

**Town of Northumberland
Town Board Meeting
October 9, 2014**

The regular monthly meeting of the Northumberland Town Board was called to order @ 7:00 PM by Supervisor Willard Peck. Following the salute to the flag, roll call was taken. Those attending included Supervisor Willard Peck; Councilman Paul Bolesh; Councilman John DeLisle; Councilman George Hodgson and Councilwoman Patricia Bryant. Also attending were Clerk Denise Murphy, Attorney Rob Panasci (filling in for Town Attorney Douglas Ward), Highway Sup't Harold Vance Jr and Building and Zoning Administrator Richard Colozza.

PUBLIC PARTICIPATION

Chris Benn with General Schuyler Emergency Squad gave his total calls report for September:

Village of Schuylerville – 18 calls
Town of Saratoga – 14 calls
Village of Victory Mills – 3 calls
Town of Northumberland – 0 calls
Mutual Aid calls – 2

Mr. Benn reported that two of the members of the squad are now certified CPR Instructors. General Schuyler Emergency Squad participated in Fire Prevention Day at Schuylerville Central School on October 3, 2014. Mr. Benn stated they provided ambulance and/or EMT coverage for multiple Varsity, JV and modified football games.

CORRESPONDENCE

1. Dog Control Officer's Report: Edward Cross reported that he answered 10 complaints and issued 2 warnings.
2. The Town Board received an "Open House" Invitation from Peckham Industries to be held October 16, 2014 from 12:00 – 2:00 PM.
3. The Town Clerk received a letter from New York State Department of Environmental Conservation regarding proposed amendments to the Freshwater Wetlands Maps for Saratoga County.

OLD BUSINESS

1. Time Warner Cable Franchise Agreement – Working on it.
2. Employee Handbook – Working on it
3. Proposed Town Hall: Supervisor Willard Peck stated that he would like to discuss this after he discusses the proposed 2015 Town Budget.

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NEW BUSINESS

1. Supervisor Willard Peck stated that he had been notified that the Town of Northumberland's Emergency Coordinator Thomas Benton has moved out of state. A new Emergency Coordinator needs to be appointed. Supervisor Peck stated that he has talked to Kurt Haas Jr about filling this vacancy and he has agreed to do it. Mr. Haas is Fire Chief with the Gansevoort Fire Department and a Dispatcher with the Saratoga County Sheriff's Department. Supervisor Peck stated he thought he would be a great asset. Councilman John DeLisle made a motion to appoint Kurt Haas Jr as Emergency Coordinator for the Town of Northumberland. Councilman George Hodgson seconded the motion. All in favor, motion carried.

2. Supervisor Willard Peck stated that he would like everyone to review the Town of Northumberland's Emergency Plan to see if it needs to be updated.

3. 2015 proposed Town Budget: Supervisor Willard Peck presented the 2015 proposed Town Budget. Supervisor Willard Peck stated we are again under the 2% Tax Cap. Supervisor Willard Peck stated that he is still not happy with the proposed 2015 Budget. Supervisor Willard Peck stated the estimated sales tax from Saratoga County is projected to be lower than budgeted for 2014 along with the Mortgage Tax. Supervisor Peck stated this is troubling. Supervisor Peck stated that he will review the proposed budget to see if cuts can be made in areas with both the General and Highway Budget. Supervisor Peck pointed out that both the Moreau Emergency Squad, General Emergency Squad and Schuyler Hose's 2015 Budget come in under the 2% tax cap. The Northumberland Fire District is their own entity and the Town of Northumberland only collects their taxes. Supervisor Willard Peck made a motion to hold the Public Hearing on the proposed 2015 Budget on Thursday, November 6, 2014 @ 7:00 PM to be followed by the Regular Monthly Meeting. Seconded by Councilman Paul Bolesh. All in favor, motion carried.

4. Supervisor Willard Peck stated that the Town Board needs to consider tonight if we are going to move forward with the construction of a new town hall, hold off construction of a new town hall until the spring or to decide to do repairs of the present town hall. Supervisor Willard Peck stated the Town Hall Committee had looked into all options: (1) to construct a new town hall, (2) renovate the existing town hall or (3) relocate to a new site and construct a new town hall. After much research, the Town Committee, made a recommendation to the Town Board to construct a new 5,500 square foot building behind the existing building and tear down the existing building upon completion of a new town hall. The Town of Northumberland Town Board put out four bids for the General Construction of a New Town Hall; the Electrical, Mechanical and Plumbing of a new town hall. The following were the lowest bidders:

General – Bunoff General Contractors - \$938,000.00

Electrical – Dunham Electric - \$222,000.00

Mechanical – Alltek Energy System - \$110,650.00

Plumbing – Alltek Energy Systems - \$58,400.00

Supervisor Willard Peck stated that he had hoped the bids would have come in lower, but with 7 – 8 bids in each area they were very competitive. Supervisor Willard Peck stated if the Town Board opts to hold

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off until the spring, the town runs the chance of the bids coming in higher than these. Supervisor Peck stated that he would designate roughly 1,600,000 for the project in case there are any changes. Supervisor Peck stated that the bids come in at \$1,329,050. Supervisor Peck stated that he is proposing using \$500,000 from Reserve Fund and do a BAN for the \$900,000. Right now a BAN is 1.25%. Supervisor Peck stated that part of the Host Benefits from Finch Paper is for the town to receive \$100,000 per year for the entire life of the landfill. Supervisor Peck also explained additional host benefits from Finch Paper. Attorney Rob Panasci stated before any action can be done the Town of Northumberland will need to do a Short Environmental Assessment Form. Paul Olund, RLA with Environmental Design Partnership has filled out Part I – Project Information of the Appendix B – Short Environmental Assessment Form. Part 2 – Impact Assessment – Lead Agency will be filled out by the Town of Northumberland.

Councilman George Hodgson introduced Resolution # 82 of 2014 –

WHEREAS, the Town of Northumberland’s project involves the construction of a new municipal 5,500 SF one story Town Hall building to replace the existing Town Hall building, and

WHEREAS, the new building will be constructed behind the existing building on a 3 acre parcel (tax map # 103.8-1-23) owned by the Town of Northumberland, and

WHEREAS, the new building will be served by an onsite well and septic system, and

WHEREAS, the project will include a new access driveway, parking lots, sidewalks, landscaping, and site lighting, and

WHEREAS, the existing building is to remain in place for the duration of construction, then demolished, and

WHEREAS, Paul Olund, RLA with Environmental Design Partnership (project engineer) has done a review of the project, and

WHEREAS, the Town of Northumberland as Lead Agency has done an Impact Assessment of the proposed project, therefore be it

RESOLVED, that based on the information and analysis and supporting documentation, the proposed action will not result in any significant adverse environmental impact.

Councilman Paul Bolesh seconded the introduction of Resolution # 82 of 2014 –

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”

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Councilwoman Patricia Bryant – “Aye”

Resolution # 82 of 2014 Adopted

Councilwoman Patricia Bryant introduced Resolution # 83 of 2014 –

In the Matter of Authorizing the Financing and Construction of a New Town Hall and the Execution of Contracts for the Construction Work

WHEREAS, in or about April 2011, the Town Board of the Town of Northumberland determined that the existing Town Hall was in a state of extreme disrepair and would require substantial renovation, repair or replacement in order to assure the continued health and safety of visitors or employees at Town Hall and the continued proper functioning of Town Government; and

WHEREAS, in November, 2011, the Town Board established a Town Hall Building Committee to review the needs for the Town Hall and to consider options for the renovation, repair or replacement of the existing Town Hall; and

WHEREAS, the Town Hall Building Committee met on numerous occasion to discuss options for repairing, renovating or replacing the Town Hall. All meetings of the Town Hall Building Committee were open to the public; and

WHEREAS, from time to time, at monthly meetings of the Town Board, the Town Hall Building Committee reported updates and progress regarding its options, reviews and deliberations; and

WHEREAS, on January 9, 2014 the Town Hall Building Committee submitted three options for the Town Board’s consideration:

Option - 1 – Construction of a new 5,500 square foot building behind the existing building and tear down the existing building upon completion of new building;

Option - 2 – Renovate the existing Town Hall building;

Option - 3 – Relocate to a new site and construct a 5,500 square foot building; and

WHEREAS, at its meeting on January 9, 2014, after consideration of the Town Hall Building Committee’s analyses and recommendations including its assessment of costs, benefits and impacts, the Town Board determined to proceed with consideration of Option - 1 – construction of a new 5,500 square foot building on Town property and tearing down the existing Town Hall building upon completion of the new building; and

WHEREAS, subsequent to this determination the Town Board authorized the Town Engineer and retained consultants to prepare a design and cost estimates for the Option - 1 alternative; and

WHEREAS, at subsequent Town Board meetings the Town Engineer and consultants informed

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the Town Board and the public of progress regarding the design and estimate process; and

WHEREAS, at the Town Board's meeting on June 12, 2014, the Town Engineer and consultants made a public presentation of the design plans and estimated costs and opened the meeting for comments or suggested changes. At this meeting, the Town Engineer indicated that the Option - 1 design, cost estimates and bid package would be finalized and released for competitive bidding; and

WHEREAS, on August 15, 2014 the bid packages for construction of the new Town Hall were released for review in accordance with the public notice and other requirements of New York Law; and

WHEREAS, in accordance with the Notice to Bidders, on September 9, 2014, the sealed bids were opened at 2:00 pm at Town Hall; and

WHEREAS, the results of the bidding were reported to the Town Board at its monthly meeting on September 11, 2014; and

WHEREAS, at a Town Board meeting on September 25, 2014, the Town Engineer submitted a history of the evaluation of the proposed project and description of the final Option - 1 design and development and potential costs; and

WHEREAS, the final Option – 1 design involved construction of a new single story wood frame structure (approximately 5,500 square feet first floor with an approximately 2,000 square feet basement) and appurtenances behind the present Town Hall. Once the New Town Hall is built and in operation, the old Town Hall would be torn down. The New Town Hall will have additional parking and secured storage for Town records; and

WHEREAS, at the public meeting on September 25, 2014, Supervisor Willard Peck stated that the following were the lowest bids:

General – Bunkoff General Contractors - \$938,000.00
Electrical – Dunham Electric - \$222,000.00
Mechanical – Alltek Energy Systems - \$110,650.00
Plumbing – Alltek Energy Systems - \$58,400.00; and

WHEREAS, pursuant to the State Environmental Quality Review Act ("SEQRA"), Environmental Conservation Law Article 8 and the implementing regulations, the Town Board determines that the proposed construction and demolition project is an "unlisted action" and has caused to be prepared a Short Environmental Assessment Form.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF NORTHUMBERLAND, AS FOLLOWS:

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1. That based on its evaluation of the proposed Option – 1 Project, the Short Environmental Assessment Form and the record, the Town Board determines that the proposed construction of a new Town Hall, subsequent demolition of the existing Town Hall, and financing of these activities will not have an undue adverse impact on the environment and authorizes the Town Supervisor, Town Attorney, Town Engineer and its consultants to prepare and issue a Negative Declaration for the Option – 1 Project in accordance with the requirements of SEQRA.
2. That the Town Board authorizes construction of a new Town Hall in accordance with the design and other details included within the final bid package, and that the Town Board authorizes expenditure of an amount not to exceed \$1.6 million for such construction and related activities.
3. That the Town Board authorizes the Town Supervisor to enter into contracts for the construction of the new Town Hall with the low bidders as follows:

General – Bunkoff General Contractors - \$938,000.00

Electrical – Dunham Electric - \$222,000.00

Mechanical – Alltek Energy Systems - \$110,650.00

Plumbing – Alltek Energy Systems - \$58,400.00.

Such contracts shall be in the general form as included in the bid package and shall include the terms stated in the bid package. Such contract shall be subject to final approval of the Town Attorney. Such contracts shall include a provision that they shall not take effect until 31 days from the adoption of this resolution or until 1 day after a referendum authorizing the Option -1 Project is approved pursuant to Sections 90 and 91 of the Town Law, whichever is later.

4. That the Town Clerk shall publish notice of the Resolution in accordance with permissive referendum provisions of the NY Town Law, and shall maintain a copy of this resolution and bid packages available for public inspection
5. That if no petition is duly and timely filed pursuant to Sections 90 and 91 of the NY Town Law with respect to the construction of Town Hall, then the Town shall proceed with the construction in accordance with the terms of the executed contracts.
6. This resolution is subject to permissive referendum as provided in Sections 90 and 91 of the Town Law of the State of New York and shall not take effect until thirty (30) days after the date of its adoption, nor until approved by the affirmative vote of a majority of the qualified electors of the Town thereby voting upon such proposition, if within thirty (30) days after the adoption of this Resolution, there be filed with the Town Clerk of the Town a petition subscribed and acknowledged or proved, or authenticated by electors of the Town qualified to vote upon such a proposition in number equal to at least five per centum of the total cast for governor in said town at the last general election held

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for the election of state officers, but which shall not be less than one hundred in a town of the first class nor less than twenty-five in a town of the second class.

It is further resolved that the Town Clerk and Town Attorney are directed to take such other and further steps as are necessary to effectuate this resolution.

Councilman Paul Bolesh seconded the introduction of Resolution # 83 of 2014.

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye”

Resolution # 83 of 2014 Adopted

Supervisor Willard Peck stated that Bunkoff General Contractors have asked for a “Letter of Intent” for the Construction of a New Town Hall. Attorney Rob Panasci prepared one for Supervisor Peck to sign. The “Letter of Intent” states the following:

“On October 9, 2014 the Town Board of the Town of Northumberland adopted a Resolution authorizing the financing and construction of a Town Hall and authorizing Willard Peck, the Town Supervisor, to execute a Contract with Bunkoff General Contractors based upon the terms and specifications set forth in the August 14, 2014 bid package.

Please be advised that the Contract between the Town of Northumberland and Bunkoff General Contractors is contingent upon the permissive referendum requirements set forth in Town Law”

DESIGNATIONS

1. Transfers: Councilman George Hodgson introduced Resolution # 84 of 2014 –

WHEREAS, the A3310.4 (Traffic Control) is over by \$141.00, therefor be it

RESOLVED, to transfer from A1990.4 (Contingent Account) \$141.00.

Councilwoman Patricia Bryant seconded the introduction of Resolution # 84 of 2014.

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye”

Resolution # 84 of 2014 Adopted

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2. Approval of Vouchers: Councilman George Hodgson introduced Resolution # 85 of 2014

BE IT RESOLVED, the following Vouchers to be paid as presented:

A (General Fund) Vouchers # 319 - # 355 Total: \$ 213,103.02
DA (Highway Fund) Vouchers # 252- # 272 Total: \$ 184,730.16
SS (Sewer District #1) Voucher # 10 Total: \$ 25.03
HA (Capital Project) Voucher # 2 Total: \$90,000.00

Councilwoman Patricia Bryant seconded the introduction of Resolution # 85 of 2014.

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye” Resolution #85 of 2014 Adopted

3. Supervisor’s Financial Report: Councilman John DeLisle introduced Resolution # 86 of 2014:

BE IT RESOLVED, pursuant to Section 125 of the Town Law, Supervisor Willard Peck rendered the following detailed statement of all money received and disbursed during the month September 2014:

GENERAL

Balance as of 08/31/2014	\$ 1,472,126.97
Increases	\$ 116,026.95
Decreases	\$ 52,013.25
Balance as of 09/31/2014	\$ 1,536,140.67

HIGHWAY

Balance as of 08/31/2014	\$ 423,597.37
Increases	\$ 66.78
Decreases	\$ 39,655.93
Balance as of 09/31/2014	\$ 384,008.22

SEWER DISTRICT #1

Balance as of 08/31/2014	\$ 32,893.44
Increases	\$ 0.00
Decreases	\$ 32.21
Balance as of 09/31/2014	\$ 32,861.23

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BE IT RESOLVED, the Town Board has reviewed and approved September, 2014 Monthly Report by Supervisor Willard Peck as presented.

Councilman Paul Bolesh seconded the introduction of Resolution # 86 of 2014

Supervisor Willard Peck – “Aye”

Councilman Paul Bolesh – “Aye”

Councilman John DeLisle – “Aye”

Councilman George Hodgson – “Aye”

Councilwoman Patricia Bryant – “Aye”

Resolution #86 of 2014 Adopted

DEPARTMENTS

Highway – Highway Sup’t Harold Vance Jr. stated that he would like to post Peters Road to a 4 ton limit. Highway Sup’t Vance Jr. stated that he has received calls regarding garbage trucks coming off of West River Road to get to the Finch Paper Landfill. Peters Road is breaking up due to the weight of the vehicles. Supervisor Peck stated that he would like to talk to the people directly at the Finch Paper Landfill before doing a 4 ton limit.

Councilwoman Patricia Bryant made a motion @ 8:30 PM to adjourn the Regular Monthly Meeting. Councilman George Hodgson seconded the motion. All in favor, motion carried.

Respectfully submitted,

Denise Murphy
Town Clerk