

AGENDA  
May 10, 2011

1. Call to Order
2. Roll Call
3. Pledge to the Flag
4. Approval of the minutes of the April 12, 2011 meeting.
5. Communications received.
6. Privilege of the Floor
8. Reports:

Committee Reports

Assessors	Killeen
County and Town	Hargrave
Public Safety	Topper
Property	Arnold & Weed
Buildings & Grounds	Topper
Public Affairs	Arnold
Highway	Costanzo
Historian	Keeler

LIAISON REPORTS

Planning Board	Tillson
Youth	Topper
ZBA	Weed
Senior Citizens	Arnold



9. Budget Adjustments

10. Vouchers and Reports:

Approval of General Abstract of Vouchers (A) Town Wide

Approval of General Abstract of Vouchers (B) Town Outside Village

Approval of Highway Abstract of Vouchers (DA) Town Wide

Approval of Highway Abstract of Vouchers (DB) Town Outside Village

Approval of Special Lighting District (SL)

Approval of Supervisors Report

**Motions and Resolutions**

11. Time Cards – Village Court.

12. Adjourn.

REGULAR MEETING  
MAY 10, 2011  
GALWAY TOWN HALL

Supervisor Hargrave called the meeting to order at 7:30 p.m. The following Town Board Members were present:

PRESENT: Supervisor George Hargrave	Councilman Michael Tillson
Councilman William Topper	Councilman George Weed
Councilman Fred Arnold	

OTHERS PRESENT: P. Keeler, Historian; C. Ciembroniewicz, Building Inspector; D. Costanzo, Highway Superintendent; T. O'Brien, Dog Control Officer; T. Killeen, Assessor; D. Sowle; J. Grant & M. DeFoe, Town Clerk.

Pledge to the Flag

A motion was made by Councilman Topper, seconded by Councilman Weed to approve the minutes of the April 12, 2011 Regular Meeting as submitted.

All ayes.

MOTION CARRIED

Communications – Town Clerk stated that Board Members received copies of the following correspondence: Assessor's Report dated 5/10/11; Weekly updates from State Comptroller dated 4/11-15; 4/18-22; 4/25-30; Notification from Comptroller that he would appear on NPR's Things Considered Today on 4/18/11 & link to his report on improving tax assessment procedures by sharing duties with other governments; Dog Control Officer's Report for April along with NYS Dept. of Ag. & Markets Dog Control Officer Inspection Report; Request from Donna Sowle, Youth Commission Chair to cut checks for Family Fun Day and hold in safe for event; Email correspondence from Councilman Tillson regarding status of Crooked Street issues; Packet from Allen Vollmer on Tour de Cure to be held in Saratoga County on June 5<sup>th</sup>, bike routes included; Status update from Attorney Horigan on Hric/Pandori legal issues; Email correspondence from Kyle Ruch requesting status on Crooked Street & Email correspondence from Virginia Sawicki advising that St. Mary's Cemetery Sign was missing from Hudson Road, Clerk forwarded information to Highway Superintendent. The following correspondence was also received: Notification from NYS Liquor Authority regarding renewal application for Village Pizzeria's wine & beer license; Monthly notification from Time Warner Cable regarding possible changes in services/station; Planning Board & ZBA Training notification for May 5<sup>th</sup>; Thank you from Selective Insurance regarding cooperation with infrared-thermography testing on all three buildings & Thank you letter from Greater Galway Community Services Association regarding Town financial support.

Privilege of the Floor – Donna Sowle advised that Board Members received copies of her request for payment on four vouchers. Checks would then be held in Town Clerk's safe until the event day. There will be no traditional summer recreation program this year due to school construction project. They will have a couple of individual activities. A

## REGULAR MEETING, GALWAY TOWN BOARD, MAY 10, 2011

sports youth group will meet behind the school bus garage. They have a tent, but may need assistance getting it up. Donna will talk with school on placement area for tent and get back to highway department if she needs help getting tent up. Donna stated that there were three metal picnic tables, more may be needed. They may need to bring garbage to Town Hall. Program dates will have staff day on July 5<sup>th</sup> programs running 7/6-8/6/11. Supervisor Hargrave stated that Highway Superintendent has stated that he would clean out two bays in old garage; setup tables & chairs & bring over his water cooler. Port-a-potty's can be placed behind building & area could be coned off for safety. Donna stated that would be a good back up plan, she has a couple other possibilities she is working for the second activity group – craft peer group. Supervisor Hargrave stated that Jim Tedisco would like to be invited to this years Family Fun Day Celebration.

**RESOLUTION #: 18-2011** – Authorization to cut checks for Family Fun Day in an amount not to exceed \$2,200.00. On a motion of Councilman Tillson, seconded by Councilman Weed the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Galway Town Board authorize the four check be cut for Family Fun Day in an amount not to exceed \$2,200.00 to be charged to B7310.4 Youth Programs CE, checks will be held in Town Clerk safe until event.

All ayes.

MOTION CARRIED

**COMMITTEE REPORTS:** Assessor – Nothing in addition to written report.

**Historian** – Phyllis Keeler advised that she and the Deputy Historian attended the County Historian's meeting on May 3<sup>rd</sup>. Phyllis will need to prepare a Civil War Display for Fair. She will serve on a history panel on May 26<sup>th</sup> regarding Local Cemeteries and who takes care of them. Requested Proclamation for Joseph Henry Day on June 16, 2011.

**RESOLUTION #: 19-2011** – Joseph Henry Day Proclamation. On a motion of Councilman Tillson, seconded by Councilman Topper the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Galway Town Board approve the following proclamation:

TOWN OF GALWAY  
PROCLAMATION  
ESTABLISHING JUNE 16, 2011 AS JOSEPH HENRY DAY  
IN THE TOWN OF GALWAY  
SARATOGA COUNTY  
STATE OF NEW YORK

WHEREAS, the “Joseph Henry Day” Committee, of the Joseph Henry Elementary School of the Galway Central School District are sponsoring a day long celebration in honor of Joseph Henry, namesake of the school, and,

WHEREAS, the Town Board recognizes and appreciates the inventive contributions of this great scientist in the fields of magnetism, magnetic induction theory and telegraph, and,

## REGULAR MEETING, GALWAY TOWN BOARD, MAY 10, 2011

WHEREAS, the Board further recognizes his outstanding contribution to the world by organizing the systematic distribution of scientific technology as the first secretary and operating executive of the Smithsonian Institution from 1846 to 1879, and,

WHEREAS, the Board also notes that Joseph Henry organized the first nationwide weather observation and reporting system and had the foresight to link this with the newly invented telegraph, and,

WHEREAS, we may take great pride that this man was born and raised in our own Capital District area, lived in Galway during his early years, and,

WHEREAS, Joseph Henry received his elementary education in the early forerunner of the school here, now bearing his name, be it now, and therefore,

RESOLVED that this Town Board hereby designates Thursday, June 16, 2011 as JOSEPH HENRY DAY in the Town of Galway and urges and calls upon all citizens to recognize and honor this occasion in a fitting and appropriate manner.

Supervisor	George Hargrave
Council Members	Michael Tillson
	William Topper
	George Weed
	Fred Arnold

All ayes.

MOTION CARRIED

**Public Safety** – No Report. **Property** – No Report. **Buildings & Grounds** – Councilman Topper stated that new culvert pipe has been installed at ball field making the entrance/exit about 60'. He will now work on paperwork for sign. Pavilion should be up this summer. Board went into discussion regarding "Farmers Market" & pavilion usage by community. **Public Affairs** – Councilman Arnold stated that Road Side Clean Up was a great success. **Highway** – Highway Superintendent, Dave Costanzo stated for April highway department didn't plow at all; Broomed winter sand from roads; Cut brush on Stanton Road; Started reconstruction of Stanton Road; Hauled stone for seals on Consaul Road; Greens Corners Road; Lake Road; Ruback's Grove Road & West Galway Road; Started screening gravel & sand; Removed 4-ton weight limit signs; Fixed washouts; limbs; etc after storm damage & Roadside clean-up. For May the highway department will continue with the reconstruction of Stanton Road; Screen gravel & sand; Haul stone dust & winter sand to shop. Highway department has mowed ball field and reset all bases. Superintendent is looking for someplace local to purchase the infield mix for the pitchers mound. Will put a blacktop apron down at entrance to ball field. Supervisor Hargrave questioned if Dave had information for Board on container pricing for resolution to take care of all the garbage picked up after the roadside clean-up day? Superintendent Costanzo gave Town Board his pricing sheet on containers. Councilman Weed stated that they had about 75% of the roads in Galway done on Clean-up day, they still have about 25% that they need help with. Councilman Weed thanked everyone for helping to make this clean-up a success.

## REGULAR MEETING, GALWAY TOWN BOARD, MAY 10, 2011

**RESOLUTION #: 20-2011** – Rental of Front Load Container for misc. garbage picked up on roadside clean-up day. On a motion of Councilman Topper, seconded by Councilman Tillson the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Galway Town Board approve the rental of a Front Load Container from County Waste & Recycling to dispose of all the misc. garbage picked up at the roadside clean-up day in an amount not to exceed \$200.00 to be charged to A1010.4 Town Board CE.

All ayes.

MOTION CARRIED

**County/Town** – Supervisor Hargrave stated on Town level we are currently being audited by the State. On a County level, Veterans' Department will hold a Job Fair and also honor Korean War Veterans' at the City Center. In September the band will be back at SPAC. County is working thru re-staffing issues after so many people retired in 2010.

**LIAISON REPORTS: Planning Board** – No Meeting/No Report. **ZBA** – No Meeting/No Report. **Senior Citizens** - Councilman Arnold stated he was unable to attend meeting sent cookies. **Youth** – Councilman Topper stated that they are getting ready for Youth Appreciation Day. Rifle Team now has four of their own air rifles. Two members are currently working on Distinguished Marksmanship. Competition will be held in Ohio this year. **Building Department** – Chet stated that things seem to be going along well in Building Office. He has training in about two weeks and then his last training session will be held in June.

**RESOLUTION #: 21-2011** – Purchase two desk top computer towers for Deputy Clerk & Assessor. Supervisor Hargrave stated that there have been problems with the Deputy Town Clerk's & Assessor's computer. Town Clerk stated that our computer IT person has evaluated each machine and gave suggestions to Town on when things should be replaced. Councilman Tillson stated that Chet's machine may need updating. Supervisor Hargrave stated that departments needed to advise him if they were having issues with computers so Town can keep up with any possible problems. On a motion of Councilman Arnold, seconded by Councilman Topper the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Galway Town Board authorize the purchase of two desk top computer towers for the Deputy Town Clerk & Assessor in an amount not to exceed \$1,600.00 to be charged to A1680.4 Data Processing CE.

All ayes.

MOTION CARRIED

Supervisor Hargrave stated that his report shows a couple of items with a negative balance. These items will be corrected next month with budget adjustments. Bookkeeper's husband is having some health issues at present time, so everything will be corrected for next month's meeting.

Councilman Topper made a motion, seconded by Councilman Tillson to approve the General Abstract of Vouchers (A) dated 04/13/11 thru 05/04/11 for a total of \$9,556.57.

All ayes.

MOTION CARRIED

## REGULAR MEETING, GALWAY TOWN BOARD, MAY 10, 2011

Councilman Weed made a motion, seconded by Councilman Topper to approve the General Abstract of Vouchers (B) dated 04/13/11 thru 05/04/11 for a total of \$1,992.29.

All ayes.

MOTION CARRIED

Councilman Tillson made a motion, seconded by Councilman Weed to approve the Highway Abstract of Vouchers (DA) dated 04/13/11 thru 05/04/11 for a total of \$4,758.94.

All ayes.

MOTION CARRIED

Councilman Arnold made a motion, seconded by Councilman Tillson to approve the Highway Abstract of Vouchers (DB) dated 04/13/11 thru 05/04/11 for a total of \$26,607.73.

All ayes.

MOTION CARRIED

Councilman Topper made a motion, seconded by Councilman Arnold to approve the Special District Abstract of Vouchers (SL) dated 4/13/11 thru 5/04/11 for a total of \$109.16.

All ayes.

MOTION CARRIED

Councilman Arnold made a motion, seconded by Councilman Topper to approve the Supervisor's Operating Statement for the period ending 4/30/11.

All ayes.

MOTION CARRIED

Supervisor Hargrave stated that Councilman Topper wanted to go over an issue with time cards. Councilman Topper felt with the current audit being done that the Town needed to implement a procedure for signing off on time cards. He felt each department head should indicate total hours worked and sign each card for validation. Discussed issues with Crossing Guard needing coverage with no prior notice.

**RESOLUTION #: 22-2011** – Change in Town Policy # 2 requiring Department Heads to sign time cards. On a motion of Councilman Topper, seconded by Councilman Tillson the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Town Board add to Town Policy #: 2 that Department Heads must indicate total hours worked and sign each time card for validation.

All ayes.

MOTION CARRIED

Town Board went into discussion regarding Village Court being held at Town Hall. Supervisor Hargrave referenced email correspondence received previously & comments from Town Attorney regarding liability. Town Clerk reiterated concerns for DA night and disruption in ability to do any other Town Business. Supervisor Hargrave stated the only other night the building is available is Friday night. Will discuss further next month, hopefully the Mayor will attend meeting.

Building Department will be making set hours of Tuesday nights from 4:30-7:30 p.m. & others by appointment soon. Legal notice will need to be placed in Gazette advising public of hours available.



REGULAR MEETING, GALWAY TOWN BOARD, MAY 10, 2011

**RESOLUTION #: 23-2011** – Authorization for General Code to process supplement to code. Board went into discussion regarding proposal from General Code. On a motion of Councilman Topper, seconded by Councilman Tillson the following resolution was ADOPTED: AYES – 5 NAYS – 0

RESOLVED that the Galway Town Board authorize General Code to process a supplement to the Town Code Book in an amount not to exceed \$2,100.00; charging \$1,050.00 to B8010.4 Zoning CE & \$1,050.00 to B8020.4 Planning CE.

All ayes.

MOTION CARRIED.

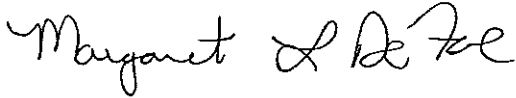
Councilman Topper questioned if Town should look into sending newsletter electronically. Board went into discussion regarding newsletter and determined that it would remain as is for now.

Councilman Topper made a motion, seconded by Councilman Arnold to adjourn the meeting at 8:58 p.m.

All ayes.

MOTION CARRIED

Respectfully submitted,



Margaret L. DeFoe  
Town Clerk