

**TOWN OF BRUNSWICK**  
**REGULAR TOWN BOARD MEETING**  
**June 13, 2024, 7:00 P.M.**  
**TOWN HALL**

**Board Members Present:** Supervisor Herrington, Councilman Christian, Councilman Cipperly, Councilman Balistreri, and Councilman Sullivan.

**Also Present:** Town Attorney, Thomas Cioffi, and Town Clerk, Rebecca Del Gaizo.

Supervisor Herrington called the meeting to order at 7:06 p.m.

All joined in with the salute to the flag.

**BUSINESS MEETING:**

**MINUTES OF THE PREVIOUS MEETING:**

Councilman Sullivan made a motion to approve the minutes of the Special Meeting on May 9, 2024. Motion was seconded by Councilman Christian. Unanimously approved.

**REPORTS:**

*Town Clerk:* Rebecca Del Gaizo

Ms. Del Gaizo gave the report for the month of May. \$45,253.77 will be remitted to the Supervisor's office. Rounding numbers, recycling fees accounted for \$3,133.80, Community Center fees for \$1,575.00, Dog License fees for \$396.00, Summer Youth Program registration fees for \$38,125.00 and \$1,172.00 in miscellaneous fees making up the balance. The Community Center had 6 new reservations and the Pavilion had 7 new reservations. Our share of \$2,705.94 in DEC sales was \$138.06. Motion to accept the report was made by Councilman Christian and seconded by Councilman Balistreri. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office. Ms. Del Gaizo said 174 campers registered this year compared to 142 campers last year. There were 18 people who signed up to sell at the first community yard sale. She and Deputy Clerk Cheryl attended the Rensselaer County Municipal Clerks Association meeting this past week. Topics included Peddler's Permits and dog shelters.

*Highway Superintendent:* Michael Bayly

Mr. Bayly gave his report for the month of May. Work included: mowing; ditching work; patching; recycle pulls; shop work; vacuum truck work; cleaning up Route 7; working at the beach cleaning, sweeping, electrical work, pouring steps and planting grass; sweeping; grading dirt roads; installing military banners; building and fixing picnic tables; paving setup and cleanup; and paving Bald Mountain Road. Motion to accept the report was made by Councilman Christian and seconded by Councilman Sullivan. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

*Water & Sewer:* Bill Bradley

Mr. Bradley gave his monthly report for May 2024. Mr. Bradley has been working with engineers and several contractors who are interested in the bid project to replace the water main south of the dam at North Lake Ave. He has obtained property easements from two adjacent property owners below the current Vanderheyden spillway. Mr. Bradley participated in a zoom meeting with the USDA to determine if the Dam project would be eligible for potential grants through the USDA. He also assisted the Building Department to answer FOIL requests. He has also been inspecting solar fields under construction and working with contractors to complete and close out the fields built last year. The Water Department has replaced about 1,100 water meters. They have also begun meter readings for the August billing cycle. Motion to accept the

report was made by Councilman Cipperly and seconded by Councilman Balistreri. Unanimously approved. A copy of the written report is on file in the Town Clerk's office.

Code Enforcement: Charles Golden

Mr. Golden gave his report for the month of May. The report showed \$8,722.20 was collected for Building Permits and Zoning and Planning Board Fees. 21 building permits were issued or renewed, 67 building/property inspections were performed, and active permits totaled 329. The department had 1 code call out with inspection, 16 code complaints, 17 code complaint inspections, 9 follow up complaint inspections and 2 fire inspections, and 0 additional vacant/abandoned property was identified. There are 7 Planning Board projects open or approved and 5 with the Zoning Board. 5 FOIL requests were received as well as zoning inquiries. A copy of the written report is on file in the Town Clerk's Office. Motion to accept the report was made by Councilman Sullivan and seconded by Councilman Christian. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

Town Attorney: Thomas Cioffi

Mr. Cioffi gave his report for the month of May. He attended and participated in meetings with staff and outside counsel on various matters at Town Hall, and by conference calls or video meetings on May 13, 17, 23, 24, 30, June 3, 7, 11, and 12; reviewed bid documents prepared by our engineering consultant pertaining to water main replacement and other work in connection with the rehabilitation of the Vanderheyden Reservoir Dam; prepared the resolutions and other documents pertaining to tonight's meeting; worked with outside council on several matters including pending litigation; worked with the building department on pending and prospective enforcement matters; worked with the Building Department regarding getting a vacant building secure to prevent casual entry; worked with the Supervisor's office on personnel matters; prepared a report for submission to the town's auditors in connection with their audit of the town's finances for fiscal year 2023; worked with various departments on responding to outstanding Freedom of Information Law requests; completed ten hours of continuing legal education; performed legal research, provided legal opinions and prepared legal documents as requested by town officials and employees. Motion to accept the report was made by Supervisor Herrington and seconded by Councilman Balistreri. Unanimously approved.

Town Historian: Tracy Broderick

Ms. Broderick was unable to attend the meeting. The monthly report was not available at the time of the meeting. Should it become available, it will be on file in the Town Clerk's office.

Recycling Coordinator: Thomas Engster

Mr. Engster gave his report for the month of May. Revenues totaled \$3,545.60 and expenses \$2,317.10. 24.74 tons of materials were recycled and landfilled. Motion to accept the report was made by Councilman Christian and seconded by Councilman Sullivan. Unanimously approved. A copy of the report is on file in the Town Clerk's Office.

Community Library: Sara Hopkins

Ms. Hopkins gave her report for the month of May. Last month there were 3,387 physical checkouts, 2,063 walk in visitors, 3,963 digital checkouts, 116 Wi-Fi users (16/day average), assisted with 69 technical usages and 256 reference questions were addressed. 521 people participated in various programs, and 8 passports were processed. Motion to accept the report was made by Councilman Christian and seconded by Councilman Cipperly. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

## **RESOLUTIONS**

### **RESOLUTION NO. 48 OF 2024**

**RESOLUTION IMPOSING SERVICE CHARGE FOR DISHONORED CHECKS OR PAYMENTS** The foregoing Resolution, offered by Supervisor Herrington and seconded by

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Councilman Christian, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**RESOLUTION NO. 49 OF 2024**

RESOLUTION ESTABLISHING THE POSITION OF BUILDING AND ZONING SUPERVISOR IN THE TOWN OF BRUNSWICK The foregoing Resolution, offered by Councilman Christian and seconded by Councilman Balistreri, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**RESOLUTION NO. 50 OF 2024**

RESOLUTION ESTABLISHING LEAD AGENCY AND APPROVING ADOPTION OF NEGATIVE DECLARATION PURSUANT TO STATE ENVIRONMENTAL QUALITY REVIEW ACT FOR CONSTRUCTION OF PICKLE BALL COURTS The foregoing Resolution, offered by Councilman Christian and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**RESOLUTION NO. 51 OF 2024**

RESOLUTION DIRECTING SEQRA COORDINATION, REFERRALS, AND SCHEDULING PUBLIC HEARING ON BRUNSWICK SQUARE PLANNED DEVELOPMENT DISTRICT AMENDMENT APPLICATION (WALMART). The foregoing Resolution, offered by Councilman Sullivan and seconded by Councilman Christian, was duly put to a roll call vote as follows: Councilman Cipperly, Voting Aye; Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted. A public hearing on the Brunswick Square PDD amendment application will be held on July 11<sup>th</sup>, 2024 at 6:30 p.m. at the Brunswick Town Hall.

**CORRESPONDENCE:**

None.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**WARRANTS:**

Warrants No. 240539 through 240656, No. 52424001 through 52424009, and No. 60724001 through 60724006 were presented. Motion to approve the warrants was made by Councilman Christian and seconded by Councilman Sullivan. Unanimously approved. Individual fund expenses were as follows:

General	\$	223,968.50
Highway	\$	59,536.58
Water	\$	102,781.44
Sewer	\$	970.32
Special Sewer District #6	\$	622.07

**VISITORS WHO WISH TO SPEAK:**

Patricia Rivera, Cole Ln., addressed the board regarding storm water drainage issues on Cole Lane. Mr. Bradley stated he was aware of the issues but that it is on private property and therefore there are limitations on what the town can do to help.

Mary Ellen Adams, Cooper Ave., said the new citizens committee will be meeting at Keyes Lane on July 10<sup>th</sup> at 6 pm. She also inquired about certain documents posted on the town website that show “draft” in the title. The documents should be updated to include the “adopted” or “final” versions. Ms. Adams asked the board what is in the fund balance for the town. Supervisor Herrington advised her the town has a very healthy reserve fund account.

Jennifer Mann, Hill Rd., suggested sidewalks be built on North Lake Ave.. She was advised it is a County Road and it would be best to reach out to them with her concerns.

Jim Tkacik, Brunswick Rd., suggested the Town apply for various grants to help offset costs for major projects instead of relying on sales taxes and without raising property taxes.

Sue Vitolins, Miller Rd., inquired about updates regarding ambulance services in Town.

Councilman Balistreri said the safety committee doesn’t meet in July or August but they have been discussing this situation. Balistreri said the committee consists of mostly fire chiefs, ambulance staff, law enforcement, and other agencies. Balistreri will ask the committee about being open to the public. Ms. Vitolins also asked about what progress has been made from the Hoosick Road traffic study. Supervisor Herrington said they are in the early stages of installing speed humps on Genessee St. and Norfolk St. in the Sycaway neighborhood based on Mr. Bonesteel’s suggestions.

Mary Beth Bruno said it is important to attend the meetings and be treated with respect. She appreciates Mr. Tkacik’s comments each month.

Jim Houlihan, Brunswick Rd., asked Supervisor Herrington and the Board what their vision is for the next 5 or so years, and how does Chick-Fil-A and other commercial proposals fit in with that vision. Councilman Sullivan referred him to the Comprehensive Plan that was adopted and later amended in 2017. Supervisor Herrington said his vision was to keep apartments off Route 7.

Jennifer Mann said the Comprehensive Plan is about 12 years old and should be revisited every 10 years or so.

**ADJOURNMENT:**

Councilman Cipperly made the motion to adjourn. Motion was seconded by Councilman Balistreri. Unanimously approved. The meeting adjourned at 8:29 p.m.

Respectfully submitted,

Rebecca Del Gaizo  
Town Clerk