

**MINUTES OF THE YEAR END MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON DECEMBER 29, 2015**

Present: Dan Evans, Councilmember/Deputy Supervisor
Chuck Gerald, Councilmember
Irene Hanna, Councilmember
Matthew Larabee, Councilmember

Absent: Michael Benson, Supervisor

Recording Secretary: Colleen Teal, Town Clerk

Others Present: Jeff Winestock, Highway Superintendent
Cynthia Creech, Deputy Court/Assessor's Clerk;
Recreation Commission, CAC, & Zoning Re-Write
Committee Member
Sharon Moon, Town Historian
Mark Baumli, Councilmember Elect
Robert Smith, Planning Board Member
Kevin Smith, Ethics Board Member & Councilmember
Elect
Phyllis Hulbert, NL Rep. to CC Office for the Aging
Joe Ogilvie, Recreation Commission Member
Ed Godfroy, LVPA
Several members of the public

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by Deputy Supervisor Evans. A moment of silence was followed by the flag salute.

MINUTES:

The minutes of the **November 10, 2015 Public Hearing on the 2016 Preliminary Budget, November 10, 2015 Regular Monthly Meeting, and December 8, 2015 Regular Monthly Meeting** were reviewed. A motion was made by Councilmember Larabee, seconded by Councilmember Hanna, and passed unanimously (Supervisor Benson absent) to accept the above noted minutes as typed.

BUDGET AMENDMENT:

Amendment # 8 of 2015:

General Fund:

\$4,000	from A-9060.8 (Health Insurance)
\$4,000	to A-1110.13 (Justice Court Clerk: Personal Services)
\$1,567	from A-1440.4 (Engineer: Contractual Expenses)
\$8	to A-1990.4 (Special Item: Contingent)
\$111	to A-7020.4 (Recreation: Contractual Expenses)
\$301	to A-1430.4 (Personnel: Contractual Expenses)
\$759	to A-1650.4 (Central Communications: Contractual Expenses)
\$388	to A-1670.4 (Central Printing: Contractual Expenses)

\$18,875 from A-7110.4 (Parks: Contractual Expenses)
\$18,875 to A-9950.9 (Transfer to Capital Project Fund)

Highway Fund:

\$15,000 from DA-9785.6 (Installment Purchase Debt: Principal)
\$1,000 from DA-9785.7 (Installment Purchase Debt: Interest)
\$16,000 to DA-9950.9 (Transfer to Capital Project Fund)

Town Clerk Teal noted under the General fund, the \$4,000 transfer is to account for the Health Insurance Buy-out; payroll and accounting currently take the buy-out amount directly out of the employees payroll account rather than the Health Insurance Account. Therefore, the payroll account will be overdrawn without this transfer. The second bunch of transfers are for accounts that were not sufficiently budgeted for. The third transfer is for the monies left in the Park .4 account that the board had wanted to transfer to the Park Capital Reserve Fund; the amount of \$18,875 is what is available in that account for this transfer but the board can approve whatever amount they choose up to the \$18,875.

For the Highway fund, these are monies that were included in the 2015 Budget for installment debt for equipment that was not used and can be transferred to the Highway Capital Reserve Fund; this will provide an available balance to transfer of \$36,000. The board can approve any amount they choose to transfer to Capital Reserve up to the \$36,000.

A motion was made by Councilmember Larabee, seconded by Councilmember Hanna, and approved unanimously (Supervisor Benson absent) to approve the above noted amendments to the 2015 Budget.

AUDIT OF BILLS:

**General Nos. 385 through 405, in the amount of \$13,965.45; and
Highway Nos. 177 through 183, in the amount of \$5,661.06;
As listed on Abstract # 12A of 2015, dated December 29, 2015.**

A motion was made by Councilmember Geraldi, seconded by Councilmember Hanna, and approved unanimously (Supervisor Benson absent) to pay the above noted claims from their respective accounts.

RESOLUTIONS:

Resolution# 21, 2015 ~ Shatford Park Capital Reserve Fund:

The following resolution was proposed by Councilmember Matt Larabee and seconded by Councilmember Irene Hanna:

Authorization to Transfer 2015 Budget Funds to the Shatford Park Capital Reserve Fund:

WHEREAS, the New Lebanon Town Board established a capital reserve fund for Shatford Park to be used for the purpose of making annual purchases of equipment and/or making improvements to the park and/or park structures (Resolution # 37, 2010 – Capital Reserve Fund: Shatford Park, dated November 8, 2010): and

WHEREAS, the New Lebanon Town Board transferred \$18,875 from the Parks Contractual Expenses account (A-7110.4) to the General Fund Appropriations Account A-9950.9 (Transfer to Capital Project Fund) for this purpose;

NOW THEREFORE, BE IT RESOLVED THAT the New Lebanon Town Board hereby authorizes the transfer of **\$18,750** from the 2015 Town Budget, General Fund Appropriations Account A-9950.9 (Transfer to Capital Project Fund) to the Capital Reserve Fund: Shatford Park.

Upon the question of the foregoing motion, the following Town Board Members voted “Aye” or “Nay” for said motion:

Roll Call Vote:

Councilmember Dan Evans	Aye
Councilmember Chuck Geraldini	Aye
Councilmember Irene Hanna	Aye
Councilmember Matt Larabee	Aye
Supervisor Michael Benson	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Deputy Supervisor of the Town of New Lebanon.

Resolution# 22, 2015 ~ Highway Capital Reserve Fund:

The following resolution was proposed by Councilmember Matt Larabee and seconded by Councilmember Chuck Geraldini:

Authorization to Transfer 2015 Budget Funds to the Highway Capital Reserve Fund:

WHEREAS, the New Lebanon Town Board established a capital reserve fund for the Highway Department to be used for the purpose of purchasing equipment and/or erecting structures for the New Lebanon Town Highway Department; and

WHEREAS, the New Lebanon Town Board put \$20,000 in the 2015 Town Budget in Highway Fund Appropriations Account DA-9950.9 (Capital Project Fund) for this purpose; and further transferred an additional \$16,000 from Highway Installment Debt Principal and Interest Funds into the Highway Fund Appropriations Account DA-9950.9 (Capital Project Fund) for this purpose;

NOW THEREFORE, BE IT RESOLVED THAT the New Lebanon Town Board hereby authorizes the transfer of **\$36,000** from the 2015 Town Budget, Highway Fund Appropriations Account DA-9950.9 (Capital Project Fund) to the Highway Capital Reserve Fund.

Upon the question of the foregoing motion, the following Town Board Members voted “Aye” or “Nay” for said motion:

Roll Call Vote:

Councilmember Dan Evans	Aye
Councilmember Chuck Geraldini	Aye
Councilmember Irene Hanna	Aye
Councilmember Matt Larabee	Aye
Supervisor Michael Benson	Absent

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Deputy Supervisor of the Town of New Lebanon.

Resolution # 23, 2015 ~ Transfer of Funds ~ Sale of Real Property (West Hill Road)

The following resolution was proposed by Councilmember Matt Larabee and seconded by Councilmember/Deputy Supervisor Dan Evans:

Authorization to Transfer Escrow Funds for the Sale of Real Property (West Hill Road, SBL # 9.-1-57):

WHEREAS, the New Lebanon Town Board established an Escrow Fund (Account No. 688014 entitled Escrow – Jacobs West Hill Property) in the amount of **\$2,000.20** for the deposit for the sale of real property located off West Hill Road (SBL No. 9.-1-57); and

WHEREAS, the New Lebanon Town Board has transferred said property to Andrew Jacobs for the amount of \$2,000;

NOW THEREFORE, BE IT RESOLVED THAT the New Lebanon Town Board hereby authorizes the transfer of **\$2,000** from Escrow Account 688014 to Revenue Account A-2660 (Sales of Real Property).

Upon the question of the foregoing motion, the following Town Board Members voted “Aye” or “Nay” for said motion:

Roll Call Vote:

Councilmember Dan Evans	Aye
Councilmember Chuck Gerald	Aye
Councilmember Irene Hanna	Aye
Councilmember Matt Larabee	Aye
Supervisor Michael Benson	Absent

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Deputy Supervisor of the Town of New Lebanon.

LVPA FIRE SERVICES CONTRACT:

A motion was made by Councilmember Gerald, seconded by Councilmember Hanna and approved unanimously (Supervisor Benson absent) to authorize the execution of the Fire Protection Agreement between the Lebanon Valley Protection Association, Inc. (LVPA) for the amount of \$220,860.00. Both Councilmember Larabee and Evans disclosed that they are members of the LVPA.

The agreement was executed by the New Lebanon Town Board and Ed Godfroy as representative for the LVPA.

ANNOUNCEMENTS (of activities or events):

January:

Monday, January 4th ~ Special Town Board Meeting (Interviews) at 6:00 p.m. at Town Hall

Monday, January 4th ~ Annual Organizational Meeting at 7:00 p.m. at Town Hall

PRIVILEGE OF THE FLOOR:

Joe Ogilvie addressed the town board asking what is done at the Organizational Meeting. Town Clerk/Supervisor-elect Teal responded that the board makes all the appointments, sets all the salaries and wages, establishing the official newspaper, what the mileage reimbursement rate is, all of the “stuff” that the town needs to do to function for the year.

Cynthia Creech addressed the town board and asked what the interviews were for. Town Clerk/Supervisor-elect Teal responded that she had been contacted by another attorney and accounting firm and the board would be interviewing for those two appoints. She noted that there are other professionals (i.e. engineering firms) that have contacted her as well but she had spoken with the board members about just doing the attorneys and accountants that night as those are imperative. The board will decide at the Organizational Meeting how they want to proceed with the engineering firms. Ms. Creech also asked about the official swearing-in. Town Clerk/Supervisor-elect Teal responded that will be Friday, January 1st at 11:00 a.m. at the Town Hall.

Councilmember Larabee addressed the town board thanking Councilmember Evans, Geraldini and Hanna stating it has been a pleasure serving with them and the Town Clerk for all her help and support. He also thanked the public for their support.

Councilmember-elect Kevin Smith expressed his appreciation to Councilmembers Larabee and Hanna for their service to the town.

Phyllis Hulbert, NL Representative to the Columbia County Office for the Aging (OFA) addressed the town board noting that she has a conflict with the town board meetings so she will not be able to come personally to report but she will send in any information that benefits the town’s residents. She noted that the Catholic Charities will now be coming to the Immaculate Conception Church Hall the third Wednesday of each month. She has been working with various residents and families helping them obtain services including insurance, food-stamps, family assistance. We now have transportation for New Lebanon residents from the Consortium in Hudson as well as a local gentleman who has volunteered. Transportation is available for medical as well as shopping in Albany, Hudson and Pittsfield. The Town Clerk’s Office has a list of telephone numbers for transportation in both Columbia and Rensselaer Counties; residents who are concerned about confidentiality can obtain the numbers and set up the transportation themselves. She will be providing the New Lebanon Library with the list also. The transportation is free. Ms. Hulbert also noted that some of the other towns are now contacting her to help them get more services in their towns. She noted she had not realized how many programs and services there are out there for the elderly and they are just there for the taking.

Pat Cochrane addressed the town board and asked about the playground equipment. Town Clerk/Supervisor-elect Teal responded that the bolts on most of the components have been loosened up and the plan is to move the equipment on Thursday. There are a number of volunteers that will be helping with the disassembling and moving of the playground equipment. There is one piece that we could not disassemble without a

special tool but we reached out to the manufacturer and they are sending us the tool free of charge. Town Clerk/Supervisor-elect Teal also noted that both the CC Department of Health and our insurance carrier provided us with written approval to accept and reinstall the equipment.

ADJOURNMENT:

A motion was made by Councilmember Larabee and seconded by Councilmember Hanna to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

Colleen Teal
New Lebanon Town Clerk