

**TOWN OF BRUNSWICK  
REGULAR TOWN BOARD MEETING  
FEBRUARY 14, 2019, 7:00 P.M.  
TOWN HALL**

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

**Board Members Absent:** None.

**Also Present:** Town Attorney, Thomas Cioffi and Town Clerk, William J. Lewis.

Supervisor Herrington called the meeting to order at 7:05 p.m.  
All joined in with the salute to the flag.

**VISITORS WHO WISH TO SPEAK:**

None.

**BUSINESS MEETING:**

**MINUTES OF THE PREVIOUS MEETING:**

Councilman Sullivan made a motion to accept the Minutes of the previous meetings, seconded by Councilman Christian. Unanimously approved.

**REPORTS:**

*Town Clerk:* William J. Lewis

Mr. Lewis gave his report for the month of January. \$9,376.52 will be remitted to the Supervisor's office. Recycling fees accounted for \$4,486.00, Community Center fees \$2,775.00, Pavilion fees \$200.00, dog license fees \$438.00 and \$1,476.00 in miscellaneous fees making up the balance. The Community Center had 25 new reservations is booking well. 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.

*Highway Superintendent:* Brandon Hill

Mr. Hill gave his report for the month of January. Department work included: Road plowing and treating; Mixed road salt & sand; Cold patched potholes; Filled holes in dirt roads; Cut and picked up trees on road sides; Picked up Christmas trees; Hauled cardboard & recyclables; Inspected and cleaned culverts and storm drains; Assisted Water Department on water break; Hauled gravel to replenished stock; Fixed road & street signs throughout town. Motion to accept the report was made by Councilman Casale and seconded by Councilman Sullivan. Unanimously approved. A copy of the written report is on file in the Town Clerk's Office.

*Water & Sewer Report:* Bill Bradley

Mr. Bradley his report for the month of January. All required water sampling was completed. A sample in Water District 11 had a positive result for Coliform Bacteria prompting a precautionary boil water advisory on 2/5. Resamples were negative and the advisory was lifted on 2/8. The department began conversion to the new metering system. They repaired a fire hydrant on Spring Ave., repaired a leak on Ledgestone Dr. and responded to several frozen meter and pipe calls. Work is being done on our Hazard Mitigation, Flood Damage Prevention and Emergency Response plans. Bids were received for the purchase of two new trucks.

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.

Code Enforcement: Charles Golden

Mr. Golden gave his report for the month of January. The report showed \$6,110.25 was collected for Building Permit and Zoning Variance/Planning Board Fees. 7 building permits were issued or renewed, 139 building inspections were performed and active permits totaled 243. The department had 5 code call outs, 4 code complaints, 9 code complaint inspections and 1 fire inspection. An additional 5 follow up inspections were completed. There are 4 Planning Board projects open or approved and 1 with the Zoning Board. 10 vacant/abandoned properties have been identified. Motion to accept the report was made by Councilman Casale and seconded by Supervisor Herrington. 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 January. Other than routine matters, his work included the following: Worked on and prepared a Resolution for the acceptance of road and water line dedications in the Brook Hill subdivision; Reviewed and updated the Town's Sexual Harassment Policy, to more accurately align with the State requirements and prepared a Resolution for same; Worked with the Building department to procure bids for new trucks and prepared Resolution for same; Worked with the Tax Department to prepare a Resolution extending the deadline for receipt of taxes for residents affected by the government shutdown; Worked with the Supervisor's Office concerning personnel and civil service requirements; Attended a Special Meeting and prepared a Resolution concerning a tax settlement with Brunswick Associates. A new Planned Development District is being proposed, and according to the new Town Zoning Law, a sketch plan conference needs to take place as the first step. He has prepared a Resolution to schedule this meeting. Motion to accept the report was made by Councilman Christian and seconded by Councilman Sullivan. Unanimously approved.

Town Historian: Sharon Zankel

Mrs. Zankel was unable to attend the meeting and submitted her report for the month of January via e-mail. A copy of the written report is on file in the Town Clerk's Office.

Recycling Coordinator: Thomas Engster

Mr. Engster gave his report for the month of January. Revenues for the month were \$5,598.69 and expenses were \$2,450.03 for a total of \$3,148.66. 20.08 tons of materials were recycled and 18.5 tons landfilled for the month. 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.

Library Report: Natalie Hurteau

Mrs. Hurteau gave her report for the month of January. The month saw an increase in both circulated items (3607) and customer count (2565). Digital collection usage is also up. The Adult Winter Reading Challenge has been started with 96 adults participating. Due to a \$6,000.00 grant for technology improvements, they now have 8 laptops for use by patrons which

allows them to work anywhere in the library and has cut down on wait times. Friends of the Library purchased 6 pairs of snowshoes for the “Library of Things” which are now available. They are preparing for the Easter “Library Bunny Hop” where volunteers decorate their cars and kids can stop for eggs and treats. Friends of the Library will also be hosting “Art at the Library”. There are 15 local artists signed up and the library will be set up as a gallery to display their work. There will be a \$10.00 entrance fee. Art will be available to purchase, and there will be wine, snacks and a door prize. Program schedules (new and continuing), special events and news items are available at [www.brunswicklibrary.org](http://www.brunswicklibrary.org).

Lastly, Natalie let everyone know that she would be leaving the Brunswick Library for the position of Adult Services and Outreach Manager with the Upper Hudson Library System. In that position she will surely still be working with the Brunswick Library. She has loved working here and gives plenty of credit to a wonderful staff that she is sure will continue the library’s mission.

Supervisor Herrington wished to go on record stating he has never seen so much improvement in services, programs and outreach to residents from any previous Director. She has transformed it into a vibrant community asset. She will certainly be missed and everyone wishes her the best.

Library Board President, Ann Clemente and Treasurer, Maureen Cox then addressed the Town Board with a financial overview of 2018. Income was similar to prior years. Monies were received from the Town of Brunswick, Brittonkill School District and Rensselaer County. Other income came from donations by patrons, the Friends of the Brunswick Library, grants and other donations. The Annual Appeal was slightly less last year. Seven years of the ten year mortgage has been paid off and will be finished in November, 2021. The end of the year balance was good, with Cash and Cash Equivalents exceeding Long Term Liabilities by over \$90,000.00. Motion to accept the reports was made by Councilman Casale and seconded by Councilman Christian. Unanimously approved. Copies of the written reports are on file in the Town Clerk’s Office.

**RESOLUTIONS:**

**Resolution No. 26** Resolution Revising Fee Schedule for Participation in the Town of Brunswick Summer Day Camp Program. The foregoing Resolution, offered by Supervisor Herrington and seconded by Councilman Christian, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 27** Resolution Authorizing a Temporary Extension of Real Property Tax Deadlines in Accordance with Real Property Tax Law, Section 925-E. The foregoing Resolution, offered by Councilman Casale and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 28** Resolution Permanently Appointing and Fixing Compensation of Buildings and Code Inspector. The foregoing Resolution, offered by Councilman Christian and seconded by Supervisor Herrington, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 29** Resolution Provisionally Appointing and Fixing Compensation of Assistant Building Inspector/Code Enforcement Officer. The foregoing Resolution, offered by Councilman Casale and seconded by Supervisor Herrington, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

Prior to the following Resolution, Mr. Dominic Erico of C.T. Male, gave a brief presentation of a proposed Planned Development District. It would consist of 26 single home building lots, located off NY route 2 between Heather Ridge Rd. and West Rd. (Brunswick Hills). As required by the Town of Brunswick Zoning Law, a Sketch Plan and documents have been submitted to the building Department.

**Resolution No. 30** Resolution Acknowledging Receipt of Planned Development District Sketch Plan Submission, Scheduling Sketch Plan Conference, and Appointing Town Legal and Engineering Review Consultants – Brunswick Acres Planned Development District. The foregoing Resolution, offered by Councilman Sullivan and seconded by Councilman Christian, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 31** Resolution Accepting Letter of Credit for Decommissioning of Solar Equipment. The foregoing Resolution, offered by Councilman Sullivan and seconded by Supervisor Herrington, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 32** Resolution Awarding Demolition Contract. The foregoing Resolution, offered by Councilman Christian and seconded by Councilman Casale, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 33** Resolution Adopting Revised Sexual Harassment Policy and Complaint Form and Amending Employee Handbook. The foregoing Resolution, offered by Councilman Balistreri and seconded by Councilman Sullivan, was duly put to a roll call vote as follows:

Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 34** Resolution. Accepting and Awarding Mini-Bid for the Sale and Purchase of two (2) 2019 Ford F-350XL Regular Cab 4 x 4 Pick-up Trucks, in Accordance with the Procedures of the New York State Office of General Services Vehicle Marketplace (OGS Group 40500, Award 22904, Class 3-8 Vehicles).The foregoing Resolution, offered by Councilman Christian and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**Resolution No. 35** Resolution Conditionally Accepting Dedication of Subdivision Infrastructure - Brook Hill Subdivision. The foregoing Resolution, offered by Councilman Christian and seconded by Councilman Sullivan, was duly put to a roll call vote as follows: Councilman Christian, Voting Aye; Councilman Sullivan, Voting Aye; Councilman Casale, Voting Aye; Councilman Balistreri, Voting Aye; Supervisor Herrington, Voting Aye. The foregoing Resolution was thereupon declared duly adopted.

**CORRESPONDENCE:**

Carol Smolen, Speigle Elders Treasurer, wrote thanking the Town for their contribution to the group's activities events for 2019. The donation is a great help for considering future events. To all, Happy New Year and good health.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None

**WARRANTS:**

Warrants No. 190088 through 190220, No. 12519001 through 12519009 and No. 20819001 through 20819006 were presented. Councilman Sullivan made a motion to approve the warrants, seconded by Councilman Christian. Unanimously approved.

Individual fund expenses were as follows:

General	\$ 195,238.62
Highway	\$ 97,061.90
Water	\$ 27,736.24
Sewer	\$ 631.23
Special Sewer District	\$ 597.40
Special Water District	\$ 2,760.00

**FURTHER COMMENTS FROM VISITORS:**

Mr. Jim Tkacik, 387 Brunswick Rd., asked that more attention be paid to the posting of information on the Town website. He noted that the public hearing notices for two proposed Local Laws were never on the site. Mr. Poleto advised that we don't host our own website and when he first sent them to the provider they were there. He will contact them.

**ADJOURNMENT:**

Councilman Christian made a motion to adjourn the meeting, seconded by Councilman Casale. Unanimously approved. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

William J. Lewis  
Town Clerk