The following Town Officials were in attendance:

- Supervisor: Douglas LaGrange
- Councilperson: Adam Greenberg, Daniel Leinung, William Hennessy, Patricia Snyder
- Highway Superintendent: Kenneth Guier
- Engineer: David Hansen
- Town Clerk: Diane Deschenes
- Town Attorney: Michael Naughton

1. **Call to Order**
   Supervisor LaGrange called the meeting to order at 7:00 PM.

2. **Pledge of Allegiance**

3. **Invitation to the General Public to Comment on Agenda Items**: Please use the microphone available and state your name for the record.

4. **Approval of the Minutes of the Following**:
   - July 10, 2019, Regular Town Board Meeting
   - July 24, 2019, Bid Opening
   - July 24, 2019, Special Town Board Meeting

   **Resolution 2019-174**
   Supervisor LaGrange offered the following resolution and moved its adoption:

   RESOLVED, that the Town Board of the Town of New Scotland does hereby approve the minutes as presented by the Clerk for the July 10, 2019, Regular Town Board meeting and the July 24, 2019, Bid opening.

   Seconded by Councilperson Leinung. All present and voting, the motion carried (5 Ayes).

   **Resolution 2019-175**
   Councilperson Greenberg offered the following resolution and moved its adoption:

   RESOLVED, that the Town Board of the Town of New Scotland does hereby approve the minutes as presented by the Clerk for the July 24, 2019, Special Town Board meeting.

   Seconded by Councilperson Leinung. All present and voting, the motion carried (4 Ayes - 1 Abstained). Supervisor LaGrange abstained since he was absent.

   **Announcement:**
   - Krumkill Rd. work to begin Monday August 19th

5. **Discussion/Action re: Street Light Improvements & Mapping**
   - Agreement for Purchase and Sale of Streetlights
   - License Agreement with National Grid **TABLED**

6. **Discussion/Action re: RFP for Proposed Solar Project on Town Landfill**
   Councilperson Hennessy advised that this is the request for proposal document prepared by Solomon Energy on behalf of the Town in order to identify potential developers for solar power to be developed on our old landfills here in New Scotland. NYS Energy Research Development Authority has programs currently on the books for subsidizing and helping towns develop solar energy, and they are now pursing that on lands that are essentially unusable which are old landfills. We currently have two. Our transfer station property on Upper Flat Rock Road is approximately 62 acres and approximately 25-30 of them are
usable for solar and we have another parcel on Upper Flat Rock Road that is approximately 9 acres and 6-
7 acres of that are usable for solar. With some of that grant funding availability for development of solar,
we can now pursue that avenue. We attempted to do this over five years ago and the programs lapsed so it
didn’t come to fruition. Now we are able to do that. We have been assisted by Mike Hamer. He
represents Solomon Energy and they have been able to put together a marvelous RFP that we have
reviewed and commented on. Councilperson Hennessy and Councilperson Greenberg submitted
comments to Attorney Naughton last week on this so the Board has had sufficient time to review this. We
are pushing forward and wanting to go out to bid to developers.

Supervisor LaGrange asked if we need a motion to approve this RPF? Attorney Naughtons said that he
would just note that there were several iterations of the RFP, and Solomon was able to get both sites “pre-
qualified” by NYSERDA. The smaller site he was able to get in on Friday. We made some revisions, and
he circulated the email with the latest and greatest one. He picked up on a typo but we have the cleanest
one on our electronic version. This is just a slightly earlier version that had a couple of typos in it that
have now been cleaned up. We are just approving the RFP and allowing Solomon to go forward with
issuing the RFP on our behalf. This is what our agreement with Solomon says. They will collect them,
analyze them, and let us know what they are and what they think are the most viable and economically
best proposals.

Resolution 2019-176
Councilperson Hennessy offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby authorize Solomon Energy
to issue the RFP document as stipulated in the electronic copy that was issued.

Seconded by Councilperson Greenberg

Councilperson Snyder noted that this may be a typo that may have been picked up on in the electronic
version. On the legal notice it talks about two dates, September 12 and September 5. He thinks we mean
the 12th in both of those places. Mr. Hamer agreed but said he’d have to look at it. Councilperson
Hennessy said that might be one of the ones we caught. Attorney Naughton said one had been highlighted
in red, and then there was one in the body later. That just needs to be cleaned up so they are parallel. Mr.
Hamer said that he talked to Jeff yesterday about that. Supervisor LaGrange wanted to thank everybody,
especially Solomon Energy, Attorney Naughton, and Councilperson Hennessy. Everyone has had a little
hand in it and he appreciates that. A lot of work went into this. Councilperson Hennessy wanted to add
Michael McGuire. The Assessor’s office was helpful in identifying some research. The Town Clerk was
also very helpful in identifying some old historical items for this.

All present and voting, the motion carried (5 Ayes).

7. Discussion/Action concerning renewal of membership in the Albany County Stormwater Coalition

Resolution 2019-177
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby approve our annual
membership renewal for the Albany County Stormwater Coalition in the sum of $6,986. This is the
same amount as 2019. This would be for 2020.

Seconded by Councilperson Greenberg All present and voting, the motion carried (5 Ayes).

8. Highway/Parks:

- Discussion/Action re: going to bid for oil/water separator at Highway Garage

Highway Superintendent Guyer said that we sent this over to Mr. Frueh at Stantec and it’s been
going back and forth between Mr. Frueh and Attorney Naughton along with DEC with the SPDES
permit. Superintendent Guyer hasn’t had that much involvement. Attorney Naughton said that, as
you know, we do a SPDES permit allowing us to install an oil/water separator at the highway garage
to take care of the discharge from floor drains. It had a stipulation that we could not use the
municipal water; we had to use the well water. When we tested the well water we found out that
there were suspended solids that exceeded limits. We went back to DEC and Stantec asked them to
modify the permit so we could use the municipal water which has a small level of zinc in it. Over the telephone they were indicating that that looked like something that could be done but we had to submit the formal application. They haven’t finished processing it. We followed up with DEC just late last week and asked them if it was done. They were still reviewing it but we expect that it’s going to be issued. He would recommend that, because we’re getting into the winter season again, we proceed with sending this out for bids and whatever cover letter accompanies this should just indicate that final acceptance of any bid will be subject to issuance of the modified SPDES permit so we know we can use the oil/water separator. There are plans for it and Stantec has gone through all of this. Mr. Frueh did all of the work on this so we’re in good shape. He would recommend that we move forward with this now. Don’t wait any longer and have that stipulation that final acceptance is subject to issuance of the modified SPDES permit.

Supervisor LaGrange noted that we don’t have definitive dates on the bid opening or the final work being done. We should have a bid opening date. Attorney Naughton agreed. Councilperson Hennessy said that we want to give contractors some time. Engineer Hansen suggested 3-4 weeks. Supervisor LaGrange suggested Friday, September 13th. Highway Superintendent asked if this had to go in the construction recorder. Town Clerk Deschenes added that it also had to go into our legal paper. Engineer Hansen said that we just want to leave enough time to get it posted in the paper. The document preparation is not that difficult in this size job. Supervisor LaGrange asked what about the completion date? Do we have to plug something in? Engineer Hansen said he assumed that that was in the RFP. Supervisor LaGrange said it says “to be determined.” Councilperson Greenberg asked when we would like to have this in by? Highway Superintendent Guyer said, “the sooner the better.” Councilperson Greenberg said that he didn’t know if we just needed it for the winter. Highway Superintendent Guyer said that we wish stuff all year round. Almost every day there is a hose running. We need to get rolling on this. Supervisor LaGrange asked what is a realistic amount of time it would take to do it? Engineer Hansen said that if we receive bids in September, it would be tied to the delivery time of the oil/water separator. Attorney Naughton suggested November 15, 2019. Engineer Hansen agreed. That gives them two months. Councilperson Hennessy asked if he meant to complete the construction by November 15, 2019? Engineer Hansen said at least a substantial amount of construction. Councilperson Hennessy said that that’s aggressive. Attorney Naughton said that we don’t want to lose bidders. Councilperson Hennessy said that we should try to do it before winter is over. Attorney Naughton suggested making it December 15, 2019. Engineer Hansen said my that his would be substantial completion and allow them to come back in the spring and finish up the final restoration. Councilperson Hennessy added that you can’t do restoration in December. That’s fine as long as it’s operable. We’d like to do what we can in order to comply with the permit requirements. Attorney Naughton said so it would be December 15, 2019. Councilperson Hennessy said that that’s fine with him. Supervisor LaGrange said that the bid will be Friday, September 13th. Highway Superintendent Guyer suggested 10 AM and asked if Town Clerk Deschenes would publish it. She said she would send it to the Altamont Enterprise once someone sends it to her.

Resolution 2019-178

Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby approve the bid specifications for the oil/water separator and system for the highway garage and approves going out to bid with the changes of the bid opening for September 13, 2019, at 10 AM and the substantial completion by December 16, 2019, with the final acceptance of the bid subject to the issuance of a modified permit by DEC.

Seconded by Councilperson Greenberg  All present and voting, the motion carried (5 Ayes).

- Discussion re: proposed donation to Town land at end of East Rd.

Highway Superintendent Guyer said that Robert Parmenter approached him about five months ago and asked if we had any interest. He has a building lot on the end of East Road across from the Voorheesville High School. It’s a dead end. It’s the last lot on the left. It’s a stand-alone lot. It’s already subdivided off the main parcel. He asked if we had any use for it and if we wanted it. He went and looked at it because it dawned on him that it could be a turnaround. It would be a nice piece of property to put a turnaround on for the plow trucks and for the garbage trucks. He spoke with Building Inspector Cramer who said because it’s a stand-alone lot he doesn’t think there is
going to be any surveying involved. The cost associated would be whatever we need to do for filing the deed. He thinks it can be done off the tax map. He thought it would be easy to do. We would construct the turnaround. It’s 0.45 acres and it would make a nice turnaround. What we do with the plow truck is go down East Road and then we back all the way out. The truck turns around and then backs all the way in and then plows out. The garbage truck has to do the same. It would eliminate all of that backing up. Supervisor LaGrange said that he hasn’t been over there in a while. Is it a half mile long? Highway Superintendent Guyer said that it’s probably not a quarter of a mile. Supervisor LaGrange added that Mr. Parmenter’s house is the first one on the left. Highway Superintendent Guyer said that that’s Parmenter’s driveway. This is East Road. Their property comes through and abuts the back of East Road. Councilperson Snyder said that it’s very nice that he offered this. Highway Superintendent Guyer said that they are not looking for anything. They’ve never done a thing with it and they don’t have a use for it. The property drops about 30 feet from the front of the lot to the back of the lot. We’re only going to use 40 feet or so. Highway Superintendent Guyer said that there is a stream in the back of it. We will do some tree work. We will clean the ditch and drop a culvert pipe in and stone a turnaround.

Councilperson Hennessy said that the engineer in him would love to see Stantec make sure that everything is great. Do they need to do design work just to give some understanding and sure we’re not too close to the stream? Highway Superintendent Guyer said that it’s just stone. We don’t need them. Councilperson Snyder asked if there are any neighbors that would be affected. Highway Superintendent Guyer said that there is a house next door, but we wouldn’t put the turnaround up by the property line. We’d have a nice wooded buffer. Councilperson Hennessy asked if he is talking about the lot that Mr. Parmenter owns at the end of the road on the north side? Highway Superintendent Guyer said that it’s at the end of the road on the north side. Councilperson Hennessy said that that’s a buildable lot. Highway Superintendent Guyer said that it’s an approved building lot. Councilperson Hennessy added that this turn-around is not in there; it’s off the end. Highway Superintendent Guyer said that it will be in that lot. Councilperson Snyder added that he’s not asking for anything. Highway Superintendent Guyer said that he would like us to pay whatever the costs are associated with transferring it to us. He doesn’t know what those costs are. Attorney Naughton replied that it would be approximately $200. Highway Superintendent Guyer said that if he didn’t have a use for it, it wouldn’t make any sense but a turnaround would be nice.

Councilperson Snyder asked if there are any other liabilities. Attorney Naughton said that if we really want to be safe we would do like a phase one to see if there are any environmental contamination issues. Councilperson Hennessy said that it’s far enough from the DPW garage. Attorney Naughton said that it’s something we could do. We could talk about it. He doesn’t know how much it would cost. Councilperson Greenberg asked if this is something we would put in before the winter? Highway Superintendent Guyer said that it would if time allows. It would be about a half day of tree work and some grubbing, removing some dirt, fabric, crusher run, and culvert pipe. We’d probably have two days in it. Supervisor LaGrange asked if the Board in general was in favor of pursuing it? Councilperson Snyder said that she sees a lot of positives. Highway Superintendent Guyer said that we would use it, and the garbage truck would definitely use it. The mailman possibly. Attorney Naughton said that he hasn’t looked at the legal but he thinks we could do this with a resolution accepting the dedication. We could do that next month. We will figure out the cost and come up with the closing statement just for what the cost would be. Normally you could get a title insurance policy for it. You may want to waive that also because there is no much you’re doing with it. You could look at the title. He could just lay that out in an email what those costs are if you want to pursue crossing all the T’s and do a phase one.

Councilperson Hennessy said that he’s like to correct some comments he made earlier that it was a buildable lot. He doesn’t think it’s a buildable lot looking at the slope and knowing what some of our zoning requirements are. Highway Superintendent Guyer said that it shows that it drops like 30 feet off the back. Councilperson Hennessy said that it starts sloping right off the edge of the road. Highway Superintendent Guyer said that it’s minimal. Councilperson Hennessy said that it’s sloping down about 10 feet and then 30 feet. Councilperson Greenberg said that they will look all of this over the next month. Supervisor LaGrange said that we will let them know we’d like to accept dedication and will get the stuff ready for action next month.

- Discussion re: options for Highway Garage furnace replacement
Highway Superintendent said that we started out with an RFP. We put it out to 5-6 companies and
we got two back. This is where he went to Attorney Naughton because the procurement was $35,000 for public work, whether you could have an RFP with three quotes, or if it had to go out to public bid. One quote came back just above and one came back just below. That’s when he went to Attorney Naughton and asked what to do. He recommended that we go out to bid so that started that process. Councilperson Leinung asked about different alternatives. Councilperson Greenberg contacted the Geothermal originally and he put together some numbers for us. He saw the email yesterday. It’s doesn’t seem doable to him. Councilperson Greenberg said that he talked to NYSERDA about the possibility of geothermal as we mentioned here a couple of months ago. We got some names and advice and contacted a company call Aztech. They came out and gave us a rough estimate; nothing official yet. It was $107,000. Highway Superintendent Guyer asked if that was with the rebates? Councilperson Greenberg said that that was with the available rebates now. This is where it gets tricky. It sounded high to given the estimates we have now. Supervisor LaGrange added that it would be to supplement another heating source, too. Highway Superintendent Guyer said that there would still be a need for oil, as well. Councilperson Greenberg agreed adding that the size of the geothermal compared to the space you want to heat and the BTUs that you need to do that. The part that gets tricky is that Aztech said that NYSERDA is coming out with some major grant and refund possibilities in the next year. They don’t know exactly what they are going to be but the implication was that it could be for most of it but I don’t know that we can wait and who knows what’s going to happen? Otherwise he would say that if we weren’t desperate it would probably be a good idea to hold off and see what happens. Councilperson Leinung asked if there had also been a discussion about the site itself? With the bedrock it might not even be super suitable. Councilperson Greenberg said that that wasn’t an issue. Highway Superintendent Guyer added that they would have to be vertical so they would be drilled. When he mentioned the bedrock he said rock is good as far as geothermal goes. He thinks it’s more expensive with all the drilling, but he thinks the outcome is better the way he talked. Highway Superintendent Guyer added that there would be six 400-foot wells.

Councilperson Greenberg said that his question would be to Highway Superintendent Guyer. Can we make it through another winter with this furnace? Is that a possibility? Highway Superintendent Guyer said that it may go or it may run. Engineer Hansen said that if we went with the geothermal option, would our new oil furnace be reduced in size? You could replace it in kind today and still implement the geothermal option. It wouldn’t work as hard but we’d pay that extra cost upfront. Councilperson Leinung asked if he was saying that we can still replace it, and then if we use the geothermal option we won’t be using as much fuel!? Engineer Hansen suggested that we use round numbers. You need to put in a million BTUs without geothermal or that’s replacement in kind. You can put that in today and it then turns out that after geothermal you really only need a 250,000 BTU furnace but you have one million already in place. It won’t be utilized. There is a life cycle analysis over the recuperation of that investment. Highway Superintendent Guyer said that that would be one of my questions with the investment. We’ve been doing studies on this garage and land for almost 20 years now, and at some point we are going to outgrow it. If we put this much money into this system and then in 10 years we outgrow this piece of land and go somewhere else.

Councilperson Snyder asked if it was $35,000? Highway Superintendent Guyer said that we had one quote for approximately $34,000 and the second $35,000 for in kind. Councilperson Greenberg said that the other thing to keep in mind is that Highway Superintendent Guyer burns about $6,000 worth of fuel a year. Highway Superintendent Guyer said that it’s actually a little higher than that. Councilperson Greenberg said that that would reduce to $1,000 a year. Over a 10-year period you might make $50,000 back. Councilperson Hennessy added that the office section has a different system. Highway Superintendent Guyer said that it’s drawing off the same tank. Councilperson Hennessy asked if the $6,000 includes the office. Highway Superintendent Guyer said that that’s the heating oil we buy. We don’t have the garage and office breakdown; we just have a spreadsheet on how much oil we buy per year. Supervisor LaGrange said supposing we went with the in-kind and it could be substantially paid for, and then we add the geothermal. Would that give us an opportunity to possibly heat the pole barn and maybe use that? We’ve talked about using that or another building for a shop or this or that. Highway Superintendent Guyer said that that was one of our designs; a newer pole-barn-style building. Supervisor LaGrange said that his question is, especially if we got some very good rebates, if it might still be worth exploring to supplement the garage and maybe add heating areas? Highway Superintendent Guyer said that he didn’t know if that could be split off. Councilperson Greenberg said that, along those same lines, it’s possible that once we have geothermal we don’t need another furnace because the one that’s heating the office space may be...
enough to heat it all. You might save $30,000-$35,000. He doesn’t know; an engineer would have to look at that. That’s another consideration. He doesn’t know how difficult that would be to do. Supervisor LaGrange said that it makes him nervous having to possibly do this as an emergency in the middle of winter. That’s his only concern. We’ve been limping for quite a while.

Councilperson Snyder asked if we had two bidders now? Highway Superintendent Guyer said that we did. We put out our RFP and we had two come back. Now that we’ve started this, those are a few months out but we did have two companies that were interested and put bids in. Councilperson Snyder asked if they could still do the work before the winter season? Highway Superintendent Guyer said that he assumed so, but he thinks the way that Attorney Naughton talked he kind of suggested that we put it out to bid. It never went out to bid. We put out an RFP and then we were right at the line on the procurement policy. That’s when Attorney Naughton suggested we put this out to bid. Supervisor LaGrange said that he’d like the opportunity to get into the geothermal eventually but he’s scared to death that we’re going have an emergency installation in the middle of the winter. Councilperson Hennessy said that if we go out to bid on replacement of the furnace and a prospective bidder offers up an alternative system, is he still answering to the bid? Attorney Naughton said that we can do it as a best value and tell him that they can submit alternative styles and proposals of a heating system for the space. Councilperson Snyder asked if that wasn’t what was already done? Didn’t we evaluate pellets? Highway Superintendent Guyer replied yes. Attorney Naughton added that that wasn’t the bid. Councilperson Snyder said that she understood that. Councilperson Leinung said that he thinks the other thing too, if we do in-kind system, is that one of his points was also to try and get a higher efficiency furnace and factor that into the whole energy savings. Engineer Hansen said that the greatest efficiency would come from propane, but we’d obviously have to do bulk storage for that. We’d have to take out our tank and put in a new tank of whatever size is necessary to facilitate the operation of that. Highway Superintendent Guyer asked if they would be above-ground tanks or are they buried? Engineer Hansen said it could be either or, but he supposes that with the bedrock it would probably be better above ground. Supervisor LaGrange asked if the oil tanks were above ground. Highway Superintendent Guyer said that they are inside the building. Engineer Hansen said that we would probably get better efficiency with the hot water system but that would obviously mean a conversion. We could put a boiler in with a heat exchanger and continue with hot air, but there’s some efficiency lost in that exchange which may be what we are doing anyway if we go the geothermal route. Highway Superintendent Guyer said that with the geothermal route there is a heat exchanger of some sort. Engineer Hansen said that one question he had was if that $107,000 included the heat exchanger equipment? Councilperson Greenberg replied that it did. Engineer Hansen said that we could go for the best avenue option and entertain substitutions or suggestions from the bidders, but we would want to carefully consider whether or not to integrate anything we want to do down the line. Councilperson Leinung said that even just replacing it with another fuel oil system there are varying degrees of how efficient those furnaces are. Obviously it’s more expensive to get a high-efficiency furnace. He doesn’t know how we do that in the bid process. Engineer Hansen said that generally speaking your oil furnaces are in the middle to high 80s efficiency range and propane is more in the 92% to 95% range. Councilperson Leinung said that he thinks our discussions at one point put the current furnace at like 80%. I assume that that furnace is 15-20 years old at least. Highway Superintendent Guyer said that he’s pretty sure it’s a 1994. He thought it was older but one of the gentlemen showed him the tag. He believes it’s 1994 so it’s 25 years old. He didn’t think that sounded old but he learned that that is the lifespan. Councilperson Leinung said that he’s assuming that a new furnace would be more efficient. Engineer Hansen said that it’s possible that you’ll see some incremental increase in efficiency. Councilperson Leinung said that that’s just another point he wanted to make in this bid process. That’s part of the value of having a higher efficiency fuel oil furnace. Engineer Hansen said that they could help us write a tighter specification around the requirements we’d be looking for rather than keep it open ended and say just replace in-kind, leaving it up to the bidders’ discretion. We could write a technical spec that tells them to meet certain requirements and we may be going for a premium model furnace as opposed to something that’s lesser quality if we left it open ended. It’s probably worthwhile doing. Councilperson Leinung said that it just depends on the price. Highway Superintendent Guyer said that in some of the new places, they do the radiant tubes that hang from the ceiling. That would have to be propane because we don’t have gas. Engineer Hansen said that he’s not familiar with those. Highway Superintendent Guyer said that he didn’t know what that would cost but it would involve propane. He doesn’t think that could translate into somebody looking geothermal to it. He thinks you would have to go with a higher furnace and then somehow put the heat exchanger to it. Engineer Hansen said that he’s not
totally familiar with how that operation works but it’s essentially pre-heating of the air that you are heating in the space. The ground is a consistent 54-55 degrees. Highway Superintendent Guyer said that there is less heating of the air. Engineer Hansen added as opposed to pulling in zero-degree air from outside.

Supervisor LaGrange said that it sounds like we have to fine tune our bid specs. Engineer Hansen asked for clarification on that. Do you want to entertain the options of boiler versus a furnace or just a furnace in kind? Highway Superintendent Guyer added, “Do we spec out the furnace and then, like Attorney Naughton said, do you do a best value. Do you just do a best value and leave it totally open or do you spec something first?” Councilperson Hennessy said that it’s a performance spec starting with specified equipment. He’s fine going with what Stantec recommended to start with. You include in the document best-value bidding procedures that New York State passed several years ago. It provides the Town the option of choosing that specified equipment or if there is an alternative it provides a better value to the Town. Highway Superintendent Guyer said so the specified equipment is in there plus the option to bring something else to us. Attorney Naughton said that we could then evaluate with Stantec’s assistance with what the bids come back at. We’ll leave open the invitation to suggest alternative methods. Councilperson Hennessy said that we included it in the barn contract documents. We have it. We will send you all that. Attorney Naughton said that it’s just a little bit of language.

Highway Superintendent Guyer asked if we have to wait another month or can we move ahead and advertise if Mr. Frueh gets this done? Supervisor LaGrange said that he would want to but obviously the Board and the Attorney need to take a look at it in case there are questions or comments. He thinks we could say that we will go out to bid. Attorney Naughton agreed adding that if we want to shoot for a bid date we’re probably looking for about September 20th to get bids back, and then we’d probably want to say in the bids that we want the work substantially complete by December 15, 2019. We can limp along on the existing until then. We would need a motion to resolve to proceed with a bid as provided by Stantec.

**Resolution 2019-179**
Councilperson Hennessy offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby authorize Stantec to proceed with the contract documents and bid specifications for replacing the furnace in accordance with best value bidding procedures.

Seconded by Councilperson Snyder. All present and voting, the motion carried (5 Ayes).

**9. Fire/Ambulance:**
- Onesquethaw Volunteer Fire Co. Membership request for Kevin W. Ritz

**Resolution 2019-180**
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby approve Kevin W. Ritz for membership in the Onesquethaw Volunteer Fire Co.

Seconded by Councilperson Greenberg. All present and voting, the motion carried (5 Ayes).

**10. Discussion/Action re: promotion of Jessica Latham to step 4 of the pay grade schedule for Assessment Clerk at $18.99 per hour.**

Supervisor LaGrange said he had a request from Assessor McGuire back in June to move Mrs. Latham up to level 4. The Board discussed that during budget time. We put it in for the year but we said it would be more appropriate nearer to her anniversary date. Her anniversary date was June 19th. Assessor McGuire requested we move her up at this point.

**Resolution 2019-181**
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby promote Jessica Latham to
99. What is the current rate? Supervisor LaGrange said it's around $1.00.

Councilperson Hennessy said that he would like to revisit some of the thoughts we had back when we did this with Mrs. Rosa. We approved it in hopes that Mrs. Rosa could provide additional services above and beyond assessment. Since that time when Mrs. Rosa was here, we have expanded some of the efforts of that department along the lines of planning. He would like to see if we could try and bring Mrs. Latham into that fold a little bit. Supervisor LaGrange said that that’s entirely possible. Mr. McGuire and Mrs. Latham have always been very open if there are things to do like getting billing, filling in when Mrs. Glath is out, or phones for DPW. She's doing basically what we were looking for. There are some other planning issues but they’re both very open and already doing that to a large degree. Supervisor LaGrange said that that’s happened right from the beginning. Councilperson Greenberg said that it’s on record from the time we hired. Supervisor LaGrange agreed.

Attorney Naughton said that he’s not sure we had an effective date for when this raise would take effect. Supervisor LaGrange said that the Board suggested that it be after a year which was June 19th. That’s no problem; he checked with Mrs. Kavanaugh. He’s sure it would be appreciated. This week starts the next payroll. Councilperson Snyder said that it’s only back about two months; Supervisor LaGrange said if the Board chooses. Councilperson Snyder asked what is being asked? Are we being asked to go retroactive? Supervisor LaGrange said that Assessor McGuire had written this June 11th. There was something he had to change and he didn’t get back to me until the next meeting, and then we didn’t have it on the July meeting agenda. His request was to be given at her anniversary date but whatever the Board would like to do is fine. We could start it on August 12th or back date it to July 29th or July 15th. We did budget it for the full year so it’s not any additional cost. Whatever the Board would like. Councilperson Leinung asked what we have done in the past. Supervisor LaGrange said we did it retroactive before in different cases or said this pay period or the next. Councilperson Snyder asked how much they were talking about? The increase is to $18.99. What is the current rate? Supervisor LaGrange said it’s a little over $1.00. Highway Superintendent Guyer said according to the chart she is going from $17.63 to $18.99. Councilperson Snyder said it’s about $360. Supervisor LaGrange said it’s not a lot but he knows it would be appreciated. Councilperson Snyder said that she didn’t have an issue back dating it. Supervisor LaGrange said that that would be the start of the payroll on June 17th.

Resolution 2019-181 Amended
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby promote Jessica Latham to step 4 of the pay grade schedule for Assessment Clerk at $18.99 per hour effective June 17, 2019.

Seconded by Councilperson Snyder. All present and voting, the motion carried (5 Ayes).

11. Appointment of Board of Assessment Review member Christopher McCarthy for a term from October 1, 2019, to September 30, 2024.
Supervisor LaGrange said that this is a reappointment. Mr. McCarthy has served two full terms after filling out the final two months of someone else’s term. In January the Board made him the Chairman of the Board of Assessment review when Mr. Nichols resigned.

Resolution 2019-182
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby reappoint Christopher McCarthy to the Board of Assessment Review for a term from October 1, 2019, to September 30, 2024.

Seconded by Councilperson Greenberg. All present and voting, the motion carried (5 Ayes).

12. Liaison Reports:
   Ethics Board
Supervisor LaGrange said that we do have two applicants for the Ethics Board. There seems to be a general consensus that we should take a moment to interview each. Also we need to affirm their political affiliations. According to the bylaws of the Ethics Board there can be no more than two from one political
party. He’s had a couple of people say that they would do the interviews. Councilperson Hennessy and Councilperson Leinung volunteered. The Board agreed to proceed. Supervisor LaGrange advised that Mrs. Kavanaugh would coordinate the dates and times.

Justice hours
Supervisor LaGrange said that the Justices are requesting another 30 days. They are going to ask a previous applicant about possibly coming to the 27-½ hour position. She was only interested in full time originally but she went to a different job and didn’t like it. She really wants to work in the courts. She’s been asking Justice Wukitsch if she might still be able to be hired. Supervisor LaGrange told him that he would see if we could do the 27¼ hours for now until we make a move to something different. He was going to check into that. At this point they’ve asked that we continue with the 40 hours for Mrs. Thompson.

Resolution 2019-183
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby approve the 40-hour work week for Mrs. Thompson with the same parameters as previous resolutions extending it out to September 30, 2019.

Seconded by Councilperson Greenberg All present and voting, the motion carried (5 Ayes).

Executive Session
Supervisor LaGrange noted that Councilperson Greenberg has a contractual item he would like to discuss in Executive Session and he himself has another issue that is personnel related. It won’t take a lot of time but it’s something he wanted to update the Board on.

Historic Preservation Law
Councilperson Leinung said that Mr. Kowlowitz wants to update us on the Historic Preservation Law. Mr. Kowlowitz said asked Supervisor LaGrange a couple of weeks ago about the progress of the Historic Preservation Law. Supervisor LaGrange said that he had neglected it adding that Mr. Kowlowitz made the mistake of saying no hurry. Mr. Kowlowitz said that he attended the Village Board meeting in July. This evening they have a workshop meeting. Their attorney, Richard Reilly, reviewed the law and contacted Attorney Naughton. Attorney Reilly didn’t see any problems with it and the Village Board would like to pass it at this August meeting. The Village is interested in having the law consistent with the Town’s. Mr. Kowlowitz said that with the Village moving ahead he was wondering if the Town could see fit to look at it more seriously and move forward with the Historic Preservation Law. Supervisor LaGrange asked if the Village made any tweaks for changes at this point. Mr. Kowlowitz replied no but Attorney Reilly had a couple of thoughts. They have to put it in their form and they have to put their name in. They thought they may have to send it to the County Planning Board but he doesn’t think that’s the case because this is an advisory committee with no decision-making powers. Attorney Naughton said that he would let Attorney Reilly take the lead on that. Mr. Kowlowitz said that he doesn’t think they are going to tweak the law; however, they would like to see what the Town is doing. Supervisor LaGrange said that he thinks the Board needs to refresh our memories a little bit and have Attorney Naughton take a look at it. Councilperson Snyder asked if the Village had a public hearing. Mr. Kowlowitz replied that they did not. Councilperson Snyder asked if they need one for a law. Mr. Kowlowitz said that they may have a hearing. Attorney Naughton said that they are going to have a hearing. Councilperson Leinung said that that may be at their next meeting. Mr. Kowlowitz said that he wishes they would. This is a very positive thing. I’d like people to take a look at it. The impact is very light.

Supervisor LaGrange apologized for not keeping this in the forefront. Mr. Kowlowitz said that he was honest and he appreciated that. Mr. Kowlowitz said the other thing is that we just had a couple of grants come up. One was for the Hilton Barn, and a Historic Preservation Commission would have been helpful and also serve as a sounding board on the non-political side.

Supervisor LaGrange said that he would re-send the information to the Board so we can reacquaint ourselves with it, and we will put it on the September agenda. Mr. Kowlowitz asked if the Town Board has a workshop structure, as well? Supervisor LaGrange replied, “when necessary.” Mr. Kowlowitz said that if he or others are needed as resource people to let him know. Supervisor LaGrange said he would re-send everything with Mr. Kowlowitz copied on it. Attorney Naughton said that maybe we want to
recirculate it with the minutes of the meeting when it was first presented as that might refresh people’s memories. Town Clerk Deschenes can find that quickly. Mr. Kowlowitz said to make sure to send out the frequently asked questions, too.

Conservation Advisory Committee
Councilperson Greenberg wanted to follow up on the Conservation Advisory Committee presentation Ingrid Haecckel did a couple of month ago. Ron Davies was there because he has some interest. Mr. Hart was pushing hard. He thinks we should form one. He gave Mr. Hart a rundown on what the Board had said at the original presentation. Mr. Hart was volunteering to reach out to people he knew who would be interested in maybe serving. He told him that we had people who would serve and we had an idea what projects they would be working on which Mr. Hart also volunteered to help out with. He asked if Councilperson Greenberg would present it to the Board? He didn’t want to put any effort into this unless he knew that if he found these people we would have projects. Basic projects would be either advising the Planning Board on environmental issues or larger projects, and the main one he saw was taking recommendations that were made in our Comprehensive Plan. This committee could help achieve whatever goals and recommendations that are in there that they could do the work on. Councilperson Greenberg told him that he would bring it to the Board and see if the Board is okay with him asking around and moving forward and seeing what people thought. He knew that there was some sense a little bit that there was some redundancy with the Planning Board.

Supervisor LaGrange said that he really liked the idea. Sometimes redundancy isn’t bad. He’s certainly in favor of at least moving forward, seeing the interest, and seeing what we can put together. Councilperson Greenberg said that if anyone has any suggestions on somebody they’d like to see on the committee it would be good to know. Supervisor LaGrange asked for other thoughts. Councilperson Hennessy said that he’s fine with moving forward. He doesn’t think it’s vital but he thinks it’s a good step forward for towns in the 21st century. He thinks more and more towns are doing this. Our town is not as developed as Guilderland or Bethlehem. Councilperson Greenberg advised that Bethlehem does not have an advisory committee but Guilderland does. Supervisor LaGrange said that he believes Coeymans does and a couple of the hilltowns do. Councilperson Snyder said that Voorheesville does because he’s on the committee. Councilperson Hennessy said that he thinks it’s probably a good idea to move forward, better now than later, if we were overdeveloped and we wish had thought of it. Councilperson Greenberg said that he would get the word back to Mr. Hart.

13. Departmental Monthly Reports:
   • Town Clerk, July 2019
   • Registrar, July 2019
   • Justice Johnson, July 2019
   • Justice Wukitsch, July 2019
   • Building Dept., 2019
   • Code Enforcement, 2019

14. Pay the Bills
Resolution 2019-184
Supervisor LaGrange offered the following resolution and moved its adoption:

RESOLVED, that the Town Board of the Town of New Scotland does hereby approve paying the following:

<table>
<thead>
<tr>
<th>Abstract #</th>
<th>Vouchers</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>20190941-20191044</td>
<td></td>
<td>$464,008.87</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Abstract#</th>
<th>Vouchers</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/19/2019</td>
<td>20190891-20190911</td>
<td>$3,688.06</td>
</tr>
<tr>
<td>07/19/2019</td>
<td>20190912-20190916</td>
<td>$1,198.88</td>
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</table>
Seconded by Councilperson Greenberg  All present and voting, the motion carried (5 Ayes).

15. Approve any Budget Modifications
Resolution 2019-185
Supervisor LaGrange offered the following resolution and moved its adoption:

<table>
<thead>
<tr>
<th>FROM</th>
<th>CODE</th>
<th>TO</th>
<th>CODE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contingency</td>
<td>A1990.4</td>
<td>Unallocated Ins.</td>
<td>A1910.4</td>
<td>$1,017.63</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>B1990.4</td>
<td>Unemployment Ins.</td>
<td>B9050.8</td>
<td>$20.00</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sewer Service</td>
<td>SKW2122</td>
<td>Sewer Admin/Contr.</td>
<td>SKW8110.4</td>
<td>$1,700.00</td>
</tr>
<tr>
<td>Charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sewer Service</td>
<td>SS2122</td>
<td>Sewer Collection Admin./Contr.</td>
<td>SS8120.4</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance</td>
<td>WC0909</td>
<td>Trans./Distrib./Contr.</td>
<td>WC8340.4</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance</td>
<td>WCC0909</td>
<td>Water Admin./Contr.</td>
<td>WCC8310.4</td>
<td>$500.00</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance</td>
<td>WCC0909</td>
<td>Source/Supply/Pump/Contr.</td>
<td>WCC8320.4</td>
<td>$900.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metered Water</td>
<td>WKW2140</td>
<td>Water Admin./</td>
<td>WKW8310.4</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

Whereas, there is a need to provide additional funding for amounts made or to be made in excess of the appropriation provided in the adopted budget, the Town Board resolves to provide funding as follows:
<table>
<thead>
<tr>
<th>Rents</th>
<th>Contr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>To increase both revenue/Metered Water Rents and expenditure/Water Admin./Contractual for amount over budget ($881.91) plus estimate through year end.</td>
<td></td>
</tr>
<tr>
<td><strong>Metered Water Rents</strong></td>
<td>WKW2140</td>
</tr>
<tr>
<td>To increase both revenue/Metered Water Rents and expenditure/Med. And Dental Insurance for amount over budget ($20.02) plus estimate through year end.</td>
<td></td>
</tr>
</tbody>
</table>

The Town Board hereby resolves, pursuant to authority in Town Law, section 112, to amend the Town’s 2019 budget as stated above.

Seconded by Councilperson Greenberg  All present and voting, the motion carried (5 Ayes).

16. **Invitation to the Public to Discuss Non-Agenda Items**

**Executive Session**  
**Resolution 2019-186**
Supervisor LaGrange offered the following resolution and moved its adoption:

**RESOLVED**, that the Town Board of the Town of New Scotland does hereby approve an Executive Session that will deal with both a contractual and a personnel issue.

Seconded by Councilperson Greenberg  All present and voting, the motion carried (5 Ayes).

Executive Session began at 8:07 PM.

Supervisor LaGrange made a motion to adjourn Executive Session, seconded by Councilperson Snyder.

Executive Session adjourned at 8:25 PM.

No action was taken during Executive Session.

17. **Adjourn**

Supervisor LaGrange made a motion to adjourn, seconded by Councilperson Snyder. The meeting adjourned at 8:26 PM.

_______________________________  
Diane R. Deschenes, Town Clerk