

**MINUTES OF THE SPECIAL MEETING OF
THE TOWN BOARD OF THE TOWN OF NEW LEBANON
HELD ON JUNE 25, 2019**

Present: Colleen Teal, Supervisor
Kevin Smith Sr., Councilmember
Mark Baumli, Councilmember
Jesse Newton, Councilmember

Absent: Norman Rasmussen, Councilmember

Recording Secretary: Tistrya Houghtling, Town Clerk

Others Present: Jeff Winestock, Highway Superintendent

CALL TO ORDER:

The meeting was called to order at 5:17 p.m. by Supervisor Teal.

ZRC RECOMMENDATIONS:

Supervisor Teal stated that the zoning re-write committee recommended 4 people to join the comprehensive plan review committee.

Supervisor Teal made a motion to approve Sharon Powers, Winfried Fuchshofen, Steven Muse and Deb Gordon to join the zoning re-write committee to work on the comprehensive plan review. Councilmember Baumli seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

BUILDING DEPARTMENT REQUEST:

Supervisor Teal stated that she talked to Pete Latanzio today. He thought he should be able to do this on a yearly basis. When he first gave her numbers he said \$40 per hour and he anticipated that \$5,000 would get him through what he needed for a year. She stated to keep in mind that we are almost through June so we are only talking a little over half the year and we should not contract yet for next year's budget, so her thoughts are to do a 6 month approval for 2019. She stated that he would be doing all public safety inspections for CEO Hernandez and they went through the full list and he knows all that it encompasses. All of his certifications and renewals and continuing education units he does on his own, no cost to the Town. This would just be a straight contract with the town at \$40 per hour. He also wants to work with the fire chief because they are very involved in public safety. He has been on fire companies and she doesn't think that is a bad thing as it can also work to further enhance our relationship with the LVPA.

Councilmember Baumli stated that he has no problem with Pete Latanzio coming in but he wants to figure out how to pay for it and how to justify adding more staff to that department. He suggested we look at adding fees for inspections based on the sizes or types of the businesses needing inspections. There are currently no fees for these inspections. We could look at what the fees are in other towns.

Supervisor Teal stated that all of this is with the idea that Pete is doing these now because of the overload in the building department office. This is on a contractual basis, he is not an employee. As that office gets caught up and is able to start taking these inspections on themselves, this can get cut back. It can be ended at any time, the town board has that authority. Councilmember Smith stated he wants to be sure Pete only does the safety inspections and we don't have him start doing other work. Supervisor Teal stated that he will still be a resource for CEO Hernandez as he has been. Councilmember Smith asked if we are going to pay him the \$40 per hour rate for the consult as well. Supervisor Teal stated that we pay him now. Councilmember Smith stated that he doesn't remember the Town Board approving that. Supervisor Teal stated that the board did approve it and we approve payment via voucher currently for his consultation services to our CEO. She stated that currently our CEO brings Pete Latanzio in for consultation on public safety inspections so this service will replace the consultations we are already paying for. Supervisor Teal stated that we can put this money into its own .41 account so we can track it and any other consultation would need to come out of the CEO's .4 account.

Councilmember Smith made a motion to contract with Pete Latanzio for fire safety inspections and public safety inspections at \$40 per hour for up to \$3,000 for the remainder of 2019 to be put in budget account A-8664.41. Supervisor Teal seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Supervisor Teal made a motion directing Supervisor Teal to work with Pete Latanzio and CEO Hernandez and Deputy CEO Hattat on a fee schedule for these inspections to be presented to the Town Board for the 2020 budget season. Councilmember Newton seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

GENERATOR:

Councilmember Smith stated that he met with Graybar and Omnia but there is more work to be done to ensure that piggybacking on federal contracts is allowed. Supervisor Teal stated that the Office of the State Comptroller has specific guidelines to piggyback on RFP contracts that are not NYS contracts. She will continue to work on this.

CARPORT:

Councilmember Smith stated that he received 3 quotes all from local companies. Shedman came in at \$1,785. Best Builders came in at \$1,605. Van Deusen came in at \$2,110.

Supervisor Teal made a motion to accept the quote from Best Builders in the amount of \$1,605. Councilmember Baumli seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

BATTING CAGES:

Supervisor Teal stated that we have heard from our insurance company that it is not a problem as long as their insurance company covers the batting cage liability in full. Councilmember Smith stated he thinks it is a great idea but it will take a lot of maintenance and we need to be sure the baseball league maintains them properly. Supervisor Teal asked what happens if the league shuts down. Councilmember Newton stated that we should add wording in the contract with Shatford Youth Baseball Association that if the baseball league no longer exists, the Town owns all equipment that is left within 60 days of their dissolution. The batting cages cannot go in until an amended contract is signed.

EXECUTIVE SESSION:

Supervisor Teal made a motion to enter an executive session at 5:48 pm to discuss a particular employee's performance. Councilmember Smith seconded that motion.

Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

Supervisor Teal made a motion to exit the executive session at 6:10 pm. Councilmember Smith seconded that motion.

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Roll Call Vote:

Councilmember Rasmussen -	Absent
Councilmember Smith -	Aye
Supervisor Teal -	Aye
Councilmember Newton -	Aye
Councilmember Baumli -	Aye

ADJOURNMENT:

A motion was made by Supervisor Teal and seconded by Councilmember Newton to adjourn the meeting at 6:10 p.m.

Respectfully submitted,

Tistrya Houghtling
New Lebanon Town Clerk