Parks & Rec Committee meeting; they will vote on the Committee's chairperson and a secretary. The Committee is still looking for one alternate member.

Councilman Carota stated that he has nothing to add to the library report as Ms. Darling did a thorough job. He did receive a draft resolution which he has started reviewing. He looks forwards to the library activities planned over the next couple of months.

The Supervisor clarified how much money the Town will receive with the lease option cell tower (discussed earlier). It will be \$2,500 per year for the option to lease and \$1,400 per month for the first carrier and an additional \$150 per month for each additional carrier.

Councilman Curtiss stated that the last Farmland Protection Committee meeting was held in November with some good discussions. There was no meeting in December. The next meeting will be next Tuesday. Councilman Curtiss stated that regarding the upcoming discussions for the Route 50 sewer business district, he is in favor of Option 1 (Main Street pump station) and will not support Option 2 (up Route 50 to the McCrea Hill Road pump station). This is not in alignment with our Comprehensive Plan. The middle section of Town needs to stay open space. It would be too tempting to have sewer there.

PRESENTATION

Sara Curtiss and Nicolina Foti presented an idea of a farm trail to the Town Board. Ms. Curtiss stated that she would like to see the Town support our farms by creating a farm trail throughout the Town, similar to the wine trails in the Finger Lakes. A map would be created with information about different farms to be handed out in various places in Town. She had contacted several farms and they all want to participate. This topic was discussed at the November Farmland Protection Committee meeting. This trail would only be for the farms in the Town of Ballston. There are several farms that want more information. Metal signs would be needed to mark the trails, which

cost money. She is seeing if there is Board support, as she would like to move forward. She has had customers come into their store who look to buy local. Other towns in the area have a page on their town website that is dedicated to their farms. She would like the possibility of creating a page on the Town's website for Ballston farms. She will email the description of agritourism, her research, the benefits of a farm trail and other information to the Board.

Nicolina Foti, of Cornell Cooperative Extension (CCE) at the County and on the Board of Directors for the Farm Bureau, is very invested in the communities. She has a map that she put together for the farms in Saratoga County that can be updated. If the Town does a farm trail these places can be mapped out; working with CCE she can manipulate it a little bit and make it special for our Town. A workshop for agritourism will be held once a month, free of charge, to inform farmers who want to go down the route of agritourism. She brought the map to Saratoga PLAN and expressed Ballston's idea. Our farms and agriculture go over town lines and county borders; this is something that the Town can adopt and implement that other towns can build on in the county. The more farms in the area that participate, the more it will help the community. She gets many calls a month from residents looking to buy local. There is a need. It allows farms to net-work together and be sustainable long term together.

Supervisor Connolly stated that he spoke to one of his farm friends and listened to his thoughts on a farm trail and there are some challenges. He would want to know first if there is any issue with supporting a farm trail using Town money before proceeding. He is in favor of having a page on the website. The challenging part is different harvest times. He had an idea of having a farm trail passport where people would receive a stamp at each farm; after visiting these farms, people can return the passport to the Clerk's office where they would receive a coupon book that can be used at participating farms. Ms. Curtiss stated that this could be available all year round. The Supervisor stated that if allowed, there are a lot of possibilities of how to raise awareness. Councilman Fendrick stated that this information could be posted at the parks. He also stated that if the Parks & Rec Committee can assist, to please ask. The Supervisor thanked Ms. Curtiss and Ms. Foti for presenting this evening.

OLD BUSINESS

None

NEW BUSINESS

None

Privilege of the floor ONLY on items for consideration and action this evening.

No one wished to speak.

NEW BUSINESS FOR CONSIDERATION AND ACTION THIS EVENING

RESOLUTION 23-01

APPROVE THE APPOINTMENTS AND ORGANIZATIONAL RESOLUTIONS 2 TO 25.

Supervisor Appointments:

Deputy Supervisor: Joe Whalen

Comptroller: David Urkevich

Deputy Comptroller: Erin Hadcock

Town Board Committee Appointments for 2023:

Buildings and Grounds: Curtiss

Personnel: Supervisor, Jasinski, Whalen

Insurance: Carota

Court Audit: Fendrick

Audit: Town Board

Library: Carota

Parks: Fendrick

Jenkins Park: Fendrick

Sewer: Supervisor and Jasinski

Water: Supervisor, Whalen, E. Hadcock, and D. Kaelin

Collective Bargaining: Supervisor and Whalen

Farmland: Curtiss

Planning/Zoning: Town Board

Emergency Services: Carota
Ballston Lake Management Plan & Protection: Supervisor
Debris Committee: John VanVorst, Annetta Dunham, Supervisor
Sidewalk Committee: Supervisor
Clean Energies Committee: Jasinski

RESOLUTION #2 - BE IT RESOLVED by the Town Board of the Town of Ballston that all meetings of the Town Board shall be held in accordance with the latest edition of Robert's Rules of Order.

RESOLUTION #3 - BE IT RESOLVED by the Town Board of the Town of Ballston that the meetings of the Town Board shall be held in the Town Offices located at 323 Charlton Road, Town of Ballston, Saratoga County. The regular meeting shall be held at 6:30 p.m. on the second Tuesday of each month. The agenda meeting will be held the last Tuesday of the month at 6:30 p.m. and BE IT FURTHER RESOLVED that the Zoning Board of Appeals (ZBA) Meetings will be held on the first Wednesday of the months of January, February, and March at 7:30 p.m. with an Agenda Meeting prior at 7:00 p.m. Commencing April 5, 2023, the ZBA meetings will be held on the first Wednesday of the month at 6:30 p.m. with an Agenda Meeting prior at 6:00 p.m. and BE IT FURTHER RESOLVED that the Planning Board Meeting will be held on the last Wednesday of the month at 6:30 p.m. with an Agenda Meeting prior at 6:00 p.m.

RESOLUTION #4 - BE IT RESOLVED by the Town Board of the Town of Ballston that the Town Comptroller, David Urkevich, is authorized to be the accounting officer and shall assume the accounting duties of the Supervisor. The Supervisor will remain treasurer of the Town and pay out Town moneys upon warrant of the Town Comptroller.

RESOLUTION #5 - BE IT RESOLVED by the Town Board of the Town of Ballston that the Ballston Spa National Bank shall be the official depository for Town funds and, BE IT FURTHER RESOLVED that the funds may be withdrawn, and checks may be signed by Supervisor Eric Connolly or by Deputy Supervisor Joseph Whalen, in accordance with the provisions of the Town Law and the procedures established by the Town Board and BE IT FURTHER RESOLVED that dual signatures from Supervisor Eric Connolly, Deputy Supervisor Joseph Whalen and/or Town Clerk Carol Gumienny will be required on all checks greater than \$5,000 and BE IT FURTHER RESOLVED that electronic transfers may be made in accordance with Town Law and the procedures established by the Town Board and, BE IT FURTHER RESOLVED that checks drawn on the Town Clerk's account may be signed by the Town Clerk, Carol Gumienny, or the Deputy Town Clerk I, Jodi Hollowood, in accordance with the provisions of the Town Law and the procedures established by the Town Board and, BE IT FURTHER RESOLVED that checks drawn on the Tax Collector's account may be signed by the Tax Collector, Patricia E. Mazza and, BE IT FURTHER RESOLVED that checks drawn on the Town Justice accounts may be signed by the Justice assigned to that account or the Town Supervisor and BE IT FURTHER RESOLVED that the Town Supervisor and the Deputy Town Supervisor be additional signatories on all accounts allowed by Town Law and BE IT FURTHER RESOLVED that investments of cash shall be placed with the investment cooperative known as NYCLASS according to the executed contract, and BE IT FURTHER RESOLVED that such investments may only be authorized by the Supervisor, Eric Connolly and the Town Comptroller, David Urkevich, and that such investment transactions will be in accordance with procedures established by the Town Board.

RESOLUTION #6 - BE IT RESOLVED by the Town Board of the Town of Ballston that salaries for elected officials for 2023 are approved and established in the 2023 budget and that all other salaries and hourly rates for the 2023 budget and any subsequent resolutions be approved with longevity awards to be applied during the year as earned as follows:

Assessor Peter Hotaling	\$45,678.36
Valuation Assistant Michael Pandolfo	\$49,220.00
Board of Health Officer Gayle Buckley	\$3,339.68
Court Clerk I Shannon Brooks	\$12,070.88
Town Justice Brandi Burns	\$18,204.55
Town Justice Michael Morrissey	\$18,204.55
Court Clerk I Kathleen O'Donnell	\$12,070.88
Dog Control Officer David Brown	\$13,428.50
Dog Control Officer Tom Shambo	\$6,420.00

Highway Custodian Eleanor Ellis	\$27.29/HR
Highway Clerk Leslie Zorn	\$22.49/HR
Highway Superintendent Joseph Whalen	\$76,616.28
Town Historian Richard Reynolds	\$3,380.07
Park Supervisor Joseph Whalen	\$10,700.00
Administrative Assistant Victoria O'Malley	\$21.83/HR
Building Senior Clerk Erica Collins	\$48,150.00
Assistant Building Inspector Wayne Howe	\$35,310.00
Planning/Zoning Board Secretary Kerri Mains	\$15,840.00
Building Inspector Jeffrey Stickles	\$77,040.00
Assistant Building Inspector Matthew Vaverchak	\$70,406.00
Town Supervisor Eric Connolly	\$24,654.73
Deputy Comptroller Erin Hadcock	\$72,225.00
Comptroller David Urkevich	\$100,045.00
Deputy Supervisor Joseph Whalen	\$8,185.50
Assistant Tax Collector Mary Ellen Sweeter	\$17.00/HR
Tax Collector Patricia Mazza	\$10,700.00
Town Attorney Debra Kaelin	\$83,492.10
Town Board Member Michael Carota	\$10,957.66
Town Board Member Charles Curtiss	\$10,957.66
Town Board Member Robert Fendrick	\$10,957.66
Town Board Member Kelly Jasinski	\$10,957.66
Town Clerk Carol Gumienny	\$64,200.00
Deputy Town Clerk I Jodi Hollowood	\$47,615.00
Deputy Town Clerk II Kerri Mains	\$28,160.00
Water Clerk Debora Bradt	\$23.54/HR
Deputy Water Superintendent Henry Shatley	\$8,185.50
Water Superintendent Joseph Whalen	\$38,520.00

and BE IT FURTHER RESOLVED that the payroll schedule be biweekly for all hourly, elected officials and salaried employees.

RESOLUTION #7 - BE IT RESOLVED by the Town Board of the Town of Ballston that the Planning and Zoning Board Chairpersons receive \$65 per meeting and the Planning and Zoning Board Members, and Alternates receive \$50 per meeting and to be paid upon the proper submission of a completed Town voucher.

RESOLUTION #8 - BE IT RESOLVED by the Town Board of the Town of Ballston that the Water Superintendent, Joseph Whalen, is authorized to make purchases for necessary water main break repairs without prior Town Board approval in accordance with Town Code Section 30-6 and, BE IT FURTHER RESOLVED that the Water Superintendent will notify the Water Commissioners (Town Board) of said expenditures within 24 hours and, BE IT FURTHER that the Water Superintendent will notify the Water Commissioners (Town Board) of any overtime within 24 hours.

RESOLUTION #9 - BE IT RESOLVED by the Town Board of the Town of Ballston that petty cash accounts of \$300.00 be authorized for use by the Town Clerk and \$150 for the Tax Collector. The petty cash account for the Building Department be authorized in the amount of \$100.

RESOLUTION #10 - BE IT RESOLVED by the Town Board of the Town of Ballston that the official newspaper as required by Town Law shall be The Daily Gazette.

RESOLUTION #11 - BE IT RESOLVED by the Town Board of the Town of Ballston that Town officers/employees shall be compensated at the mileage rate established by the Internal Revenue Service (IRS) or the applicable collective bargaining agreement for the use of their personal automobiles in the performance of their official duties; specifying mileage will be measured based on the shortest distance as calculated by Google Maps.

RESOLUTION #12 - BE IT RESOLVED that all Planning Board members and alternates shall be authorized to attend the Saratoga County Planning Conference and shall be reimbursed for necessary expenses at the approved rate upon submission of a proper voucher.

RESOLUTION #13 - BE IT RESOLVED that the Building Department Fee Schedule will be used for the 2023 calendar year through the January Organizational Meeting in 2024.

RESOLUTION #14 - BE IT RESOLVED by the Town Board of the Town of Ballston that all overnight trips shall require prior approval by the Town Board and, BE IT FURTHER RESOLVED that all other conference attendance shall require prior authorization of the Supervisor and BE IT FURTHER RESOLVED that reasonable expense reimbursements (any purchases for alcohol shall not be reimbursed) for conferences shall be approved by the Supervisor. Any conference enrollee who cannot attend without cause will reimburse the Town for any costs incurred by the Town. Any late fee is the sole responsibility of the conference enrollee.

RESOLUTION #15 - BE IT RESOLVED by the Town Board of the Town of Ballston that the tentative agendas be posted on the Town Website and the Town Bulletin Board five (5) days prior to the meeting and in accordance with the Open Meetings Law, documents be posted 24 hours in advance where practicable.

RESOLUTION #16 - BE IT RESOLVED by the Town Board of the Town of Ballston that the following individuals are appointed to the following positions for a term of one year beginning January 10, 2023, said term ending at the Organizational Meeting of the Town of Ballston held in January 2024.

Town Attorney: Debra Kaelin

Attorneys for Planning and Zoning Board of Appeals: Tabner, Ryan and Keniry, LLP

Building Inspector: Jeff Stickles

Assistant Building Inspector: Matt Vaverchak

Building Department Clerk: Erica Collins

Assistant Building Inspector: Wayne Howe

Administrative Assistant: Vicki O'Malley

Fire Inspector: Matt Vaverchak

Stormwater Management Coordinator: Jeff Stickles

Animal Control/Dog Control Officer: Dave Brown

Animal Control/Dog Control Officer: Tom Shambo

Deputy Town Clerk I: Jodi Hollowood

Deputy Town Clerk II: Kerri Mains

Town Historian: Richard Reynolds

Court Clerks: Kathleen O'Donnell and Shannon Brooks

Deputy Highway Superintendent: John Hollowood

Highway Clerk: Leslie Zorn

Water Superintendent: Joseph Whalen

Deputy Water Superintendent: Henry Shatley

Water Clerk: Debora Bradt

Assessor Valuation Assistant: Michael Pandolfo

Representative to the Ballston Area Recreation Commission: Erin Hadcock

Chairman, Planning Board: John VanVorst

Vice-Chair, Planning Board: David Blair

Planning and Zoning Board Clerk: Erica Collins

Planning and Zoning Board Secretary: Kerri Mains

Health Officer: Dr. Gayle Buckley

Zoning Enforcement Officers: Jeff Stickles/Matt Vaverchak

Ethics Board Chairperson: James Towne, Esq.

Ballston Clear Water Committee (Sewer Committee) Members: Drew Hamelink, Jim DiPasquale, Wes DeVoe, and Dick Doyle. Chairperson: Drew Hamelink.

Ballston Lake Water Quality Protection & Management Committee Members: David Pierce, Blue Neils, Dustin Lewis, Scott Reese, Robert Duncan, Dean Long, Joe Whalen, Dr. Gayle Buckley, Chairperson David Pierce.

Hillside Cemetery Committee Member: Rick Reynolds

Town Emergency Services Review Committee Members: Iain Holmes, Greg Winkler

Emergency Management Committee: Rob Davis, Herb Jackson, Mike Fowler. Chairperson: Rob Davis

Farmland Protection Committee Members: Sara Curtiss, Emilia Medick, Scott Draina, Zach Boekeloo, Jeremy Knight, Stephen Merchant, Kevin Draina, Kathy Knight, Linda Voehringer, and **Cliff Samson**. Chairperson: Emilia Medick.

Sidewalk Committee: Harry Darling, Tom Minnick, and Jessica Mishaga

Clean Energies Committee: Jon Mesh, Silver Gudbrandsen, Gerry Gauthier, Ben Baskin

Zoning Board of Appeals Alternate: Justin Zampella

Parks & Rec Chairperson: Sally Draina

RESOLUTION #17 - BE IT RESOLVED by the Town Board of the Town of Ballston the following committee member positions are available:

(1) Alternate member for Parks & Rec Committee and (1) Planning Board Alternate member.

RESOLUTION #18 - BE IT RESOLVED by the Town Board of the Town of Ballston that the dates observed for official holidays for the Town are:

HOLIDAY	DATE OBSERVED
New Year's Day (2023)	Monday, January 2, 2023
Martin Luther King Day	Monday, January 16, 2023
Washington's Birthday	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth National Independence Day	Monday, June 19, 2023
Day before Independence Day	Monday, July 3, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023
Veterans Day	Friday, November 10, 2023
Day before Thanksgiving	Wednesday, November 22, 2023, close at Noon
Thanksgiving Day	Thursday, November 23, 2023
Day After Thanksgiving	Friday, November 24, 2023
Friday before Christmas	Friday, December 22, 2023, close at Noon
Christmas Day	Monday, December 25, 2023
New Year's Day (2024)	Monday, January 1, 2024

RESOLUTION #19 - BE IT RESOLVED by the Town Board of the Town of Ballston, for Town Holidays observed on Fridays, employees following a standard 4-day work week shall receive a floating holiday to be used within the same calendar year.

RESOLUTION #20 BE IT RESOLVED by the Town Board of the Town of Ballston that all official meeting minutes must be written and mailed or electronically distributed to appropriate parties within 14 days of applicable meeting. Town Board minutes must, at a minimum, be sent to: all Town Board members, Town Attorney, Highway Superintendent, Building Inspector, Water Superintendent, Zoning Enforcement Officer, Assessor, Tax Collector, Town Justices, Town Librarian, Dog Control Officer, Town Historian, Zoning Board of Appeals Chairperson, Planning Board Chairperson, Parks and Recreation Committee Chairperson, Farmland Protection Committee Chairperson, Engineer to the Town, Attorney to the Zoning Board of Appeals and Planning Board, and others as required by the Town Board in special circumstances and, BE IT FURTHER RESOLVED the Zoning Board of Appeals (ZBA) minutes must be sent to all ZBA members, all Town Board Members, Town Clerk, Chairperson and Secretary of the Planning Board, Highway Superintendent, Building Inspector, Zoning Enforcement Officer, Assessor, Engineer to the Town, Attorney to the ZBA, Town Attorney, Water Superintendent, applicants before the ZBA, Chairperson of the Parks and Recreation Committee, Chairperson of the Farmland Protection Committee and, BE IT FURTHER RESOLVED the Planning Board minutes must be sent to all Planning Board members, Town Board members, Town Clerk, Chairperson and Secretary to the ZBA, Highway Superintendent, Building Inspector, Zoning Enforcement Officer, Assessor, Engineer to the Town, Attorney to the Planning Board, Town Attorney, Water Superintendent, applicants before the Planning Board, Chairperson of the Parks and Recreation Committee, and Chairperson of the Farmland Protection Committee. BE IT FURTHER RESOLVED that all other committee minutes must be sent to the Town Clerk within 14 days.

RESOLUTION #21 - BE IT RESOLVED by the Town Board of the Town of Ballston that the Town Attorney (representing the Town Board) and the Attorney to the ZBA and Planning Board, appointed or contracted for services by the Town Board, will not represent clients before any the standing boards of the Town or undertake criminal defense before the Courts of the Town of Ballston.

RESOLUTION #22 - BE IT RESOLVED by the Town Board of the Town of Ballston that the fee schedule be amended to include a fee for checks returned by any bank for insufficient funds is to be \$20.00.

RESOLUTION #23 - BE IT RESOLVED by the Town Board of the Town of Ballston that the facility rental policies be used for the 2023 calendar year through the 2024 January Organizational Meeting and may be subject to change within this timeframe by Board resolution.

RESOLUTION #24 - BE IT RESOLVED that the Supervisor and Deputy Supervisor are designated as compliance officers for sexual harassment and workplace violence, to receive and act on any complaints that may be filed under the direction of the Town Attorney and in accordance with the Town of Ballston Sexual Harassment and Workplace Violence policies.

RESOLUTION #25 - WHEREAS the Town Board of the Town of Ballston requires engineering services from a professional engineering corporation appropriately licensed and registered in New York State; and, WHEREAS the Planning Board, Zoning Board of Appeals, Town Highway Superintendent, and Town Water Superintendent may also require professional engineering services; and, BE IT RESOLVED by the Town Board of the Town of Ballston designates the firm of M.J. Engineering and Land Surveying, PC, subject to approval of contract by the Town Attorney, is hereby appointed as Engineer to the Town and BE IT FURTHER RESOLVED the Engineer to the Town agrees not to represent any clients within the Town of Ballston before any duly established Town Board (i.e. Town Board, Planning Board, Zoning Board of Appeals).

Discussion: The Supervisor briefly went over some of the resolutions. He noted that there is a new Dog Control Officer, Dave Brown, the prior Dog Control Officer, Tom Shambo, will be the backup. The Zoning Board meeting and Zoning Board Agenda meeting times will change effective April 5, 2023, to 6 p.m. for Agenda meetings and 6:30 for Board meetings. This time change will be consistent for all Board (Zoning, Planning and Town) meetings to occur at the same times.

A motion was made by Councilman Carota and seconded by Councilman Fendrick to approve Resolutions 2-26.

Discussion: Councilman Curtiss asked about Resolution #25. Town Attorney Deb Kaelin explained that the Town needs a design engineer for Planning, Highway, and Water. M.J. Engineering is our designated engineer but not exclusively; the Town can use other firms. Ms. Kaelin stated that she received the contract from M.J Engineering and it is satisfactory. Councilman Curtiss also would like to add two members to the Farmland Protection Committee: Joan Pott and Cliff Samson. The Supervisor stated to Councilman Curtiss that he is not familiar with Cliff. Councilman Curtiss stated that he has been a member in the past and is actively involved with Saratoga PLAN. He also comes to the Farmland Protection Committee meetings. The Supervisor would entertain a motion to add Cliff. Resolution #16 will be removed from the voting process at this time.

A motion was made by Councilwoman Jasinski and seconded by Councilman Curtiss to move Resolutions 23-#2 through #25 excluding #16.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski, Councilman Curtiss, and Supervisor Connolly.

Nays 0

RESOLUTION 23-26

APPROVE TO AMEND RESOLUTION #16 OF THE ORGANIZATIONAL APPOINTMENTS TO INCLUDE CLIFF SAMSON AS A MEMBER OF THE FARMLAND PROTECTION COMMITTEE.

A motion was made by Councilwoman Jasinski and seconded by Councilman Fendrick.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski, Councilman Curtiss, and Supervisor Connolly.

Nays 0

RESOLUTION 23-27

APPROVE THE 2023 JUNK YARD LICENSES FOR WILLIAM DAVEY (ROUND LAKE ROAD) AND MANGINO BUICK GMC (ROUTE 50).

A motion was made by Councilwoman Jasinski and seconded by Councilman Fendrick.

Discussion: Supervisor Connolly stated that these are long standing junkyards and were inspected by the Building Inspector Jeff Stickles.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.
Nays 0

RESOLUTION 23-28

APPROVE A SUPPLEMENTAL APPROPRIATION TO THE 2023 FINAL BUDGET TO INCREASE A FUND'S "BUDGETED FUND BALANCE DRAW" REVENUE ACCOUNT AND "DOG CONTROL – PERSONAL SERVICES" EXPENSE ACCOUNT BY \$4,000 TO ADJUST FOR HIGHER THAN ANTICIPATED STAFFING COSTS IN 2023. THE SOURCE OF THE FUNDING WILL BE A FUND, FUND BALANCE.

A motion was made by Councilman Carota and seconded by Councilwoman Jasinski.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.
Nays 0

RESOLUTION 23-29

APPROVE A SUPPLEMENTAL APPROPRIATION TO THE 2022 FINAL BUDGET TO INCREASE HIGHWAY FUND'S "BUDGETED FUND BALANCE DRAW" REVENUE ACCOUNT AND "SNOW REMOVAL – SALT PURCHASES" EXPENSE ACCOUNT BY \$8,200 TO ADJUST FOR HIGHER THAN ANTICIPATED ROCK SALT COST AND USE IN DECEMBER 2022. THE SOURCE OF THE FUNDS WILL BE HIGHWAY FUND, FUND BALANCE.

A motion was made by Councilman Fendrick and seconded by Councilman Carota.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.
Nays 0

RESOLUTION 23-30

APPROVE A SUPPLEMENTAL APPROPRIATION FOR A FUND, CONSOLIDATED WATER, MORNINGDALE COURT WATER, AND PARADOWSKI WATER 2022 FINAL BUDGETS TO INCREASE THE "BUDGETED FUND BALANCE DRAW" REVENUE ACCOUNTS AND THE "HIGHWAY ADMIN – PERSONAL SERVICE" EXPENSE ACCOUNT FOR \$15,000 FOR A FUND, THE "WATER TRANSMISSION & DISTRIBUTION PERSONAL SERVICES" EXPENSE ACCOUNT FOR \$10,000 FOR CONSOLIDATED WATER, \$40 FOR MORNINGDALE COURT WATER, AND \$150 FOR PARADOWSKI WATER TO ADJUST FOR HIGHER THAN ANTICIPATED OVERTIME COSTS. THE SOURCE OF THE FUNDING WILL BE EACH FUND'S RESPECTIVE FUND BALANCE.

A motion was made by Councilman Carota and seconded by Councilman Curtiss.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.
Nays 0

RESOLUTION 23-31

APPROVE THE NOTICE TO BID AND BID DOCUMENTS SUBMITTED BY M.J. ENGINEERING FOR THE REPLACEMENT OF EXTERIOR WINDOWS, DOORS, AND SOFFITS TO THE ORIGINAL PORTION OF TOWN HALL WITH A BID OPENING DATE OF FEBRUARY 1, 2023, AT 11 A.M.

A motion was made by Councilman Fendrick and seconded by Councilwoman Jasinski.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.
Nays 0

RESOLUTION 23-32

APPROVE A SUPPLEMENTAL APPROPRIATION FOR CONSOLIDATED WATER, MORNINGDALE COURT WATER, AND PARADOWSKI WATER 2022 FINAL BUDGETS TO INCREASE THE "BUDGETED FUND BALANCE DRAW" REVENUE ACCOUNTS AND THE "WATER PURCHASES FROM OTHERS" EXPENSE ACCOUNT FOR \$150,000 FOR CONSOLIDATED WATER, \$600 FOR MORNINGDALE COURT WATER, AND \$1,500 FOR PARADOWSKI WATER TO ADJUST FOR HIGHER THAN ANTICIPATED WATER USAGE IN 2022. THE SOURCE OF THE FUNDING WILL BE EACH FUND'S RESPECTIVE FUND BALANCE.

A motion was made by Councilman Curtiss and seconded by Councilman Carota.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.

Nays 0

RESOLUTION 23-33

APPROVE TO HIRE MARY ELLEN SWEETER AS AN ASSISTANT TO THE TAX COLLECTOR FOR 2023 AT A RATE OF \$17 PER HOUR, NOT TO EXCEED THE 2023 BUDGETED AMOUNT.

A motion was made by Councilman Curtiss and seconded by Councilwoman Jasinski.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.

Nays 0

RESOLUTION 23-34

APPROVE THE 2023 CONTRACT BETWEEN THE TOWN OF BALLSTON AND COMMUNITY EMERGENCY CORPS AND AUTHORIZE THE SUPERVISOR TO EXECUTE.

A motion was made by Councilman Fendrick and seconded by Councilwoman Jasinski.

ADOPTED Ayes 5 Councilman Fendrick, Councilman Carota, Councilwoman Jasinski,
Councilman Curtiss, and Supervisor Connolly.

Nays 0

Privilege of the floor on any topic (limit 3 minutes)

Carolyn Speenburgh, of Miller Court and the vice president of the Library Board of Trustees, thanked the Board for being receptive to the draft resolution. She asked if it is reasonable to expect this action at the February meeting? The Supervisor asked Ms. Speenburgh to send him an email with this question. She also stated that if there is anything that the library can do to help expedite this, they are willing to do it.

Charles Kraft, of Lazur Road, thanked the Highway Department for fixing the water issue on their road after the sewer contractor refused to fix it as it was a safety issue. Mr. Kraft was here tonight representing the 14 members of the HOA stating that their road is still not up to standard to where it was prior to the sewer work being done. They will continue to pursue this matter. Hopefully, the grant money will come in so it can be repaired.

Paul Brennon, of Lazur Road, expressed his dissatisfaction for the entire sewer project. He has had a view of the shoddy and terrible workmanship for the last 2.5 years. He has lived there for 20 years with no issues. Since the project began, he has had two floods and had to replace his carpet twice. He was going to connect last October but it was delayed as he was told by his contractor that the sewer lines were put in incorrectly. He knows that not much can be done about it now. The engineer told his neighbor that his hookup was 8" from his driveway; if it gets damaged the homeowner would be responsible for repairs. He is upset and dissatisfied about this whole project.

Mr. Kraft stated that he knows about curb boxes and asked to have them placed lower to ground level; this was promised by the engineer that it would get done but wasn't. He plows the road and most likely it will be hit as it was before. The Supervisor asked Mr. Kraft to send this information to him in an email and he will pass it along.

Supervisor Connolly stated that in the future, the Town Board has a choice of doing business with anyone involved in this project. Councilman Curtiss stated that in general the lowest bid is not always the best. Town Attorney Deb Kaelin stated that the statute states the "lowest responsible bidder" this gives the Town the opportunity to choose.

A motion was made by Councilman Carota and seconded by Councilman Fendrick to adjourn the meeting. All Board members were in favor. The meeting adjourned at 7:38 p.m.

Respectfully submitted,

Carol A. Gumienny, Town Clerk