

DATE: FEBRUARY 25, 2016

KIND OF MEETING: TOWN BOARD

WHERE HELD: SCHODACK TOWN HALL

CLERK: DONNA L. CONLIN

PRESIDING OFFICER: DENNIS E. DOWDS

MEMBERS PRESENT: JAMES E. BULT
MICHAEL KENNEY
SCOTT SWARTZ
TRACEY REX

MEMBERS ABSENT:

ATTORNEY: DAVID GRUENBERG

COMPTROLLER: PAUL HARTER, COMPTROLLER

OTHERS PRESENT: DAWNE KELLY, SUPERVISOR'S SECRETARY

Supervisor Dowds called the February 25, 2016 Town Board Meeting to order at 7:00 p.m. with the Pledge of Allegiance and dispensed with roll call. All present as noted above.

Presentation/Website: Jonathon Falk, New York Market Manager, Virtual Towns & Schodack gave a brief presentation about the new website. He explained that they are an eastern regional company that offers a full service website, from custom design to ongoing support. He said their websites:

- 1) Deal exclusively with the public sector which gives them the ability to focus on the municipal marketplace.
- 2) Are designed to provide multiple navigation options for the residents.
- 3) Are easy to use by the town staff, because they use a "Content Management System" (CMS). CMS allows you to add features as your budget and needs change.
- 4) Use an open source platform called "Drupal", because it gives website continuity protection (i.e. – could be used by other vendors).
- 5) Allow the town to own the content and the design.
- 6) Are browser-based systems. Anyone that has permission can update the site from any internet connected device – PC, tablet, smart phone, etc. This is a nice feature in case the Town wanted to post an urgent alert. It could be done from home.
- 7) Provides for an unlimited amount of users.
- 8) Responsive web design (the site will detect what type of device is being used to visit the website and render the size of the image to the appropriate size).
- 9) Is hosted on a server in bomb proof and flood proof facility.
- 10) Has live support Monday – Friday from 9 am. – 5 pm and emergency technical support 24/7.
- 11) Has the ability to run google analytics to determine the number of hits pages get.

He noted some of the core features, such as: the ability to have two Urgent Alert banners; scheduling publishing dates and expiration dates; allowing residents to subscribe to alerts and notifications; built-in user roles and permissions established by the town; fillable forms and departmental calendars which automatically sweep into the town calendar. C. Rex asked if they could post recorded videos or do live-streaming. Mr. Falk said you can do either or both. If you want to do both it will be more costly, but the capability is there. They partner with a third party called Earth Channel but there is no obligation to use them. C. Swartz asked about security to preclude someone from hacking into the site. Mr. Falk said they just installed the latest in cybersecurity software. The server has redundancy and every site (there are three) is backed up daily so in the worst case scenario, the most you would lose would be a day. C. Bult asked when he thought the website would be live and if features could be added throughout the contract period. Mr. Falk said updates can be done at any time. They are not tied to the contract. With regard to when the website would be viewable to the public, realistically, it should be in about 8 weeks. C. Kenney asked how long it takes for the departments to come up to speed. Mr. Falk said they work with the staff for 7 – 10 days and also provide training manuals. As a rule by the end of that period, people are pretty comfortable with it. On behalf of a resident, Ms. Kelly asked if there would be any resident training. Mr. Falk said no. They try to create the navigation with the public in mind; however, if the Board wants him to, he would be happy to come to Town Hall and demonstrate how to navigate the site. S. Dowds felt their websites were very intuitive. C. Rex recommended that the pipeline information have its own page. Mr. Falk said they can create a temporary button for that. The design team just needs to be notified.

Recording Meetings for Website: Dawne Kelly explained that she has done some research on this issue. Essentially, you can record in-house or have someone video record the meetings. She found that purchasing the equipment was generally more costly than having a videographer record the meetings. She found one videographer who charges \$110.00 for up to a 2-hour meeting, plus mileage. There is an additional charge for anything over 2 hours. It would not be live-streaming, but it could be available for viewing the following day. C. Bult asked if there were any record management concerns with the recordings. The Town Clerk said she was not sure if it would be the same as audio tapes (4 months) and would check the Records Retention schedule. C. Swartz said before the Board invests money in this, he would like to know the percentage of the public interested in this feature. S. Dowds said we probably have to do some analysis after the site is running because there is no way to measure it at this time. C. Bult said he is not opposed to it, but would like to see a cost benefit analysis before making a commitment. Atty. Gruenberg suggested that Ms. Kelly ask some other communities who have that feature how many hits the meeting button gets. C. Rex felt it was a worthwhile investment and offered to work with Ms. Kelly to find the most affordable way to offer it. As the discussion continued, the consensus of the Board was to explore the costs of this, determine how they would implement it and have information ready for the 2017 budget cycle. The Supervisor said they also need to consider filming the Planning & Zoning Board meetings. C. Bult felt that more people may actually be interested in the Planning Board Meetings than the Town Board. C. Rex felt that would be a goal to work towards.

Training Sessions: The Board was given information for training sessions for the Town Clerk's Office, Highway Superintendent, Water Operator and Police Sergeant to review prior

to the March 10th meeting.

Trailer Renewals & Music in the Park: Additional trailer renewals and the schedule for Music in the Park will be on the March 10th agenda. S. Dowds said a resolution will also be on that agenda for the ASCAP permit which is necessary in order to offer the musical entertainment. C. Rex asked how they find the entertainment. S. Dowds said some of it was trial and error. Ms. Kelly said they have certain bands that the people request for return engagements like the Tri-county Banjo Band and the American Legion Band. She said in selecting the bands, she considers cost, whether they are local residents, and tries to have variety of styles. The Supervisor said Ms. Kelly puts a lot of time and effort into it. For the most part, there is a very definite audience and they are vocal as to their likes and dislikes. Sometimes it is not as much about the music, but the ability to entertain.

Highway Garage Fueling Station Grant: The Supervisor said he put information in the Board's mailboxes for their review prior to the March 10th meeting. C. Swartz said when they originally discussed this, the Board was told that they could apply for the full grant amount, and if awarded, there was going to be additional discussion about the actual scope of the project. They were told that applying for the full amount did not bind them to spending the full amount. S. Dowds said he was not sure how that would work. C. Swartz said if they use the full amount it will cost the taxpayers \$75,000.00 and he wanted the engineer and/or highway superintendent to come to the March 10th meeting to discuss the project in more detail. He was not sure that the full plan was the right option for the town. The Supervisor felt it was a good long-term investment. C. Kenney agreed with C. Swartz. He said they would like to see all the options before they commit to spending \$75,000.00. The Supervisor said he will ask Laberge to attend the meeting.

Audit: The Comptroller said per the resolution on February 11th, the Bonadio Group was chosen to do the town's audit. He and the Town Attorney are finalizing the contract. He hopes the Bonadio Group will begin the 2014 audit by mid-March and once that is complete they will begin the 2015 audit.

Kinder Morgan: The Supervisor said he attended a meeting last week with the Berkshire Regional Planning Commission (Berkshire Group) but there is really nothing new to report. It seems that things are progressing slower than originally anticipated, for example the Notice of Schedule was supposed to have been released by now, but it hasn't been. The BCK Law Firm is working with the Town of Sandisfield to consider economic and environmental impacts the pipeline will have on the community. He believes that document may become a template for other communities to present to FERC. He reiterated comments made at earlier meetings regarding the Kinder Morgan's charge to consider alternative routes and sites for compressor stations. He was told that Kinder Morgan cannot change the compressor site unless it is part of the "docket" and they have to notify FERC and all of the residents within a half mile, so nothing is definitive. S. Dowds continued that we have gone on record of opposing the pipeline and siting a compressor station in our Town, but the reality is, it is a federal project that comes under the direction of FERC. No one knows what route, but we are fairly assured that if the project is approved, the line will go through Schodack somewhere. Therefore, we need to be prepared to negotiate regarding the impact it will have on our environment and economy, which is what the BCK Law Firm is

developing now.

C. Swartz said he was surprised about the number of people in town that didn't know about the pipeline. He felt it was the Board's responsibility to get that information out to the public and suggested that they consider doing a town-wide mailing. The Supervisor wasn't in agreement with that, but other Board members were. Atty. Gruenberg said he is not an expert in this field, but as he understands it, our local land use and environmental controls, may not be effective in stopping this project. He noted that the Town Engineer, Laberge, has been asked to look at the issue from the perspective of the aquifer law, zoning laws, and Local Waterfront Revitalization Law but he didn't want people to get false expectations as we might get pre-empted in those areas. C. Bult said a letter from the Town should educate the public about the proposed pipeline and what the Board has done to oppose it. C. Rex suggested that the letter should reference certain links on the internet that would provide more specific details (e.g. – map citing proposed locations of compressor station, proposed route and alternatives) especially since our website is down. The consensus of the Board was to do a town-wide letter to inform the public about the pipeline. Atty. Gruenberg said he will help draft the letter. C. Bult felt that was a good first step and suggested that they also consider hosting a public meeting in a more appropriate venue to accommodate the number of people that will probably want to attend. S. Dowds said that FERC will be holding other sessions after the draft comes out and felt that they are the ones that should receive the input. C. Kenney felt that it was very important for the Board to take a leadership role because the people want to come to us as their elected officials to voice their concerns and advocate on their behalf. As Board discussion continued about holding a meeting, C. Kenney said he liked the idea of having a meeting and suggested it be done soon. C. Rex agreed. C. Kenney suggested that they have an attorney from the BCK Law Firm who had more expertise in this area to come to the meeting as they might be able to better address some of the questions from the public. Atty. Gruenberg agreed. S. Dowds noted that there would be a cost involved. Board members felt that it would be money well spent. **Final Determination:** A town-wide letter will be sent to inform the residents about the proposed pipeline. Additionally, the Board will conduct an informational meeting in the near future at an appropriate venue (probably at Maple Hill High or Middle School). The Supervisor and town attorney will draft the letter which is to be reviewed by the Board.

Household Hazardous Waste Day Grant: The Supervisor said a resolution to submit the application will be on the March 10th agenda.

Refunding of 2006 Highway Garage Bond: The Supervisor explained that "refunding" is similar to refinancing a home mortgage and the Town should save about \$40,000.00 in interest. The formal resolution will be on the March 10th agenda. C. Bult asked if it was going to be consolidated with other bond issuances to save on bond council fees. The Comptroller said no. Nothing else is due at this time. He noted that the final maturity on the bonds will remain the same.

East Greenbush Sewer Bill: The Supervisor said Atty. Ryan (Special Districts Attorney) is still in the process of addressing the sewer connection fee with the Town of East Greenbush. C. Kenney requested that the draft be sent to the Board members for their review. S. Dowds said after he gets a clean draft he will circulate it to the Board. C. Bult asked if they were talking about a reworked contract or simply correspondence. The

Supervisor said it is a revamped contract to address some of the issues we have had problems with. Additionally, it gives us the opportunity to open the discussion about increasing the amount of sewerage we can send to East Greenbush.

Schodack Central School District/Sewer: S. Dowds said Atty. Ryan has been working on the Letter of Intent (LOI) that the town is considering with the school district. C. Bult explained that Maple Hill High School has a failing septic system and they are seeking to connect to the Castleton Sewer System. They initiated discussion with the town several years ago because the school district is not allowed by law to construct the system. Therefore, they want to partner with the town to have the town actually build the system, but they pay the costs back to the town. S. Dowds said the town will pay all costs up front and at the end of the project we will be reimbursed by the school. Currently, they are estimating the project at 1.5 million dollars. C. Kenney suggested that Atty. Ryan come to the March meeting to discuss this with the Board.

Water:

Withdrawal: S. Dowds informed the Board that the Department of Conservation (DEC) has reduced the amount of water we can draw from our wells by approximately 20,000 gal./day. This impacts the Clearview and Consolidated Water District 101. He said it is a yearly application and they indicated they were compiling with Department of Health standards.

Consolidation: S. Dowds suggested that the Board consider hiring an engineer regarding the feasibility of consolidating the water districts. C. Kenney said he asked the Assistant Comptroller to do an analysis of the fiscal impact of consolidation if we consolidated the current districts and use the same EDU methods. What would those numbers be for each residential and commercial property? He believed they should get that information first. C. Bult said based on what happened after the last consolidation, people are extremely nervous about how this may impact them financially. C. Kenney said he doesn't want to do anything until they get those numbers.

Stewarts: S. Dowds said he was told that DEC has acquiesced and the Town will be allowed to file the district extension (see 01/28/16 minutes), but we still need approval from the county health department. Once we receive agreement on that, we can move forward with the Intermunicipal Agreement with the Village of Nassau. Atty. Gruenberg said he has been working in conjunction with Atty. Ryan on the agreement and hopes he will have something to present to the Board by the next meeting.

ADJOURNMENT

As there was no further business before the Board, C. Swartz made a motion to adjourn the 02/25/16 Town Board meeting at 8:55 p.m., seconded by C. Kenney. Meeting adjourned.

Respectfully Submitted,

Donna L. Conlin
Schodack Town Clerk/RMC/CMC

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