

A regular meeting of the Town Board of the Town of Moreau was held on March 12, 2013 in the Town of Moreau Office Building, 61 Hudson Street, South Glens Falls, New York.

Supervisor Jenkins called the meeting to order at 7:00 p.m.

The Town Clerk called the roll.

#### **Town Board Members Present**

Robert J. Vittengl, Jr.	Councilman
Gina LeClair	Councilwoman
Todd Kusnierz	Councilman
Preston Jenkins	Supervisor

#### **Town Board Members Absent**

Bob Prendergast	Councilman
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**Also Present:** Jeanne Fleury, Town Clerk; Karla Buettner, Attorney for the Town; Jessie Fish, Water Superintendent; Peggy Jenkins, Assessor; Erin Trombley, Part-Time Recreation Director; Paul Joseph, Highway Superintendent; Reed Antis, Planning Board Member and Town Resident; Town Residents: America Vasquez, Scott Miller, Adele Kurtz, Patrick Killian; Post Star Reporter, Jamie Munks; and Greg Demarse and Tyler Justin, Representatives of Monolithe Solar Associates, LLC

Supervisor Jenkins led the Pledge of Allegiance.

Supervisor Jenkins welcomed everyone to the meeting and asked everyone to turn off or silence all electronic devices.

#### **MINUTES**

The following minutes were prepared and distributed to the Town Board in advance of the meeting for their review, comment, correction and approval:

February 26<sup>th</sup> and February 28<sup>th</sup>

#### **MINUTES – FEBRUARY 26, 2013 – REGULAR TOWN BOARD MEETING**

No comments or corrections.

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl to approve the minutes of February 26<sup>th</sup> as prepared.

Roll call vote resulted as follows:

Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Abstain

#### **MINUTES – FEBRUARY 28, 2013 – TOWN BOARD MONTH-END AUDIT MEETING**

No comments or corrections.

A motion was made by Councilman Vittengl and seconded by Councilman Kusnierz to approve the minutes of February 28<sup>th</sup> as prepared.

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Roll call vote resulted as follows:

Councilwoman LeClair	Abstain
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Supervisor Jenkins	Yes

### **MEETINGS/WORKSHOPS SCHEDULED**

The Town Board Month-End Audit Meeting will be held on March 26<sup>th</sup> at 6:30 p.m. in Town Hall.

### **15 MINUTE PUBLIC COMMENT PERIOD**

Patrick Killian from Killian's Dairy Farm asked for a progress report on the "bridges".

Supervisor Jenkins told Mr. Killian that they would be discussing it in executive session later in the meeting.

Scott Miller from 543 Selfridge Road stated that there was another bad accident at the intersection of Gansevoort Road and Reservoir Road and he asked if there was going to be a traffic light or some sort of traffic control device installed at that intersection.

Supervisor Jenkins replied that it would be an issue for the State of New York. The Town Board could ask them to review it. He stated that if you are heading east on Reservoir Road it is difficult to see the intersection up ahead even though there was a sign erected alerting people of the intersection ahead. He said that he could send a request to NYS DOT and asked them to review that intersection. He then asked the Town Clerk to send the request to NYS DOT.

### **MONOLITHE SOLAR ASSOCIATES, LLC PRESENTATION**

Tyler Justin, Director of Field Operations and Greg Demarse, Northern District Vice President of Monolithe Solar Associates, LLC were present to talk to the Town Board about solar energy possibilities for the Town's new municipal complex and/or highway garage.

Tyler Justin stated that he and Greg Demarse both live locally and started their company, Monolithe Solar, five years ago in Rensselaer and they have worked extensively with municipalities and schools and a lot of public works jobs. Their proposal is to install up to 50,000 watts per meter (per the current law) under a PPA (Power Purchase Agreement). They would install a quarter of a million dollar system on the roof of the Town's facility and produce power and then sell the power to the Town at a 25% reduced cost to whatever the going cost is from the Town's utility provider. This year they saw utility rates come down and with other companies he said we would have been locked into a consistent rate and we would have lost out. They would reevaluate their rate and stay 25% lower than what National Grid charges. They recalculate the rate once a year and the customer has the right to recalculate once a year so that if there is a drastic drop in rates then the Town can say they would like to redo their rates and Monolithe Solar would drop their rate down to 25% under the going rate. If the rate goes up drastically they would run the numbers and if it is worth while they may have to make an adjustment, but most of the time they just let it go the full year and the Town could potentially save more than 25% in those cases.

Greg Demarse added that the \$250,000.00 worth of equipment is free to the Town and Tyler Justin added that they would do all the maintenance on the equipment. The more money they save the Town, the more money Monolithe makes so it is in their best interest to make sure that the system is working 110% all the time. They have an electronic monitoring system that alerts them to a problem. All they want to do is use the rooftop of the Town's building and help the Town to take a step forward and be a leader in the area and say we can do this another way.

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Supervisor Jenkins asked if they can install the equipment on the ground versus the rooftop and Tyler Justin replied yes, it is site specific.

Councilman Kusnierz asked how long the contract would be for and Tyler Justin replied 20 years and if required they could negotiate a shorter period of time.

Tyler Justin stated that he looked at a utility bill for the new highway garage and noted that the highway garage is using 71,000 kw hours per year and his 50,000 kw system will produce about 62,000 kw hours or 63,000 kw hours per year. If the Town stays under 2,000 kw hours a month from the grid then they could eliminate the demand charge as well. He said the bill from the highway garage was about \$1,200.00 to \$1,300.00 for a month and \$400.00 of that is the demand charge. They can save the Town 25% on the kw hour and after a full year of staying under the 2,000 kw hour threshold they would eliminate the demand charge as well.

Councilman Vittengl asked if they had any before and after figures for any of the bigger accounts that they have.

Tyler Justin replied that there is a small sign company in Rensselaer that they did and they had a \$1,100.00 charge a month that they were paying to National Grid and within the first year of going solar all of their usage on the per kw hour was eliminated and all they were left with was the demand charge of about \$550.00 a month. They kept them off the demand for a full year and now that has gone away completely and they are still saving 25% off the supply. They were the first customer to come off the demand entirely with solar so it was exciting to them. They now have four or five other customers who have met the full year and come off the demand charge.

Councilman Kusnierz asked about the quality of their product.

Tyler Justin replied that they used to use American Products, but they weren't happy with the quality of the product so they now use a Chinese product. He has put out over 4,000 Chinese panels and never had one go bad. He did a few of the American Product panels and had nothing but problems. He also said he is a stickler for aesthetics and the solar panels can be eye catchers and beautiful and an added piece in the Town and not a hindrance.

Councilman Kusnierz asked if they worked with any local government buildings.

Tyler Justin replied yes, they worked with the Town of Rensselaer, East Greenbush, Niskayuna, Schenectady County, Schodack Schools, Stillwater Schools, Averill Park, Waterford, Clifton Park Fire Dept., Vischer-Ferry Fire Dept.

Councilman Kusnierz asked how much generation capacity they have.

Tyler Justin replied almost 6 mega-watts.

Greg Demarse stated that one of the panels they use is called Trina. They are backed by a third party insurance company and if Trina all of sudden becomes insolvent the panels will still be backed up.

Tyler Justin stated that Monolithe will also handle the warranty.

Councilwoman LeClair asked what the life of the solar panels is and who is responsible for removing the panels from the rooftop or the field.

Tyler Justin replied that the panels are expected to last thirty years, but he feels that is a conservative number. At the end of the contract the panels will be offered to the Town at a fair market value buy-out and it could be \$1.00 and the Town would keep them or the Town could sign another contract and Monolithe will install upgraded equipment and do the job over again with the latest and greatest product.

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Greg Demarse stated that the other options would be to extend the contract in five year increments for the life of the equipment or the Town could tell them to and come pick up their equipment and it would be over and there would be no cost to the Town.

Councilwoman LeClair asked what happens if the panels are removed from the roof at the end of the 20 year contract when the roof will last a lot longer than 20 years. There will be holes in the roof then.

Justin Tyler replied that on most municipal buildings there is a standing seam roof and there will be no penetration into the roof. The panels will be clamped onto the standing seams. The panels can be removed and the roof will be just as it was before.

Supervisor Jenkins asked Tyler Justin to leave a copy of their contract with the attorney for the Town to review.

Justin Tyler gave a copy of their contract to Attorney Buettner.

This concluded their presentation.

#### **APRIL MARTIN – REQUEST TO HOLD CRAFT FAIR AND 50/50 IN REC. PARK**

April Martin was not present.

Supervisor Jenkins stated that April Martin requested use of the rec. park to hold a craft fair and 50/50 raffle. He stated that the Town Board has the power to approve or disapprove a request of this type. He said more information is needed on this request. He said we do hold Moreau Fun Days, which is a non-profit event, in the park and there are some vendors there. The Pow Wow also uses the park and they have vendors. He said it isn't that the board doesn't allow vendors in the park, but the board is very restrictive on what they allow. He asked Erin Trombley, PT Rec. Director, to contact Ms. Martin and get more information.

Councilman Kusnierz stated that more information is needed, but he is a little uncomfortable about a 50/50 being held in the park and he doesn't think it is an appropriate use of the rec. facilities.

Erin Trombley stated that there are licensing requirements for games of chance also.

Councilwoman LeClair stated that in regards to Moreau Fun Days, the fees collected from the craft vendors helped pay for the bounce house and horse and wagon rides and everything that we offered for free to the public.

#### **HIGHWAY DEPARTMENT REQUESTS**

Paul Joseph, Highway Superintendent, submitted a request to purchase eight (8) new drive tires for the 2001 Freightliner, Tandem Truck #17, including dismount and mount out of account DB5130.405 that had a balance of \$16,139.00 as of 3/6/13.

The following quotes were received:

Adirondack Tire	\$2,915.44
Rouse Tire Sales	\$2,795.44
Warren Tire	\$2,912.00

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl authorizing the purchase of eight (8) drive tires for the 2001 Freightliner, Tandem Truck #17, including dismount and mount from Rouse Tire Sales at a cost not to exceed \$2,795.44.

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Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Jenkins	Yes

### **WATER DEPARTMENT REQUESTS**

Jesse Fish, Water Superintendent, requested permission to attend an Adirondack Water Works Workshop on March 28<sup>th</sup> in Saratoga Springs and New York Rural Water Association Training Class on March 19<sup>th</sup> in Lake Luzerne and for the \$65.00 registration fee for both sessions to be a proper town charge. Credits towards the renewal of his certification will be obtained.

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl authorizing Jesse Fish, Water Superintendent, to attend the Adirondack Water Works Workshop on March 28<sup>th</sup> in Saratoga Springs and New York Rural Water Association Training Class on March 19<sup>th</sup> in Lake Luzerne and for the \$65.00 registration fee for both sessions and mileage to be a proper town charge.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

### **RECREATION DEPARTMENT REQUESTS – CLUB CONTRACT DISCUSSION**

Councilwoman LeClair stated that Erin Trombley has questions about the contracts with each of the different teams. One question she has is, if we are telling teams we would like them to give \$3,000.00 or in-kind

services then why can't we give them a list of certain things that we need done. For instance, the Little League field has drainage issues and when it rains it can be closed for three or four days at a time. Erin discussed this with the staff at the park and they said that in two or three days they could fix the field. Erin wants to know why we can't ask one of the teams that are coming in to do the work instead of paying the fees that we ask for in the contract. Why can't we actually give them a list of projects to pick from?

Supervisor Jenkins said that each club is different. Little League has a list of things they paid for over a five year period totaling about \$32,000.00. They also participate more actively in our spring clean up day than any other group. If we do move forward with improving the concession stand then they have \$15,000.00 that they will put into that project.

Erin Trombley said it sounds like many of them may be field specific and if they play on field c then they only want to work on field c. It is her feeling that if they were going to pay the fee we wouldn't spend it only on field c we would spend it on general needs for the whole park. So if we had a wish list they could pick from and a project on the list happens to be in the area that they are partial to then they could pick that project or maybe they would want to pool resources with another club to take on a bigger project. They could also ask us about a project and we could either approve or disapprove it.

Councilman Kusnierz stated this is not a new suggestion. It has been brought to the board many times over the years and the board has tried to tweak it a little bit. What they have run into is that some groups may have a perception that they do more than others and that is how the board came up with the policy in place now and that is to try and remove a lot of those issues and level the requirements so everybody knows from the get go

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what to expect. It also requires additional management to keep track of all of that stuff and he doesn't know if that is necessarily where they want to go with this.

Erin Trombley asked if it makes sense to at least ask them to tell us what project they are going to undertake before it is started.

Supervisor Jenkins stated that in general they have done this. He suggested that Erin meet with him and hash this all out and then they could come back to the board with some ideas.

Councilwoman LeClair said that Steve Gram used to bring to the board large projects that the clubs wanted to work on. They didn't just show up with shovels and tear into fields. They did check with Steve on it.

### **LITTLE LEAGUE CONCESSION EXPANSION**

Councilman Vittengl stated that for about a two year period there was discussion about building a new concession stand and where to put it and finally about a year ago Ethan Hall came up with some plans for the concession stand. He met with Councilman Kusnierz with the Recreation "Committee" and they reviewed it and the plans he drew up were very nice and they went out for RFP's on pricing on it and the prices came in at around the \$70,000.00 to \$80,000.00 range. The plans call for a 450 square foot addition to the existing building, upgrading all the restrooms and bringing everything up to code in the building. If we can get another 25 or 30 years out of the building by upgrading it then Little League has agreed to come up with a substantial amount of money towards it. He would like to put this out to bid and with the bid prices coming in at where they may and the money from Little League then maybe we can get this project done this year since money is in the account for capital improvements.

Councilwoman LeClair asked what would happen with equipment. She recalled that when she first came on board there was money needed for equipment for the quad.

Councilman Kusnierz stated that in the capital projects fund there is money accounted for equipment and money accounted for contractual for a total of over \$181,000.00.

Supervisor Jenkins stated that he thought there was about \$250,000.00 in the account.

Councilman Kusnierz stated that he re-reviewed the plans with Councilman Vittengl and it is their recommendation that the board go out for RFP's. We aren't committing any money to the project. We are just getting an idea what we are looking at.

Supervisor Jenkins stated that it would cost us a little bit to put it out to bid.

Councilman Kusnierz said it shouldn't be a whole lot to do that.

Supervisor Jenkins stated that most of these drawings are construction grade. The design and electrical is all there.

Councilman Kusnierz asked if couldn't they just provide these plans to anyone who expresses an interest.

Supervisor Jenkins stated that Joe Patricke should look at the plans and see if there is enough detail in them. He said that the prices they got based on the plans were too high to qualify for RFP's. He asked for a motion to go out to bid and said he would then call Ethan Hall and talk to him about going out to bid.

Councilman Kusnierz asked if the plans were stamped and the answer was yes. He said that maybe they could go out for RFP's based on what we have available right now so we don't have to spend any money up front.

Supervisor Jenkins said they may have to print some additional copies to send out and it would have to be a bid process, because it will be more than \$30,000.00.

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Councilman Vittengl made a motion to go out to bid with the existing plans prepared by Ethan Hall for the concession stand in the rec. park.

Councilman Kusnierz seconded the motion.

Roll call vote resulted as follows:

Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

Councilwoman LeClair asked if someone could ask Softball to look things over and see what they need for equipment so we know what the total cost is including equipment.

Councilman Kusnierz asked if she meant equipment to operate the concession stand and Councilwoman LeClair said yes.

Supervisor Jenkins stated that some things may still be usable, but they may need some replacement equipment and maybe they can use some of their money towards that. Last fall they talked about having \$15,000.00 available for this project.

Councilwoman LeClair said she was just curious about this.

#### **CREATE RECREATION MAINTENANCE POSITION**

Supervisor Jenkins stated that all the board members should have received a duties statement for the position of maintenance part-time. He said it will be a non-competitive position. This job description was approved by Saratoga County Civil Service as non-competitive, part-time. He asked if the board members wanted to adopt this job description so they would be able to fill the position. He said there isn't any rate of pay set yet and that could wait until they decide on how to fill the position.

Councilman Kusnierz asked if they were just creating the position and Supervisor Jenkins replied yes.

Attorney Buettner noted that the job description was not signed by Saratoga County Civil Service so any resolution adopted to create the position should include the language that it is subject to their official signing of the duties statement.

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair to create the position of Part-Time Maintenance subject to the signing of the duties statement by Saratoga County Civil Service.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Supervisor Jenkins	Yes

New Position Duties Statement is as follows:

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<b>DEPARTMENT:</b> Recreation <b>BUREAU, DIVISION, UNIT OR SECTION:</b> Town of Moreau
<b>LOCATION OF POSITION:</b> All Town Properties
<b><u>DISTINGUISHING FEATURES OF THE CLASS</u></b>
These duties involve supervising responsibilities for all properties of the town with the exception of the areas that the town highway department is responsible for and the transfer station. Supervision and direction of work by subordinate full time, part-time and seasonal maintenance personnel and seasonal recreation employees.
<b><u>EXAMPLES OF WORK (Illustrative Only)</u></b>
70% of Work Time: Supervises and participates in repairs and maintenance of all ball fields, ice skating rinks, trails, recreation areas, tennis and basketball courts, playgrounds, picnic tables, bleachers, equipment and all other town properties including buildings and signage for the areas not cared for by the highway department; Supervise and participate in the maintenance and repair of all motor equipment used in the repair and maintenance of town property.
10% of Work Time: Maintains Town owned cemeteries as directed by the Town Board
6% of Work Time: Purchases or requisitions of materials and supplies used in playground maintenance within the Town's policy and guidelines and the community garden.
6% of Work Time: Works cooperatively as a representative of the Town with individuals and organizations that use Town facilities to ensure the care and maintenance of all Town properties is properly done as stated in contracts signed by individuals and organizations using Town facilities.
6% of Work Time: Performs duties as directed by Town Board.
2% of Work Time: Obtain quotes and oversee work that is contracted out according to Town policy, sort mail, maintain files and records for work accomplished, check invoices for accuracy, completeness and proper extensions. Maintain time records and payroll data. Prepare weekly/daily assignment of tasks for subordinates, maintain a weekly account of work done by department and verify that employees also maintain a comparable work log.
<b>Name and Title of Persons Supervising this Position (General, Direct, Administrative, etc.):</b> Moreau Town Supervisor, Preston L. Jenkins, Jr. <b>Type of Supervision:</b> Administrative
<b>Names and Title of Persons Supervised by Employee in this Position:</b> Recreation Department Laborers <b>Type of Supervision:</b> Direct
<b>Minimum Qualifications Required for this Position:</b> High School 4 Years
<b>Experience:</b> Working knowledge of office equipment; office procedures; business arithmetic, ability to speak to the public, general building and grounds maintenance, workability to get along well with others, ability to write legibly, mental alertness, neatness, accuracy, tact and courtesy.
<b>Essential Knowledges, Skills and Abilities:</b> Thorough knowledge of methods, materials and tools used in the maintenance of playgrounds, athletic fields and related buildings and equipment, ability to plan and supervise the work of others, ability to follow written and oral instructions, ability to keep records and make reports, mechanical aptitude, initiative, good judgment, supervisory skills are desirable, but not required.

### **EARTH DAY – GEOCACHING**

Whendi and Bryan Whalen, Bill Van Patten proposed a Geocache Clean Up day at the Rec. Park on Earth Day April 21<sup>st</sup> and they hope to involve local Geocachers in this event called "CITO" Cache in Trash Out.



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Councilman Vittengl stated that they want to host the CITO event on Earth Day, April 21<sup>st</sup>. The group would come into the Rec. Park and hold a treasure hunt and at the same time they would have garbage bags and clean up the park. This is at no cost to the town. They will need a dumpster to dispose of the trash. They have been doing this since 2005 in other communities.

Councilman Kusnierz asked about liability insurance.

Attorney Buettner said they should sign a hold harmless agreement at least.

Supervisor Jenkins stated that he would provide the information to our insurance company for review.

A motion was made by Councilman Vittengl and seconded by Councilman Kusnierz authorizing the CITO Event in the Harry J. Betar Jr. Recreational Park on Earth Day, April 21<sup>st</sup>, subject to the signing of a hold harmless agreement and subject to approval by legal counsel for the town.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Jenkins	Yes

#### **WATER COMMITTEE RECOMMENDATIONS**

Supervisor Jenkins stated that the Water Committee met with Jesse Fish the Water Superintendent and Joe Patricke the Building Inspector/Code Enforcement Officer and they are recommending that the words "plus cost of a meter" be added under Multi-Family Dwelling Water Hook Up Fees and under Commercial or Manufacturing Site Hook Up Fees and delete the words "larger than 1" diameter" under Single Family Dwelling and delete the words "3/4" x 5/8" meter with compatible radio read system" under Multi-Family Dwelling and under Commercial or Manufacturing Site.

Councilman Kusnierz asked Jesse Fish, Water Superintendent, what the cost of a meter is and Jesse Fish replied that a 3/4" x 5/8" meter costs about \$192.00 to \$200.00.

Councilman Kusnierz asked how many meters have been installed in that category during the past year and Jesse Fish replied that for new construction about a dozen or so.

Councilman Kusnierz stated that the last time the rates were increased he thought they took into account the cost of a meter.

Supervisor Jenkins said the meters were never included in the schedule. He thinks they assumed they were, but they weren't.

Councilman Kusnierz stated it was a significant jump in rates.

Jesse Fish stated that the Multi-Family Units don't pay the same fees as everybody else so they should pay for the meter.

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair approving the Water Committee's recommendation to charge for a meter.

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Councilman Vittengl	Yes
Councilwoman LeClair	Yes
Councilman Prendergast	Absent
Councilman Kusnierz	No
Supervisor Jenkins	Yes

#### **APPOINT SCOTT WINANS AS WATER METER READER, PART-TIME, AS NEEDED**

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl to appoint Scott Winans as a Water Meter Reader, Part-Time, As Needed.

Roll call vote resulted as follows:

Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

#### **DISCUSSION – CLARK ROAD CULVERT CONTRACT**

Supervisor Jenkins stated that the Clark Road culvert that was damaged during a hurricane about 1 ½ years ago involves potential litigation so it will be discussed in executive session.

#### **SOCIAL MEDIA POLICY**

Supervisor Jenkins stated that since we have a Facebook page now that is related to the rec. park it is considered a social media. Attorney Buettner has drafted a Social Media Policy and the board members should have a copy. He asked the board to review the policy and it will be on the agenda for the next meeting.

Councilman Kusnierz asked if this policy is something that has been adopted elsewhere.

Attorney Buettner replied that it has been presented in other municipalities and it is in the process of being adopted.

Councilman Kusnierz referred to the section that requires town employees to police other town employees and said he isn't real comfortable with that, but said it could be discussed at the next meeting.

Supervisor Jenkins stated that the board needs some input as to what actually goes on the media and the policy should include wording to the effect that either the supervisor or a councilperson approves the content first. He said they have an element of responsibility to the public and it has a potential for liability so it should be addressed.

#### **LIQUOR LICENSE RENEWAL – HALF TIME BAR & GRILL – 1498 ROUTE 9**

A Notice of Intent to apply for a renewal of their liquor license was received from C&L Deli, Inc. D/B/A Half Time Bar & Grill located at 1498 Route 9.

The Town Board was provided with a copy of this Notice of Intent prior to the meeting for their review.

The Town Board did not have any objections to the State of New York renewing their liquor license.

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Reed Antis asked where the board was at with the creation of a maintenance position in the Town.

Supervisor Jenkins advised Reed that the board passed a resolution creating the position at this meeting.

Reed Antis asked if the person hired for this position would have decision making power.

Supervisor Jenkins replied that position would involve administration/labor.

Reed Antis asked if there would be benefits and the answer was no, it is a part-time position.

Reed Antis asked if Erin's salary and the salary for this position would total less than, more than or about the same as what Steve Gram was getting paid.

Supervisor Jenkins said he would assume less. He didn't have the figures in front of him.

Reed Antis asked how many hours per week a person in the maintenance position would work and Supervisor Jenkins replied less than 19 hours per week.

### **COMMITTEE REPORTS**

Councilwoman LeClair reported that she met with Verizon Wireless last week and they can offer the Town a 50% reduction in rates to the Town. Even with adding Erin Trombley's phone we can still save about \$50.00 a month. She also noted that Erin Trombley does not have an office yet and she needs to be able to have access to the internet so she can check her e-mails from citizens and scheduling. The person from Verizon said we could get a Blackberry free, but the screen is very small so she suggested a Droid Razor, which allows additional apps to be used. The cost is \$50.00 for the Razor and after that there would be a monthly charge. They are upgrading our air card at the rec. park so there will be faster internet service and there will be no charge for this. The first two months there will be a change in the billing cycle. The board was copied on the cost for the phones. She said it breaks down the savings. She said she would be willing to go over it with the board. The other item was that at no additional charge we can offer up to 200 texts per month and free use of the cameras up to 200 transmittals of the pictures. She spoke with Joe Patricke, Peggy Jenkins, Paul Joseph and Jesse Fish and asked if this was something they would be interested in having on their phones. We currently block texts.

Jesse Fish said he doesn't need a camera on the phone and he doesn't need texting abilities on his work phone.

Supervisor Jenkins asked Councilwoman LeClair to pursue it with the others. He said it might make sense to Peggy and Joe.

Councilwoman LeClair said that Peggy could take pictures with her phone and send them back to Town Hall, up to 200 transmittals a month, and that way she wouldn't have to carry a camera with her. Joe Patricke said he liked the idea. She said that Paul Joseph could take pictures of an accident or a problem for instance.

Paul Joseph said he took pictures today with his internet phone.

Supervisor Jenkins said it was fine.

Councilwoman LeClair said she spoke with Joe Patricke about some of the change orders for the new municipal center and Joe asked that they set up a time maybe this week when she and Councilman Prendergast can go through the new municipal center with him and then they would report back to the board.

Councilman Kusnierz reported that the Moreau Farmland Protection Plan is in the process of being developed. He stated that at a meeting of the committee about two weeks ago members of the committee, including Town Board Members, asked for copies of the growth projections for the Town in the Ag District. The Town Board

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Members should have received a copy of these projections. He said in reading them he found it very interesting that based on the build out analysis in the report the Town of Moreau has over 5,000 potential dwelling units that can be built in our Town and about 770 of that number are located in the R5 area of our Town so there is still room for building and still protect our farmland. That will be the goal of the committee going forward. He also noted that of the 35,000 acres that are contained in Saratoga County's Ag District, almost ¼ of those acres are in the Town of Moreau and that he said is pretty impressive. He said that the committee is reaching out to active farmers trying to get them to agree to participate in the planning process.

### **SUPERVISOR'S ITEMS**

Supervisor Jenkins stated that at the month-end audit meeting of the Town Board, the Town Board authorized payment of two month's worth of maintenance on the new copier in the Supervisor's office that was purchased from Electronic Office Products even though Electronic Office Products offered a 12 month maintenance agreement at the cost of \$60.00 per month. It covers 7,500 copies per month and if we go over then the cost is .009 per copy for black ink. Supervisor Jenkins asked for approval of a maintenance agreement for the period of 1/18/13 through 1/18/14 at \$60.00 per month. He noted that we already paid for two months worth of maintenance.

A motion was made by Councilman Kusnierz and seconded by Councilman Vittengl authorizing the Supervisor to sign a maintenance agreement with Electronic Office Products for the Toshiba e-Studio 356 copier that is located in the Supervisor's office at a cost not to exceed \$60.00 per month.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Supervisor Jenkins	Yes

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl authorizing an increase in appropriations in account HC1620.2 Municipal Office Complex Capital Project Buildings/Equipment in the amount of \$2,213,235.00 to create a Municipal Office Complex Capital Project 2013 Budget based on Town Board resolution dated April 27, 2010.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair to adjourn to executive session at 8:03 p.m. to discuss potential litigation involving the Clark Road Culvert Project and to discuss an easement issue on Burt Road.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

A regular meeting of the Town Board of the Town of Moreau was held on March 12, 2013 in the Town of Moreau Office Building, 61 Hudson Street, South Glens Falls, New York.

The Town Clerk did not sit in on the executive session.

Patrick Killian was invited into the executive session at 8:24 p.m. and he left the executive session at 8:26 p.m.

A motion was made by Councilwoman LeClair and seconded by Councilman Kusnierz to adjourn the executive session and re-open the regular meeting at 8:27 p.m.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

No action was taken in or as the result of the executive session.

A motion was made by Councilman Kusnierz and seconded by Councilman Vittengl to adjourn the regular meeting at 8:29 p.m.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Jenkins	Yes

Meeting adjourned.

Respectfully submitted,

Jeanne Fleury  
Town Clerk