

**DATE:** SEPTEMBER 27, 2018

**KIND OF MEETING:** TOWN BOARD

**WHERE HELD:** SCHODACK TOWN HALL

**CLERK:** DEBRA L. CURTIS

**PRESIDING OFFICER:** DAVID B. HARRIS

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

**MEMBERS ABSENT:**

**ATTORNEY:** RYAN P. MULLAHY, ESQ.

**COMPTROLLER:** PAUL HARTER

**OTHERS PRESENT:**

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Supervisor Harris called the September 27, 2018 Town Board Meeting to order at 7:00 p.m. with the Pledge of Allegiance and dispensed with roll call. All present as noted.

### **Siemens Energy Audit**

Tom Garrett of Siemens explained his company would be willing to come in and perform an energy audit to determine where any improvements could be made at no cost to the town. He said, under article 9, all municipalities could choose an energy services company by means of performance contracts. The general procedure for town purchases includes creating the design, putting the project out to bid and selecting the lowest bid which generally includes change orders. Under article 9, municipalities are able to put out a Request for Qualifications (RFQ) from companies offering energy audits instead of going through the bidding process. Based on the RFQs received, the town could then choose the best design producing the most savings. Mr. Garrett said any funds being spent for attempts at energy improvements would not be factored against the two percent tax cap. A benefit of Siemens is that they have their own financing at rates close to bond rates without any issuing costs. He noted Siemens would utilize NYSERDA funds to convert all lights to energy efficient LED bulbs. He explained most costs to municipalities for street lighting is the rental fee from National Grid. The audit could be utilized to buy the street lights, which could then be converted to LED, paying for themselves in savings in a short period of time. He explained Siemens stands behind their contracts and would guarantee the energy savings.

**Board Comments:** S. Harris asked what facilities in Rensselaer County, besides the sewer treatment plant, had Siemens performed energy improvements. Mr. Garrett said they had done all buildings and said he could provide a list. S. Harris asked if the town were to hire Siemens for a project, would they act as the general contractor. Mr. Garrett said Siemens hires an engineer upfront and retains that engineer for the design and construction. He

added if the town was to choose Siemens for the RFQ, it would be set for five years. At the end of that period, if the town decided to choose another company, Siemens would assist with the transition. S. Harris thanked Mr. Garret for his time and said the board would contact him when they decided.

### **Library Presentation**

Melissa Tacke (Castleton Library Director) and Tracey Clague (Nassau Free Library Director) gave a combined presentation reviewing services that are offered to Schodack residents and an explanation of their requests for funding in 2019. They stated Jill Dugas-Hughes (East Greenbush Library Director) was delayed and would arrive soon. M. Tacke explained the Castleton Library was continuing to serve the residents of Schodack through their programs such as one thousand books before kindergarten, story-walks through the Schodack Island State Park, the summer reading program and the loaning of museum passes. Improvements for the 2017-2018 calendar year have included offering new items for loan, a bicycle repair station, increasing the number of movie passes and outreach school visits. She noted they were looking at adding future story-walks in the Schodack Town Park, expanding their book delivery service for home bound residents, and increasing outreach programs for teens. She added that they had received a NYS Library Construction Grant to renovate the library annex room to create a meeting and activities room. She explained that they had seen a significant increase in the number of users of the library.

M. Tacke continued by explaining that there were three pillars to the educational library services offered by Castleton, East Greenbush and Nassau. They were as follows:

1. Self-Directed Education which includes the loaning of collection items in print and electronic formats, electronic books, and specialized items such as fishing poles, metal detectors and video games. It also includes online search tools, genealogical searches, and small business services.
2. Research Assistance & Instruction which helps residents invest in the future by preserving the past. This is done through teaching new skills, providing English and technical classes as well as providing free legal clinics.
3. Instructive & Enlightening Experiences which includes summer reading programs, hands on projects and one thousand books before kindergarten. This helps to create a social outlet for residents to increase quality of life by promoting relaxation and reducing stress.

T. Clague thanked the board for their past support but explained that without their funding, the libraries would not be able to keep up with the demand of the 283,000 times residents visited and utilize their services. She stated that Nassau, Castleton, and East Greenbush would once again be collaborating their budget requests totaling \$471,723.00 (\$130,410.00 for Castleton, \$30,000.00 for Nassau and \$311, 313.00 for East Greenbush) from the Town of Schodack. They would be requesting a \$17,010.00 increase for Castleton, a \$7,593.00 increase for East Greenbush and a \$5,000.00 increase for Nassau. M. Tacke said the three libraries were mindful of the expectations of Schodack and noted 36 percent of the users of the three libraries are Schodack residents. J. Dugas-Hughes (*arrived at 7:50 p.m.*) said, while they have attempted to take into consideration budgetary

restraints, she hoped the board would see their funding request as prudent and a wise investment.

**Board Comments:** C. Rex asked why the increase for Castleton was more than the other libraries. M. Tacke said it may be a modest increase but noted they had remained flat-funded for many years. She said their goal was to increase the salary of the staff including the Librarian. She noted each year they were pulling money from their reserve funds due to more demand and over spending on circulation items. P. Harter said, as Finance Officer, he had questions regarding the figures provided. He explained he had no issue with the increases; however, even though 36 percent of Schodack residents use the libraries, only 17 percent are cardholders and are paying 2 percent more than the actual number of card holders. He added he had only received information from East Greenbush. J. Dugas-Hughes said she would be happy to meet with Mr. Harter and explained the funding request was based on a formula that had gone through increases and decreases though out the years. She said circulation was just a small part of that formula and stated Schodack is getting its monies worth from the library. P. Harter said he appreciated the library but said he was confused as to why East Greenbush was maintaining such a high fund balance. J. Dugas-Hughes said a large portion of the fund balance was allocated for construction and rehab on the building. She explained they had been drawing from reserves to operate while paying off the bond on the building which would be paid off in two years. M. Tacke noted the Castleton fund balance was also for renovations and were supported by the grant they had received. P. Harter asked for additional information and said he would set up a time to meet with all the libraries. S. Harris thanked the three directors for coming.

The President of the Nassau Free Library extended a personal invitation for S. Harris to visit the library. S. Harris accepted.

### **Open Discussion**

**Personnel Manual:** S. Harris noted the resolution for the Personnel Policy & Procedures would be on the next meeting's agenda. C. Bult said he had spoken to Kerrie who informed him by keeping the twelve month for continued service, they would be consistent with the union contract. S. Harris agreed and said the twelve months had been kept.

**Budget:** S. Harris said D. Kelly was in the process of finalizing the budget binders and recommended the board hold tight to keep a tight ship. C. Bult said they would weigh wants versus needs for each department. He added the dates for the budget workshops were normally discussed before being set and said he had a conflict for the first meeting. He would be out of town until later on the 16<sup>th</sup> and asked to either move the meeting until later or change days. S. Harris suggested changing from the 16<sup>th</sup> to the 19<sup>th</sup>. All members agreed. C. Kenney asked that all department heads are informed of the meetings so they can come to address any concerns. C. Bult suggested an email be sent out with the schedule of which department heads will be coming to each meeting. He then asked Atty. Mullahy if a new resolution would be needed for the change in the date of the workshop. Atty. Mullahy said yes and that it could be done at the next meeting.

**Elsie the Cow:** Atty. Mullahy said, after some research and speaking with the town Historian, he is not certain the town has ownership of the image. He noted the individual who made the original request was no longer with NYS Archives and there was a new person they were dealing with. He added there would be no financial value to the image; therefore, he would be satisfied for the town to enter into an agreement.

**3047 Route 150:** Atty. Mullahy said he has had been working with the Town Clerk to update the Request for Proposal (RFP) in the event the town needs to clean the property located at 3047 Route 150. He hoped it would be complete by next week for distribution. S. Harris noted the Department of Labor had visited the building inspector and asked to review the letter that had been sent to Mrs. Williams regarding the asbestos removal. Atty. Mullahy added that the presence of asbestos had not been confirmed but due to the state of the structure, it must be treated as such.

**Krug/Keller Landfill Permits:** C. Bult asked if there were any developments on the Krug or Keller landfill applications. Atty. Mullahy said Mr. Keller had been approved with conditions that needed to be met. He said he would check on the progress but assumed since fill was being deposited, that those conditions had been satisfied. In regards to Mr. Krug, no further action had been made for his permit as he never submitted any engineering as requested by the board.

**Ethics:** C. Kenney asked for an update on the Ethics Law. Atty. Mullahy said he had completed the redraft and welcomed input from board members. He felt the law, as revised, was strong and suggested board members consider candidates to fill the board seats. C. Kenney asked the timeframe for it being ready for approval. Atty. Mullahy said it could be added to the agenda of the next meeting. C. Bult asked if it was best practice to adopt the law and appoint the board members at the same time. Atty. Mullahy said it would be his strong recommendation. He noted if they were unable to find candidates, counsel could act in that capacity and populate the board at a later date. C. Kenney felt they should find candidates before adopting the law to complete the process. Atty. Mullahy said they should, at the very least, begin the vetting process. He recommended looking at the members of other boards for suggestions. C. Kenney suggested all board members have names of candidates by the next meeting. All members agreed.

## **ADJOURNMENT**

As there was no further business before the Board, C. Swartz made a motion to adjourn the 09/27/18 Town Board meeting at 8:29 p.m., seconded by C. Bult. Meeting adjourned.

Respectfully Submitted,

Debra L. Curtis  
Schodack Town Clerk