

**DRAFT COPY**

REGULAR TOWN BOARD MEETING BURTON HALL 7:00P.M.

PRESENT: Supervisor Shaw  
Councilwoman Lundberg  
Councilman Moy  
Councilman Brownell  
Councilman Herrick

RECORDING SECRETARY: Meghan Phalen; Deputy Town Clerk

OTHERS PRESENT: Shirley Renauld, Highway Superintendent; Rich Fox, Planning Board Chairman; Bob Stevens, Allen Curtis, Scott Sprague, Jennifer Margosian, Margot Taylor, Maureen Whittacker

RESOLUTION#59-19

APPROVE MINUTES OF REGULAR MEETING 7/8/2019 & SPECIAL MEETING OF 7/22/2019

RESOLVED on a motion by Councilwoman Lundberg, second by Councilman Herrick to approve the minutes of the Regular Meeting of 7/8/2019 & Special Meeting of 7/22/2019 as written.

Adopted 5 Ayes                      Lundberg, Moy, Brownell, Herrick & Shaw

Supervisor Shaw read the following Proclamation recognizing Shirley Renauld for dedication and service as Director of BelleVue School.

**PROCLAMTION** in recognition of Shirley Renauld for her service and many years of dedication to the community of Easton.

**WHERE AS** Shirley, in partnership with her husband Leo, provided a rare and remarkable preschool experience for the children of hundreds of families and multiple generations in Easton and the surrounding communities through BelleVue Country Day School which they established on their family farm in Easton and;

**WHERE AS** Shirley helped to instill in BelleVue students, a life-time of community and the importance of a rural lifestyle through field trips to local farms, maple sugar shacks, police and fire stations, banks, parks, fairgrounds and historical locations;

**WHERE AS** Shirley helped children to establish an awareness and love of nature by exposing to the season, gardening, animals, outdoor play and the magic world around them that one only discovers by careful observation;

**THEREFORE**, the Town of Easton recognizes Shirley Renauld for forty-eight years of service to the community as the Director of BelleVue Country Day School and for her unwavering dedication to the community which she has enriched in so many ways over her lifetime.

**PUBLIC HEARING- OPEN 7:12PM**

**NOTICE IS HERBY GIVEN** that the Town Board of the Town of Easton at their July 22 board meeting voted to old a public hearing at their August 12, 2019 Regular Board meeting at 7:05pm for the purpose of issuing serial bonds of up to \$255,000.00 for the purchase of a new road grader for the highway department. Anyone wishing to comment or be head on this mater should attend and shall be heard. There was no comment from the public.

**CLOSED 7:14PM**

**OPEN BIDS FOR BURTON HALL PROJECT**

**PLEASE TAKE NOTICE** that pursuant to resolution of the Town Board of Easton, Washington County, New York, sealed bids will be accepted to pour a concrete pad on the West and North side of Burton

Hall. Construction of a new porch, siding above the porch. Install windows and doors and framing the basement of Burton Hall. Bid documents can be picked up at the Town Clerk's Office. Any questions, contact Supervisor Dan Shaw at 518-744-2951. Bids shall be received at the office of the Town Clerk, 1071 State Route 40, Greenwich, N.Y. 12834 until 4:00p.m. on Monday, August 12, 2019. The bids will be opened and read aloud at Burton Hall on Monday, August 12, 2019 at 7:15 p.m. Bids shall be submitted in sealed envelopes and bear on the face thereof the name and the address of the bidder and the words "Burton Hall Construction". The board reserves the right to reject any and or all bids.

BIDDER	PROJECT	COST
Sprague Enterprises and Supplies	Concrete Slabs	\$15,015.00

**PLANNING BOARD ALTERNATE**

The board received a letter of intent from Emilee English and William Below. Planning Board Chairman; Bob Stevens asked the board to appoint Emilee English as she has been attending meetings. Bob also stated that a permanent member is going to send a letter of resignation, leaving a permanent position open. Bob stated he would like to have Emilee take the permanent position when it becomes open and replace her with William Below as an alternate.

**RESOLUTION#60-19**

APPOINT BILL BELOW AS ALTERNATE POSITION

RESOLVED on a motion by Councilman Moy, second by Councilwoman Lundberg to appoint Bill Below as an alternate on the Planning Board.

Ayes 2 Lundberg, Moy  
 Nay 2 Herrick & Shaw  
 Abstain 1 Brownell

Motion did not pass

**RESOLUTION#61-19**

APPOINT EMILEE ENGLISH AS ALTERNATE POSITION

RESOLVED on a motion by Councilman Herrick, second by Supervisor Shaw to appoint Emilee English as alternate on the Planning Board.

Adopted 3 Ayes Lundberg, Herrick & Shaw  
 1 Nay Moy  
 Abstain 1 Brownell

**RESOLUTION#62-19**

PAYMENT OF CLAIMS

RESOLVED on a motion by Councilwoman Lundberg, second by Councilman Brownell to make payment on the following claims with the exception of the Wiley Bros. voucher which has been paid.

No. 267-318 ( numbers 284,285,288,300,306 not used) (Number 304 used twice)

Adopted 5 Ayes Lundberg, Moy, Brownell, Herrick & Shaw

**COMMITTEE REPORTS**

**BUILDING COMMITTEE**

The Contractor does not feel there is adequate room for mechanical room door to open inward, prefers outward. Supervisor Shaw said he would check with Building Inspector; Jim Merryman to make sure it follows code. The propane tank has been installed and buried.

**INSURANCE:** Chair: Bill Herrick/Aindrea Lundberg- Councilman Herrick informed the board that update of coverage will be needed with new highway equipment and most likely increase premiums.

**TOWN POLICIES:** Chair: Aindrea Lundberg/Randy Moy- Councilwoman Lundberg stated that she will send an on line link for the Sexual Harassment Training for any employee who has not completed the training. The Highway, Councilman Brownell and Councilman Moy will need to complete this week.

**BUILDING & GROUNDS:** Chair: Scott Brownell/Bill Herrick- Councilman Herrick reported that the handicap parking sign does not meet regulations. Need to order another sign and allow for space on each side of parking spaces. Highway Superintendent; Rich Fox will order another sign and install.

**HIGHWAY:** Chair: Randy Moy/Scott Brownell- Councilman Moy reported that half of Mountain Road has been paved. Highway Superintendent Rich Fox asked if CHIPS can be used for an apron on Cheese Factory Road. Supervisor Shaw said he would inquire.

#### **DEPARTMENT REPORTS**

**SUPERVISOR-** Supervisor Shaw stated that budget season is gearing up.

**TOWN CLERK-** Sharon Archambeault collected \$1,227.50 for the month of July. A check for \$13.00 was submitted to NYS Ag. & Markets for the spay/neuter program. The balance of \$1,214,50 was submitted to the Town Supervisor.

**BUILDING INSPECTOR-** Jim Merryman reported that there are 34 current permits in operation and four from last year renewed or still unexpired. He has met with Keith Buff and went over every detail of basement design plan for the courtroom, offices, mechanical and storage rooms. Burton Hall is a type 5A and categorized as a (3A) assembly overall. It is pertinent to meet the NYS codes for these classifications. In addition, I have been distributing the Contractors Checklist as building permits are issued. Jim collected \$760.00 in July for building permits.

**PLANNING BOARD-** Currently seeking more quotes to purchase a copier. They have received one quote from Seeley's, will get more quotes. A Public Hearing is scheduled for August 27, 2019 at 7:15 p.m. regarding the Solar Project.

**HIGHWAY-** Superintendent; Rich Fox reported that Truck#4 is declared surplus. Rich would like to put on Auction International. They will hold off declaring the grader surplus.

#### **RESOLUTION#63-19**

##### DECLARE TRUCK #4 AS SURPLUS

RESOLVED on a motion by Councilman Moy, second by Councilman Herrick and Councilwoman Lundberg to declare Truck #4 as surplus and put it on Auction International.

Adopted 5 Ayes                      Lundberg, Moy, Brownell, Herrick & Shaw

Two residents from Sarles Ferry Road Jennifer Margosian and Maureen Whittaker were in attendance to request a speed reduction to 45mph on Sarles Ferry Road. They were informed that the request has to be sent to the County and then to the State and this request may take months before the State replies.

#### **RESOLUTION#64-19**

##### REQUEST SPEED REDUCTION OF SARLES FERRY ROAD

RESOLVED on a motion by Councilwoman Lundberg, second by Councilman Brownell to request a reduced speed limit with the Town Board's support to 45mph on Sarles Ferry Road from State Route 40 to County Route 113.

Adopted 5 Ayes      Lundberg, Moy, Brownell, Herrick & Shaw

Matt Tripoli; Director from Conti Solar asked the board to pass a resolution for an easement. Councilman Moy and Councilman Brownell stated that they need some rewording before the town will sign an agreement. Councilman Moy also requested a dollar amount included in the agreement.

**NEW BUSINESS**

**GRADER-** After discussion regarding purchasing a new grader at the cost of \$260,000.00 the board agreed to move \$100,000.00 from the Fund Balance to the Highway Fund.

RESOLUTION#65-19

BUDGET TRANSFER

RESOLVED on a motion by Councilman Moy, second by Councilman Brownell to move \$100,000.00 from the Fund Balance to the Highway Fund and borrow \$160,000.00. This transaction will be completed next year after it is entered into the 2020 budget.

Roll Call

Councilwoman Lundberg	Yes
Councilman Moy	Yes
Councilman Brownell	Yes
Councilman Herrick	Yes
Supervisor Shaw	Yes

Adopted 5 Ayes

**PUBLIC COMMENT** – None Closed 8:14pm

**EXECUTIVE SESSION**

RESOLUTION #66-19

ENTER EXECUTIVE SESSION

RESOLVED on a motion by Councilman Herrick, seconded by Councilman Brownell, the board passed a resolution to enter into Executive Session at 8:19pm to discuss two Article 7's filed against the town.

Adopted 5 Ayes      Lundberg, Moy, Brownell, Moy, Herrick and Shaw

RESOLUTION 67-19

EXIT EXECUTIVE SESSION

RESOLVED on a motion by Councilman Herrick, seconded by Councilwoman Lundberg, the board passed a resolution to exit Executive Session at 8:39pm with no action taken.

Adopted 5 Ayes      Lundberg, Moy, Brownell, Moy, Herrick and Shaw

**CONSTRUCTION BID DISCUSSION**

One Bid from Sprague Enterprises was received for only Scope #1 of the bid for concrete work. Discussion among board members led to the board making a motion to have drawings updated with some corrections. They agreed to make the changes themselves without contacting the engineer. Supervisor Shaw informed the board that because only one bid was received, they were able to negotiate with the bidder. The board moved to recess the meeting until 3pm the following day;

Tuesday, August 13 in order to adjust the bid requests and speak with Scott Sprague of Sprague Enterprises to discuss the cost after changes.

Adopted 5 Ayes                      Lundberg, Moy, Brownell, Moy, Herrick and Shaw

**RECESS 8:49PM**  
**RECONVENE MEETING**

**CONSTRUCTION BID**

The meeting reconvened at 3pm and was called to order by Supervisor Shaw. Councilmen Herrick and Moy were in attendance. Councilman Brownell and Councilwoman Lundberg were absent.

RESOLUTION 68-19

RESOLUTION TO AWARD SCOPE #1 OF BURTON HALL PROJECT – CONCRETE SLABS

RESOLVED on a motion by Supervisor Shaw and seconded by Councilman Herrick, the board awarded the bid to Sprague Enterprises & Supplies in the amount of \$7,400.00 which will include the changes to the plans and specs as follows:

- 5" concrete pad for both porches with dimensions specified in plans,
- 2" of insulation under the entire slab,
- Remove the architect's center pier from the plans,

Adopted 3 Ayes,                      Herrick, Moy and Shaw  
Absent 2                              Brownell & Lundberg

RESOLUTION 69-19

RESOLUTION TO PAY VOUCHERS

RESOLVED on a motion made by Councilman Moy and seconded by Councilman Herrick, the board approved the payment of abstracts as presented to Keith Buff and Kelly, Sellar- Ryan.

Adopted 3 Ayes                      Herrick, Moy and Shaw  
Absent 2                              Brownell & Lundberg

RESOLUTION 70-19

RESOLUTION TO READVERTISE SCOPES 2-4 OF THE BURTON HALL PROJECT

RESOLVED on a motion by Councilman Moy, seconded by Supervisor Shaw, the board passed a resolution to re-advertise for Scopes 2-4 of the Burton Hall Project, removing the completion date deadline and replacing with a request for a completion deadline on the bid form. The bids will be accepted until 6:30pm on Monday, September 9, 2019 and then opened and read aloud at the 7pm meeting on the same date.

Adopted 3 Ayes                      Herrick, Moy and Shaw  
Absent 2                              Brownell & Lundberg

Supervisor Shaw adjourned the meeting at 3:30pm.

Sharon Archambeault  
Easton Town Clerk