

## AGENDA

January 8, 2013

1. Call to Order
2. Roll Call
3. Pledge to the Flag
4. Approval of minutes from Dec. 11, 2012 and January 2, 2013.
5. Presentation by GAR Associates relating to the Assessors position.
6. Communications received.
7. Privilege of the Floor
8. Reports:

## Committee Reports

Assessor	Killeen
County and Town	Hargrave
Public Safety	Hargrave
Property	Arnold
Buildings & Grounds	Hargrave
Public Affairs	Arnold
Highway	Costanzo
Historian	Keeler
Zoning	Ciembroniwicz

## LIAISON REPORTS

Planning Board	Tillson
Youth	Arnold
ZBA	Sutch
Senior Citizens	Sutch

## MOTIONS &amp; RESOLUTIONS

8. Budget Adjustments

9. Vouchers and Reports:

Approval of General Abstract of Vouchers (A)

Approval of General Abstract of Vouchers (B)

Approval of Highway Abstract of Vouchers (DA)

Approval of Highway Abstract of Vouchers (DB)

Approval of the Supervisors Report.

10. Resolution authorizing the Town Supervisor to sign two agreements with the county Dept. for the aging. One for use of the Town Hall and one for the cost of meals. ( charge \$584.00 to A6772.4 Nutrition meal site.

11. Other Business.

12. Adjourn

REGULAR MEETING  
 JANUARY 08, 2013  
 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 Fred Arnold                              Councilwoman Susan Sutch

OTHERS PRESENT: D. Costanzo, Highway Superintendent; T. O'Brien, Dog Control Officer; C. Baire of GAR Associates; S. Otis of GAR Associates; B. Topper; A. Walendziak Broadalbin Government Class; D. Walendziak; C. Ciembroniewicz, Code Enforcement Officer; J. Koch-Owen, Building Department Clerk; M. Cuffe-Perez; M. DeFoe, Town Clerk & C. Tillson arrived late.

Pledge to the Flag

A motion was made by Councilwoman Sutch, seconded by Councilman Arnold to approve the minutes of the December 11, 2012 Regular Meeting & the January 2, 2013 Organizational Meeting as submitted.

All ayes.

MOTION CARRIED

**GAR Associates, Inc. Presentation –Cindy Baire** – Gave an overview of program available thru their company to address alternative staffing specifically for the Assessment Department. Cindy went over outsourcing proposal for Assessor Department with reference to actual Assessor Position vs. Data Collection & Clerical Functions. The Government Services provided by their company are as follows: Reassessment Support (Revaluation); Assessment Equity Program; Sustaining Equity Program; Public Relations & Education Programs; Tax Certiorari Support Services; Project Management & Project Design; Needs Analysis Audit & Ongoing Assistance with Office/Field Assessment Functions. Susan Otis went over her qualifications as the on staff Assessor for GAR. Cindy will put a proposal together for their services.

Communications – Town Clerk stated that Board Members received copies of the following correspondence: Bill Topper's Pavilion Report, which he will go over later in meeting; Highway Expenditure Agreement-Resolution is needed; Assessor's Report dated 1/8/13; Resignation letter from Carol DeLorme for her position as Planning and Zoning Board Clerk effective March 3, 2013; Regional Emergency Medical Organization advising of the application by the Town & Village of Corinth EMS regarding services; NYS Local Retirement Employer E-News; Congressman Chris Gibson update from Washington for December & January; Historian's Report for January; Saratoga County Planning & Zoning Conference notification given to Board Members and Planning & ZBA; Dog Control Officer's Report for December along with Shelter Report for December; NYS Association of Towns notification of meeting in NY City 2/17-2/20/13 given to all Town Officials; Notification from Department of Army advising that they

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approved the replacement of a 100 foot retaining wall in Galway Lake on property of Christine Prysmont; Correspondence from the Department of States advising of grants available to Municipalities; Request from Mary Cuffe Perez to add a short question & answer period at end of Town Board Meeting and also post agenda for meeting on website at least three days prior to meeting; Notification from NY Planning Federation of Annual Conference April 21<sup>st</sup> – 23<sup>rd</sup> in Saratoga Springs given to Town Board & Planning & ZBA; Weekly updates from State Comptroller for December thru January 6<sup>th</sup>; Highway Department report for December with schedule for January & Appointment of Ronald Spraker as Deputy Highway Superintendent effective January 1, 2013. The following correspondence was also received: Notification from Town of Amsterdam Planning Board of Public Hearing on January 2, 2013 for Site Plan Review application of Cellco Partnership d/b/a Verizon Wireless; Monthly notification from Time Warner Cable of possible changes in services/stations; Legal Notice placed in Daily Gazette on December 14, 2012 advising of Assessor Interviews to be held January 15, 2013 starting at 6:00 p.m.; Legal Notice placed in Daily Gazette on December 14, 2012 advising of follow-up interviews for Assessor position followed by Special Meeting to appoint Assessor on January 22, 2013 starting at 7:00 p.m., Special Meeting to follow at 8:00 p.m.; Certificates of Election from Harmony Corners Fire District on the 4 year term of Joseph DeMartino & 5 year term of Robert Pashley; & Thank you letter from the Greater Galway Community Services Association for donation to their Food Pantry.

**Privilege of the Floor** – Mary Cuffe Perez questioned if Town Board was going to address her request for question/answer period at end of meeting? Supervisor Hargrave read information from NYS Committee on Open Government advising that Town Board doesn't have to allow the public to speak at their meetings. Councilwoman Sutch stated that Town Board has placed Privilege of Floor at beginning of meeting as a courtesy to public to allow them the ability to address an issue they have and not have to stay for the entire meeting. Board Members could be addressed individually after a meeting regarding comments made during their Committee Reports & Liaison Reports. Councilwoman Sutch stated that the Town Board was very approachable. Councilwoman Sutch stated she was reluctant to put another comment period at end of meeting. Supervisor Hargrave stated Open Meeting Law states no agenda is even required for meetings. Town Board goes above the requirements of State for both Agenda and Privilege of Floor. Board went into lengthy discussion regarding this request.

**COMMITTEE REPORTS:** **Assessor** – Nothing in addition to written report. **Historian** – Nothing in addition to written report. **Property** - No Report. **Public Affairs** – No Report. **Zoning** – Chet stated permits are up to date; only about 7 permits in the last month; working on getting files up to date in computer; introduced his new Clerk Jackie to Town Board & Working on finishing up the 2012 State Report that will be forwarded to them by the end of the month. **Highway** – Dave stated for December the Highway Department continued to work on ditches on Old Mill Road; Hauled sand to shop; Worked on pavilion; Plowed & sanded 12 days; Mixed salt & sand; Town Wide patched potholes; Youth Commission sign was put up at ball field. For January they will continue to haul sand to shop; Plow & sand as needed & Cut brush town-wide.

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**Buildings & Grounds** – Bill Topper stated that they were just notified remainder of the tin roofing will be delivered Friday. Bill anticipates pouring the concrete for pedestal on Thursday. **Public Safety** – No Report. **County & Town** – Supervisor Hargrave stated the budget process was complete on Town/County level. Public Hearing will take place at County tomorrow regarding Maplewood Manor.

**LIAISON REPORTS: Planning Board** – No Meeting/No Report. **Youth** – Councilman Arnold stated that youth commission finalized remaining expenditures for 2012. **ZBA** – No Meeting/ No Report. **Senior Citizens** – Councilwoman Sutch stated she was unable to attend the Senior Christmas party. Their meetings continue to be very well attended.

**RESOLUTION #: 2- 2013** – Approval of Highway Expenditure Agreement for 2013. On a motion of Councilwoman Sutch, seconded by Councilman Tillson the following resolution was ADOPTED BY ROLL CALL VOTE:

Supervisor George Hargrave – AYE                      Councilman Michael Tillson – AYE  
Councilman Fred Arnold – AYE                      Councilwoman Susan Sutch – AYE

RESOLVED that the Galway Town Board approve the Agreement for the Expenditure of Highway Moneys for 2013 in the sum of \$580,000.00 for 59.13 miles of town highways.

AYES – 4    NAYS – 0

MOTION CARRIED

Councilman Arnold made a motion, seconded by Councilman Tillson to approve the General Abstract of Vouchers (A) dated 12/14/12 thru 01/03/13 for a total of \$38,457.63.

All ayes.

MOTION CARRIED

Councilman Tillson made a motion, seconded by Councilwoman Sutch to approve the General Abstract of Vouchers (B) dated 12/14/12 thru 01/03/13 for a total of \$7,341.93.

All ayes.

MOTION CARRIED

Councilwoman Sutch made a motion, seconded by Councilman Tillson to approve the Highway Abstract of Vouchers (DA) dated 12/14/12 thru 01/04/13 for a total of \$68,529.24.

All ayes.

MOTION CARRIED

Councilman Arnold made a motion, seconded by Councilwoman Sutch to approve the Highway Abstract of Vouchers (DB) dated 12/14/12 thru 01/04/13 for a total of \$48,566.12.

All ayes.

MOTION CARRIED

Councilwoman Sutch made a motion, seconded by Councilman Arnold to approve the Supervisor's Operating Statement for the period ending 12/31/12.

All ayes.

MOTION CARRIED

**RESOLUTION #: 3-2013**- Authorization for Supervisor to sign two agreements with Saratoga County Office for the Aging. Supervisor Hargrave stated one was for cost of

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meals and the other was a new agreement required by NYS for use of building for meal site. On a motion of Councilman Tillson, seconded by Councilwoman Sutch the following resolution was ADOPTED: AYES – 4 NAYS – 0

RESOLVED that the Galway Town Board authorize the Supervisor to sign two agreements with Saratoga County Office for the Aging; one for use of Town Hall for Meal Site and the other for the cost of meals in the amount of \$584.00 to be charged to A6772.4 Nutrition Meal Site.

All ayes.

MOTION CARRIED

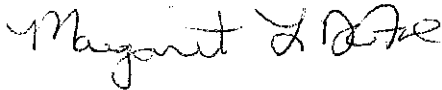
Supervisor Hargrave would like to see the cutoff date for submission of applications for the Zoning Board of Appeals & Planning Board be shortened and included in Town Policy. Town Board will ask Planning & Zoning Chairman for their suggestions regarding this change. Councilman Tillson felt a shorter time frame should definitely be placed on submission of these applications. Board will discuss further at next month's meeting. Town Board requested that the Town Clerk place a help wanted advertisement in Daily Gazette for ZBA/Planning Clerk – Part-time - salary to be determined by experience -- no cutoff date for applications to be submitted by.

Councilman Arnold made a motion, seconded by Councilman Tillson to adjourn the meeting at 8:44 p.m.

All ayes.

MOTION CARRIED

Respectfully submitted,



Margaret L. DeFoe  
Town Clerk