

*Town Supervisor
John Clarkson*

*Town Board Members
Joyce Becker
David VanLuven
Doris Davis
Julie Sasso*

TOWN OF BETHLEHEM

Town Board Agenda

Wednesday, April 12, 2017
6:00 PM



I. Pledge of Allegiance

Attendee Name	Title	Status	Arrived
Joyce Becker	Board Member	Present	
John Clarkson	Town Supervisor	Present	
Julie Sasso	Board Member	Present	
David VanLuven	Board Member	Present	
Giles Wagoner	Board Member	Present	
Nanci Moquin	Town Clerk	Present	
James Potter	Town Board Counsel	Present	

II. Announcements

April 25, 2017 - LWRP meeting and presentation will be held at Town Hall

May 6, 2017 - A new playground will be going up at Town Hall, you can volunteer, contact Parks Dept.

III. Public Comments

Jim Foster - supported inventory collection of residences but not interior inspections.

David Hostig - spoke about the landslide at Normanside.

Emily Sonders - supported the inventory collection of residences.

Linda Jasinski - was against the inventory collection of residences.

Agnes Zellin - supported the inventory collection of residences and asked for civility from the residents when commenting on issues.

Amy - Supported the inventory collection of residences

Paul Tick - supported the inventory collection of residences

Grace Nichols - spoke about the Connecticut Expansion gasline on Town property

Jeff Baker - supported the inventory collection of residences

John Chaplan - supported the inventory collection of residences

Councilman VanLuven commented on the comments.

IV. Public Hearings

1Public Hearing on April 12, 2017 at 6PM regarding the conservation easement application of Michael and Ulla Sattinger for a conservation easement on 23.3 acres of land at tax parcel ID 74.00-2-30.

A motion to open the public hearing for the conservation easement application of Michael and Ulla Sattinger for a conservation easement on 23.3 acres of land at tax parcel ID 74.00-2-30 was offered by Councilwoman Sasso, seconded by Councilman VanLuven and approved by all Town Board members.

A motion to forgo the reading of the public notice and indent the notice into the minutes was offered by Councilman Wagoner, seconded by Councilman VanLuven and approved by all Town Board members.

**NOTICE OF PUBLIC HEARING
TOWN OF BETHLEHEM, ALBANY COUNTY**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Bethlehem, Albany County, New York will hold a public hearing on Wednesday, April 12, 2017 at 6PM at Town Hall, 445 Delaware Avenue, Delmar, NY to solicit comment on the application of Michael and Ulla Sattinger for a conservation easement on 23.3 acres of land at tax parcel ID 74.00-2-30.

All parties in interest and citizens will have an opportunity to be heard at the said hearing.

**BY ORDER OF THE TOWN BOARD
TOWN OF BETHLEHEM**

Nanci Moquin

TOWN CLERK

Date: 03/23/2017

Linda Jasinski commented that she thought the conservation easements were set up to protect land that was under the strain of development.

A motion to close the public hearing was offered and approved as follows:

RESULT: CLOSED [UNANIMOUS]
MOVER: David VanLuven, Board Member
SECONDER: Joyce Becker, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

2Public Hearing on April 12, 2017 at 6PM regarding the conservation easement application of Michael and Ulla Sattinger for a conservation easement on 16 acres of land at tax parcel ID 74.00-2-39.2

A motion to open the public hearing for the conservation easement application of Michael and Ulla Sattinger for a conservation easement on 16 acres of land at tax parcel ID 74.00-2-39.2 was offered by Councilwoman Sasso, seconded by Councilwoman Becker and approved by all Town Board members.

A motion to forego the reading of the public notice and indent the notice into the minutes was offered by Councilman VanLuven, seconded by Councilman Wagoner and approved by all Town Board members.

NOTICE OF PUBLIC HEARING
TOWN OF BETHLEHEM, ALBANY COUNTY

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Bethlehem, Albany County, New York will hold a public hearing on Wednesday, April 12, 2017 at 6PM at Town Hall, 445 Delaware Avenue, Delmar, NY to solicit comment on the application of Michael and Ulla Sattinger for a conservation easement on 16 acres of land at tax parcel ID 74.00-2-39.2.

All parties in interest and citizens will have an opportunity to be heard at the said hearing.

BY ORDER OF THE TOWN BOARD
TOWN OF BETHLEHEM

Nanci Moquin

TOWN CLERK

Date: 03/23/2017

No one spoke.

A motion to close the public hearing was offered and approved as follows:

RESULT: CLOSED [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

3Public Hearing on April 12, 2017 at 6PM regarding the conservation easement application of Constance Tilroe for a conservation easement on 6.9 acres of land at tax parcel ID 75.17-1-4.

A motion to open the public hearing for the conservation easement application of Constance Tilroe for a conservation easement on 6.9 acres of land at tax parcel ID 75.17-1-4 was offered by Councilman VanLuven, seconded by Councilwoman Becker and approved by all Town Board members.

A motion to forego the reading of the public notice and indent the public notice into the minutes was offered by Councilman Wagoner, seconded by Councilwoman Sasso and approved by all Town Board members.

**NOTICE OF PUBLIC HEARING
TOWN OF BETHLEHEM, ALBANY COUNTY**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Bethlehem, Albany County, New York will hold a public hearing on Wednesday, April 12, 2017 at 6PM at Town Hall, 445 Delaware Avenue, Delmar, NY to solicit comment on the conservation easement application of Constance Tilroe on 6.9 acres of land at tax parcel ID 75.17-1-4.

All parties in interest and citizens will have an opportunity to be heard at the said hearing.

**BY ORDER OF THE TOWN BOARD
TOWN OF BETHLEHEM**

Nanci Moquin

TOWN CLERK

Date: 03/23/2017

Constance Tilroe was very pleased with the ability to protect the last remaining peice of the family farm from future development.

A motion to close the public hearing was offered and approved as follows:

RESULT: CLOSED [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

V. Minutes Approval

1. Wednesday, March 22, 2017

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

VI. Line Items

- **REQUEST FROM DIRECTOR OF PLANNING FOR TOWN BOARD TO APPROVE THE CONSERVATION EASEMENT AGREEMENT FOR MICHAEL AND ULLA SATTINGER ON 23.3 ACRES OF LAND AT TAX PARCEL ID 74.00-2-30 (PARCEL A), LOCATED ALONG MCCORMACK ROAD, FOR A 30 YEAR TERM SUBJECT TO FINAL REVIEW BY THE TOWN BOARD ATTORNEY**

A motion to approve the Conservation Easement Agreement for Michael and Ulla Sattinger on 23.3 acres of land at tax parcel ID 74.00-2-30(Parcel A), located along McCormack Road, for a 30 year term subject to final review by the Town Attorney was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Giles Wagoner, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM DIRECTOR OF PLANNING FOR TOWN BOARD TO APPROVE THE CONSERVATION EASEMENT AGREEMENT FOR MICHAEL AND ULLA SATTINGER ON 16 ACRES OF LAND AT TAX PARCEL ID 74.00-2-39.2 (PARCEL B), LOCATED ALONG MCCORMACK ROAD FOR A 30 YEAR TERM SUBJECT TO FINAL REVIEW BY THE TOWN BOARD ATTORNEY**

A motion to approve the Conservation Easement Agreement for Michael and Ulla Sattinger on 16 acres of land at tax parcel ID 74.00-2-39.2 (Parcel B), located along McCormack Road for a 30 year term subject to final review by the Town Attorney was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: David VanLuven, Board Member
SECONDER: Joyce Becker, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM DIRECTOR OF PLANNING FOR TOWN BOARD TO APPROVE THE CONSERVATION EASEMENT AGREEMENT FOR CONSTANCE TILROE ON 6.9 ACRES OF LAND AT TAX PARCEL ID 75.17-1-4, LOCATED ALONG SALISBURY ROAD, FOR A PERPETUAL TERM SUBJECT TO FINAL REVIEW BY THE TOWN BOARD ATTORNEY.**

A motion to approve the Conservation Easement Agreement for Constance Tilroe on 6.9 acres of land at tax parcel ID 75.17-1-4, located along Salisbury Road, for a perpetual term subject to final review by the Town Attorney was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Joyce Becker, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM SENIOR PLANNER TO APPOINT NEW MEMBERS AND RE-APPOINT MEMBERS TO BICYCLE AND PEDESTRIAN COMMITTEE**

A motion to appoint new members and re-appoint members to the Bicycle and Pedestrian Committee, as per Ken Kovlachik's attached memo was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: David VanLuven, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DIRECTOR OF HUMAN RESOURCES TO APPOINT HEATHER ECKERT AS RECREATION ADMINISTRATIVE ASSISTANT**

A motion to appoint Heather Eckert as Recreation Administrative Assistant was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DEPUTY COMMISSIONER OF PUBLIC WORKS TO ADOPT THE RESOLUTION AUTHORIZING THE USE OF WATER FUND CAPITAL RESERVE FUNDS, UP TO \$85,000 FOR THE DELAWARE AVENUE WATER MAIN REPLACEMENT, SUBJECT TO PERMISSIVE REFERENDUM.**

Res # 2017-12

RESOLUTION AND PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Bethlehem in the County of Albany, State of New York has on the 12 day of April, duly adopted, subject to a permissive referendum, a resolution as follows:

WHEREAS, the Town Board of the Town of Bethlehem has determined that it is necessary to fund additional work related to the Delaware Avenue Water Main Replacement; and

WHEREAS, it is estimated that the cost of said services will not exceed \$85,000; and

WHEREAS, in recognition of these needs, funds for such purpose are in the Water Fund Capital Reserve Fund and,

NOW, THEREFORE, BE IT RESOLVED, that it is in the public interest to complete the Delaware Avenue Water Main Replacement; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the expenditure of the reserve moneys to fund this request up to maximum amount of \$85,000; and,

BE IT FURTHER RESOLVED, that the Town Comptroller is authorized to expend from the Water Fund Capital Reserve Fund the funds necessary up to \$85,000 in said reserve fund; and

This resolution shall be subject to permissive referendum, as permitted by law.

The motion to adopt the resolution was offered by Councilman Van Luven, seconded by Councilwoman Becker, and duly adopted by the following vote:

AYES: Supervisor Clarkson, Councilwoman Becker, Councilwoman Sasso, Councilman VanLuven, Councilman Wagoner

NOES: none

ABSENT: none

DATED: April12, 2017

A motion to adopt the resolution authorizing the use of Water Fund Capital Reserve Funds, up to \$85,000 for the Delaware Avenue Water Main Replacement, subject to permissive referendum was offered and approved as follows:

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: David VanLuven, Board Member
SECONDER: Joyce Becker, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DEPUTY COMMISSIONER OF PUBLIC WORKS FOR AUTHORIZATION TO AWARD THE DELAWARE AVENUE HAMLET MULTI-MODAL STREETScape ENHANCEMENTS CONTRACT TO RIFENBERG CONSTRUCTION, INC AND AUTHORIZE THE SUPERVISOR TO SIGN THE CONTRACT.**

A motion to award the Delaware Avenue Hamlet Multi-modal Streetscape Enhancements contract to Rifenberg Construction, Inc and authorize the Supervisor to sign the contract was offered and approved as follows:

RESULT: **APPROVE [UNANIMOUS]**
MOVER: Giles Wagoner, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DEPUTY COMMISSIONER OF PUBLIC WORKS FOR AUTHORIZATION TO APPROVE SUPPLEMENTAL AGREEMENT NO. 01 FOR CHA CONSULTING, INC. AND AUTHORIZE THE SUPERVISOR TO SIGN THE AGREEMENT.**

A motion to approve Supplemental Agreement No. 01 for CHA Consulting, Inc. and authorize the Supervisor to sign the agreement was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: David VanLuven, Board Member
SECONDER: Joyce Becker, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DEPUTY COMMISSIONER OF PUBLIC WORKS FOR AUTHORIZATION TO APPROVE SUPPLEMENTAL AGREEMENT NO. 02 FOR NYSDOT AND AUTHORIZE THE SUPERVISOR TO SIGN THE AGREEMENT, SUBJECT TO TOWN ATTORNEY APPROVAL.**

A motion to approve Supplemental Agreement No. 02 for NYSDOT and authorize the Supervisor to sign the agreement, subject to Town Attorney approval was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Giles Wagoner, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **DISCUSSION ON DELAWARE AVENUE STREETScape PROJECT AND WORK ZONE TRAFFIC PLAN**

A representative from Town Designated Engineer, CHA, presented the Delaware Avenue Streetscape Project, tentative timeline and work zone traffic plan.

- **BACKGROUND ON RESIDENTIAL DATA COLLECTION**

Laurie Lambertson, Town Assessor, clarified the residential data collection process that will take place throughout the Town.

- **REQUEST FROM THE SUPERINTENDENT OF HIGHWAYS TO APPROVE THE USE OF THE GENERAL FUND CAPITAL RESERVE TO REPAIR, REPLACE AND INSTALL SIDEWALKS AND PATHS, NOT TO EXCEED \$50,000, SUBJECT TO PERMISSIVE REFERENDUM**

Resolution No. 2017-013

RESOLUTION AND PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Bethlehem in the County of Albany, State of New York has on the 12th day of April 2017, duly adopted, subject to a permissive referendum, a resolution as follows:

WHEREAS, the condition of the Town's sidewalks and paths were evaluated in 2014 and due to be reevaluated in 2017; and,

WHEREAS, sections of the Town's sidewalks and paths have deteriorated and need repair and/or replacement; and

WHEREAS, small sections of sidewalks and paths need to be installed to complete a connection in the network; and,

WHEREAS, a repair and replacement plan for the Town's sidewalks and paths was developed to prioritize these repairs and replacements; and,

WHEREAS, the Town Board of the Town of Bethlehem has determined that these repairs, replacements and installations are necessary; and,

WHEREAS, it is estimated that the costs of said work will not exceed \$50,000 for 2017; and

WHEREAS, in recognition of these needs, funds for such purpose are in the General Fund Capital Reserve Fund; and,

NOW, THEREFORE, BE IT RESOLVED that it is in the public interest to repair or replace sections of sidewalk or paths that have deteriorated and install new sidewalks or paths, as described above; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the expenditure of the reserve moneys to fund this project up to a maximum amount of \$50,000; and,

BE IT FURTHER RESOLVED, that the Town Comptroller is authorized to expend from the General Fund Capital Reserve Fund the funds necessary up to \$50,000 in said reserve fund; and,

This resolution shall be subject to a permissive referendum, as permitted by law.

The foregoing resolution was presented for adoption by Councilman , seconded by Councilwoman and approved with the following vote:

Ayes - Supervisor Clarkson, Councilwoman Becker, Councilwoman Sasso, Councilman VanLuven, Councilman Wagoner

Nays - none

Absent - none

Dated : April 12, 2017

A motion to adopt the resolution approving the use of General Fund Capital Reserve to repair, replace and install sidewalks and paths, not to exceed \$50,000, subject to permissive referendum was offered and approved as follows:

RESULT: ADOPTED [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM FLEET MANAGER TO AUTHORIZE THE PURCHASE OF ONE 2017 CHEVY SILVERADO 3500HD UTILITY TRUCK FOR \$57,863.29 FROM THE NEW YORK STATE VEHICLE MARKETPLACE**

A motion to approve the purchase of one 2017 Chevy Silverado 3500HD Utility Truck for \$57,863.29 from the New York State Marketplace was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE FLEET MANAGER FOR PERMISSION TO DISPOSE OF VEHICLES AT AUCTION CONDUCTED BY AUCTIONS INTERNATIONAL, INC. OF BUFFALO, NEW YORK.**

A motion to permit the disposal of vehicles at auction conducted by Auctions International, Inc of Buffalo, NY was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Joyce Becker, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM TOWN ENGINEER TO ACCEPT RIGHT-OF-WAY PARCEL ALONG WEMPLE ROAD**

A motion to accept the right-of-way parcel along Wemple Road, as attached, was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM TOWN ENGINEER TO ACCEPT SIDEWALK EASEMENT AT 308 DELAWARE AVENUE, DELMAR**

A motion to accept the sidewalk easement at 308 Delaware Avenue, Delmar was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Joyce Becker, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE ADMINISTRATOR OF PARKS AND RECREATION FOR APPROVAL OF SEASONAL PERSONNEL.**

A motion to approve seasonal personnel listed in Ms. Lanahan's 4-13-17 memo was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Joyce Becker, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE ADMINISTRATOR OF PARKS AND RECREATION FOR ACCEPTANCE OF A \$4,141 DONATION FROM THE FRIENDS OF BETHLEHEM PARKS AND RECREATION**

A motion to accept a \$4,141 donation from the Friends of Bethlehem Parks and Recreation was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Julie Sasso, Board Member
SECONDER: Giles Wagoner, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE DEPUTY COMMISSIONER OF PUBLIC WORKS TO AUTHORIZE THE SUPERVISOR TO SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF BETHLEHEM AND ALBANY COUNTY FOR THE PURCHASE OF UPGRADE DIGITAL ORTHOIMAGERY AS PART OF THE STATEWIDE DIGITAL ORTHOIMAGERY PROGRAM.**

Paul Penman, Town Engineer, explained that orthoimagery was ariel mapping of the Town and County.

A motion to authorize the Supervisor to sign the Memorandum of Understanding between the Town of Bethlehem and Albany County for the purchase of upgrade digital orthoimagery as part of the Statewide Digital Orthoimagery Program was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Joyce Becker, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

- **REQUEST FROM THE COMMISSIONER OF PUBLIC WORKS TO AUTHORIZE THE SUPERVISOR TO EXECUTE THE AGREEMENT WITH TYCO INTEGRATED SECURITY LLC FOR SECURITY SERVICES AT THE CLAPPER ROAD WATER TREATMENT PLANT**

A motion to authorize the Supervisor to execute the agreement with Tyco Integrated Security LLC for security services at the Clapper Road Water Treatment Plant was offered and approved as follows:

RESULT: APPROVE [UNANIMOUS]
MOVER: Giles Wagoner, Board Member
SECONDER: David VanLuven, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner

VII. New Business

VIII. Adjournment

Motion To: Adjourn

RESULT: **ADOPT [UNANIMOUS]**
MOVER: Giles Wagoner, Board Member
SECONDER: Julie Sasso, Board Member
AYES: Becker, Clarkson, Sasso, VanLuven, Wagoner