

**June 20<sup>th</sup>, 2011**  
**Regular Monthly Meeting**  
**Petersburgh Town Board**

The regular meeting of the Petersburgh Town Board was held on June 20<sup>th</sup>, 2011 at 7:00PM at the Petersburgh Town Hall, 65 Main Street, Petersburgh, New York.

Present: Supervisor Peter Schaaphok  
Councilman William Seel  
Councilman Richard Snyder  
Councilwoman Amy Manchester  
Councilman David Green  
Highway Superintendent Raymond Harrison  
Planning Board Chairman David Miller  
Town Clerk Callie Crisp

Guests: Emily Harrison, Sharon Hodges, Joseph Dunlop, Kenneth Larabee, Lynne Torello-Burns

Press: Alex Brooks, The Eastwick Press

Following the Pledge of Allegiance, Supervisor Schaaphok called the meeting to order at 7:00 PM.

**Resolution # 31**  
**Approval of Minutes**

On motion of Councilwoman Manchester, the following resolution was adopted. Be it resolved that the minutes from the Regular Town Board Meeting/Public Hearing on May 16<sup>th</sup>, 2011 be approved as presented. Councilman Green seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was duly adopted.

**REPORTS**

- Town Clerk: reported a busy month, partly due to an increase in Transfer Station sales. Ms. Crisp reported working on updates for the web site and creating a page for the Water District, among other tasks.
- Highway Superintendent: Raymond Harrison stated that he had rented a backhoe this month, to replace the currently unusable Grad-all. The Highway Crew has used the rented machine to install 8 culverts. The crew has also begun preparing the trucks for winter.

- Town Officials Board Member Richard Snyder inquired about the status of the broken fire hydrant located in front of the Old Jones Garage. Supervisor Schaaphok stated that the Water District Supervisor was working to assess the damage.
- Planning Board Chairman: David Miller was present to discuss the procedure of abandoning Town roads. Mr. Miller provided a Rensselaer County street map of Petersburg, which was pointed out to have Petersburg misspelled, lacking the "h." The four proposed roads to abandon are as follows:
  1. Tiff Road- located off of Rabbit College Road,
  2. White Road- located (\*\*waiting for info-will fill in once obtained)
  3. Reynolds Road- located off of Route 22,
  4. Spencer Hollow Road- located at the joining of Prossor Hollow Road and Lewis Hollow Road.

The most concerning regulation that applies to abandoning roads involves ensuring that no parcels would become landlocked. Tiff Road includes two landowners, one of which would require a right-of-way. Mr. Miller stated that after 6 years of un-use, the Town Board could declare a road abandoned after following certain procedures. Once it is confirmed that no parcels would be landlocked, the landowners involved would be notified and a Public Hearing held. The Board granted Mr. Miller approval to pursue the matter. The Board then discussed the potential loss of CHIPS funds from the State, as the amount granted is based upon the mileage of Town roads. It was calculated that the four roads would only total a loss of 1.93 miles, which would not result in a significant loss of funds.

- Mr. Miller then reported that Planning Board Attorney Stanton King has completed approximately a third of the Subdivision regulations. Currently the conflicts with new State laws are being removed and updated. Mr. Miller stated that the Planning Board Engineer has also been creating various specification standards for the Town.
- Dog Control Officer: Lynne Torello-Burns was present and a monthly report was provided to the Board, showing a total of two calls. Ms. Torello-Burns informed the Board of an ongoing Court case involving several dogs seized from a residence in Petersburg.
- Supervisor: Peter Schaaphok presented the Supervisor's monthly report to the Board. It showed receipts \$25,151.37, disbursements \$80,803.50, leaving a balance on hand as of June 20<sup>th</sup>, 2011 of \$456,146.34. This report is on file in the Town Clerk's office. Supervisor Schaaphok reported that the Water District budget was no longer a negative amount. The January billing period's revenue has been deposited, leaving a balance of approximately \$2,000.00.

### **OLD BUSINESS**

- Water Tower: will be temporarily repaired on Friday, June 24<sup>th</sup>.

- Town Park: an e-mail was received from NYMIR regarding the clarification of repairs required to re-open the Town Park. The following updates are required:
  1. Remove equipment that is outdated and/or without protective coating
  2. Remove slide due to cracks
  3. Swing joints changes to 'S' hooks
  4. Apply sealant to all wood (benches, tables, etc.)
  5. Add new protective coating under play equipment
 The Highway crew will be handling the renovations, and NYMIR will be notified upon completion of the work.
- Harassment and Discrimination Policy: has been legally reviewed and is now complete. Upon the suggestion of Town Attorney Kevin Engel, Deputy Town Clerk Barbara Snyder was named as the second Compliance Officer. The Board passed a resolution adopting the policy.

**Resolution #32  
Adoption of Harassment and Discrimination Policy**

On motion of Councilman Green, the following resolution was adopted. Be it resolved that the Town of Petersburg hereby approves the Harassment and Discrimination Policy as presented, and therefore adopts the policy. Councilman Snyder seconded such motion, and roll call showed the following results

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was duly adopted.

**NEW BUSINESS**

Opening Of Bids: Supervisor Schaaphok declared that 5 bids were received for the 1991 International 4900 with Plow & Sander and the 2000 Chevrolet 3500 with Plow. Notice of the bid procedure was duly posted in the Eastwick Press. The Town Clerk opened and read the following offers, in the order they were received:

1. Received from: David Thurber  
For: 1991 International Dump Truck  
Amount: \$1,700.00
2. Received from: Village Truck Sales  
For: 1991 International Dump Truck  
Amount: \$2,390.00
3. Received from: Village Truck Sales  
For: 2000 Chevrolet Pickup Truck  
Amount: \$690.00
4. Received from: Arnold Brock

For: 2000 Chevrolet Pickup Truck

Amount: \$683.54

5. Received from: Michael Dundas

For: 2000 Chevrolet Pickup Truck

Amount: \$510.85

Highway Superintendent Harrison informed the Board that the 1991 International is worth at least \$5,000.00, and the 2000 Chevrolet could be junked for \$1,000.00. However, the hassle of the latter would include hauling the vehicle to Albany, and it was decided to accept the highest bid. As for the 1991 International, the Board agreed to refuse bids offered. A resolution was made to approve one bid.

### **Resolution #33**

#### **Bid Refusal/Award of Bid**

On motion of Councilman Snyder, the following resolution was adopted. Be it resolved that all bids for the 1991 International Dump Truck be rejected. Be it further resolved that the bid for the 2000 Chevrolet Pickup Truck from Village Truck Sales in the amount of \$690.00 be accepted and awarded. Councilman Seel seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was duly adopted.

- State Presentation on Re-Vals: Correspondence was provided to the Board from Assessor Craig Surprise, inviting them to attend a presentation from the State regarding changes to the re-evaluation process. The informational meeting is scheduled for June 27<sup>th</sup>, 2011 at 6:30 PM at the New Lebanon American Legion Hall.
- Water District Funds: Supervisor Schaaphok addressed the budget for the Water District. Although there is currently \$2,000.00 remaining, the estimated monthly expenses equal this amount. The Supervisor expressed concern over the future depletion of funds. He proposed looking into options to create a reserve fund, in order to deter low balances and conserve enough for an emergency fund. Supervisor Schaaphok proposed notifying the Water District Patrons to discuss various possibilities, including the raising of rates or obtaining a grant to eliminate the loan debt. Water District Patron Joseph Dunlop stated that although he had tried to start a Water District Patron Committee, the residents were not interested in the idea. Although the Board felt that the Patrons would not be receptive to a rate increase, it was decided to conduct a mailing to keep the patrons informed, and possibly hold a meeting in September to discuss options and obtain feedback.

- Pioneer Bank Signor Resolutions: Town Clerk Callie Crisp informed the Board that Pioneer Bank required a resolution to be adopted approving any new signors on Town banking accounts. Ms. Crisp was asked to obtain approval to sign for the Water District account. As she will begin the position of Court Clerk July 1st, resolutions will be required providing authorization for the four Town Court banking accounts as well.

**Resolution #34  
Pioneer Bank Signor Resolution- Water District**

On motion of Councilwoman Manchester, the following resolution was adopted. Be it resolved that authorization is hereby given to Callie Crisp for the Water District Banking Account with Pioneer Bank. Councilman Seel seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Amy Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared the foregoing resolution was duly adopted.

**Resolution #35  
Pioneer Bank Signor Resolution- Court**

On motion of Councilman Green, the following resolution was adopted. Be it resolved that authorization is hereby given to Callie Crisp for the four Court Banking Accounts with Pioneer Bank. Councilwoman Manchester seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Amy Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared the foregoing resolution was duly adopted.

- Water District Patron-Depot Road Leak: Property owner Kenneth Larabee was present to address the Board in regard to a water leak that occurred at his property on Depot Road back in April. He does not reside at the residence, and arrived to find a note on the door stating that the water was shut off and it was his responsibility to fix. Although Mr. Larabee hired contractors to perform the repairs, it was discovered that the leak was located in the middle of Depot Road. Mr. Larabee stated that he agreed with the contractor's refusal to dig in a Town Road, and does not feel that he should be

responsible for repairs. Although Highway Superintendent Harrison gave his approval for Mr. Larabee's contractors to work in the road, Supervisor Schaaphok expressed concern over a digression from procedure. He stated that the Town's Local Law mandates that from the shut-off to the house is the homeowner's responsibility, and indicated that the mistakes made during the installation of water lines and construction of Depot Road should not be reasons to make exceptions. Board Members William Seel and David Green felt that the problem should be repaired immediately, and the party responsible for the bill would be determined later. A motion was made to have Water District Superintendent Todd Stradinger and Contractor Pat Sweeney perform the repairs as soon as possible.

**Resolution #36**

**Approval of Repair to Water Leak on Depot Road**

On motion of Councilman Seel, the following Resolution was adopted. Be it resolved that approval is hereby given for Water District Superintendent Todd Stradinger and Contractor Pat Sweeney to perform the required repairs to the water leak on Depot Road. Councilman Green seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Abstained
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Amy Manchester	Abstained
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was adopted. The Board then informed the homeowner that he was absolved of any liability relating to the repairs, and the party responsible for the bill would be determined at a later date.

- Rensselaer County Snow & Ice Agreement: Supervisor Schaaphok stated that the annual Snow & Ice Agreement with Rensselaer County had been received, and remains the same as last year.
- Youth Program Budget: The Supervisor announced that the Petersburg Youth Program had received the grant from the State, leaving the budget with a total exceeding \$8,000.00. Due to last year's over budgeting, the funds will be monitored to ensure over budgeting will not occur again. Councilwoman Manchester inquired about the hiring process of the staff, recalling the large number of counselors from last year's vouchers. Ms. Manchester expressed concern over the lack of diversity and newcomers employed in the program, particularly due to the staff consisting of mostly one family. Library Director Sharon Hodges stated that the Youth Program Director has had issues in the past with the training of new counselors, and prefers to hire from within. Ms. Manchester agreed that the program has always been well organized and functions smoothly, but feels that some of the counselor positions should be posted for other youths residing in Town

who show interest in a staff position. A suggestion was made to evaluate the hiring process for next year, since this year's program is ready to begin.

- Broken Wheel Bridge Replacement: Supervisor Schaaphok and Highway Superintendent Harrison recently met with Jim Bonesteel, the Rensselaer County Engineer, in regard to obtaining a Federal grant to replace Broken Wheel Bridge. The preliminary figures estimate 80% will be Federally funded and 15% funded by State Department of Transportation (D.O.T.), which leaves the Town responsible for 15% of the project. The process would involve first passing a resolution accepting the grant, and guaranteeing that the Town would cover funding if the grant fell through. The next steps would involve meeting with the D.O.T., setting the budget, and commencing the engineering process. The Board agreed to pursue obtaining the grant, and keep the project in mind for future discussion.
- July's Monthly Town Board Meeting: The Taconic Valley Historical Society is scheduled to hold a presentation about the Petersburg Veteran's Memorial Community Center (PVMCC), and has asked that Supervisor Schaaphok be present to speak. However, the Historical Society meets every Monday of the month, which coincides with the monthly Town Board meetings. Supervisor Schaaphok asked the Board to consent to moving the meeting from Monday, July 18th to Wednesday, July 20th at 7:00 PM, so that he may attend the presentation. The Board passed a resolution approving this change.

**Resolution # 37**

**Rescheduling of July's Monthly Town Board Meeting**

On motion of Councilman Seel, the following resolution was adopted. Be it resolved that the regular monthly Town Board meeting set for Monday, July 18th, 2011 at 7:00 PM, be rescheduled to Wednesday, July 20th, 2011 at 7:00 PM. Councilman Snyder seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Amy Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was duly adopted.

- Councilman Seel then questioned the status of the Grad-all. Highway Superintendent Harrison answered that the backhoe was rented to use in its place, rather than using funds towards the never-ending Grad-all repairs.

**PUBLIC ADDRESS**

- Alex Brooks: voiced his concern over the tones used during the Water District discussions. Mr. Brooks stated that the Town Board and Water District had always been amicable in the past, and hoped that the cooperation will

continue. Supervisor Schaaphok assured Mr. Brooks that it would, and Councilman Seel indicated that tonight's discussion involved frustration on both sides.

**OTHER BUSINESS**

- Supervisor Schaaphok: provided a copy of his response to resident Margaret Weinland for the Board to review. Ms. Weinland had previously requested a written response to her letter to the Board, and the Supervisor's response was approved.

**Resolution #38**  
**Audit of Bills**

On motion of Councilwoman Manchester, the following resolution was adopted. Be it resolved that the bills as listed on abstract #6/11 be paid in the following amounts:

General Fund # 127-150	\$14,544.65
Light District # SL1- SL2	\$ 590.73
Highway Fund # 117-146	\$15,693.63
Water District # 26-31	\$ 1,741.45
Library Fund # 41-47	\$ 4,206.49

Councilman Seel seconded such motion, and roll call showed the following results:

Supervisor Peter Schaaphok	Aye
Councilman Richard Snyder	Aye
Councilman William Seel	Aye
Councilwoman Amy Manchester	Aye
Councilman David Green	Aye

Supervisor Schaaphok declared that the foregoing resolution was duly adopted.

With no further business, on motion of Councilman Seel, seconded by Councilman Snyder, the meeting was adjourned at 9:17 P.M.

Respectfully Submitted,

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Callie Crisp, Town Clerk