

June 9<sup>th</sup>, 2011

The regular meeting of the Town Board was held on Thursday, June 9<sup>th</sup>, 2011 with the following members present: Richard Rowland, Supervisor; Daniel Pemrick, Thomas Kinsella, Daniel Cochran and Walter E. Chandler, Councilman. Also present was Town Counsel Mark Schachner, Highway Supt. Walter Barss and approximately 10 residents.

At 7:25 PM the Board met as a Board of Health.

Unsafe Building – 181 Porter Corners Road – Germain - Supervisor Rowland stated that a Notice of Unsafe Building Hearing was sent to the property owner. The building was severely damaged by fire. Town Clerk advised that Mr. Germain signed for the certified notice on May 18<sup>th</sup>. Mr. Germain has 60 to secure or remove the building. Supervisor Rowland reviewed the Code Enforcement Officer's report dated 6/9/2011. As of this date he has not received any written communication from the owner. However, he has stated that he was talking to some people about removing the structure. Supervisor Rowland stated that in speaking with the Code Enforcement Officer, he indicated that more windows had actually been taken out which allow for greater access to the building. Supervisor to request a follow-up report from the Code Enforcement Officer for the next meeting, July 14<sup>th</sup>, 2011.

The regular meeting was called to order by the Supervisor at 7:30 PM and opened with the pledge to the flag. On motion of Cochran, C. and seconded by Pemrick, C., the minutes of 5/12/2011 & 6/2/2011 were approved as submitted by all members present.

Letter from Greenfield Community Garden Group thanking the Board for their time & effort regarding their request for garden space. The PH level of the soil at Kings Station would require adding a large amount of lime which they can not afford to do at this time. They would like to explore other sites that may be more desirable in the spring of 2012.

Letter from Joan Rose expressing her concerns regarding continued speeding and littering by motorists who travel lower Locust Grove Road.

Notice of Foreclosure from Saratoga County Attorney for property owned by Donald Layman, Grange Road.

Letter of resignation from Kenneth Waite as Part-Time Seasonal Parks worker effective 6/9/11 due to health reasons.

Check for \$1,000. for Open Space/Parks & Rec. Fees from Cornell's Used Parts.

Supervisor Rowland stated that at the Brookhaven Park Open House he received a very nice letter from Dottie Pepper along with a check to cover the cost of two Junior Memberships for one boy and girl who might not otherwise have the opportunity to play golf. In addition, she would like to continue this each year. Golf Pro, Ben Andrews, is working on establishing a criteria for applying for this award. Supervisor Rowland thought that this was a wonderful opportunity to support the youth of our Town.

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RESOLUTION # 83 - Resolution of Honor – Gary Dake

Submitted by: Daniel Cochran, Councilman

Seconded by: Daniel Pemrick, Councilman

WHEREAS, **GARY C. DAKE**, has decided to retire from the Town of Greenfield Planning Board; and

WHEREAS, **Mr. Dake**, has volunteered his services to the Town of Greenfield in various capacities; and

WHEREAS, **Mr. Dake**, was first appointed as a Planning Board Member in October 1993 and continued as a member until February 2011; and

WHEREAS, **Mr. Dake**, served as Chairman of the Planning Board since January 1996; and

WHEREAS, the Town Board wishes to express its thanks and deep appreciation to **Mr. Dake** for his many years of dedicated service to the Town and its residents, NOW THEREFORE,

BE IT RESOLVED, by this Town Board on behalf of the residents of the Town of Greenfield, that this Resolution be spread upon the minutes of this meeting; and

BE IT FURTHER RESOLVED, that a copy be presented to said **Gary C.**

**Dake.**

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

Supervisor Rowland thanked Mr. Dake for his many years of service to the Town and stated that he would be missed. Mr. Dake stated that it has been his pleasure to serve the Town and that it was a learning experience for him as well.

Tonya Yasenchak, Planning Board Vice-Chairman, stated that it was her understanding that as part of the proposed Code changes the Board was looking at possibly making a change to the height limitations of buildings. She encouraged the Board to make sure that they fully understood what the effect would be on the various districts and how it might change the character of the neighborhood. Ms. Yasenchak suggested that restrictions could be added where the additional height be allowed as uninhabitable space only for architectural purposes.

Proposed Code Changes – Cochran, C. reviewed the following summary of the proposed changes: The list of Town Officials needs to be updated. Update to Section 105-132 regarding installation of Mobile Homes on individual lots, including the reference as Manufactured Homes rather than Mobile Homes. The addition of regulations for a mobile cart vendor with restrictions to produce and small wares. A modification to the Five Year Rule for subdivisions. Regulations to allow for Hobby Farms with a limit to the number of animals that would be allowed. Strengthen the requirements for the removal of debris from the demolition of an Unsafe Building. Definitions of a sign vs. a banner. Cochran, C. stated that he would like to have the proposed changes out to all the Boards towards the end of the month. Board members have comments back to him by the end of the month so that the proposed changes can be posted on the website. In addition, he would like to schedule a public hearing for the next meeting. Town Counsel advised that a hearing could be scheduled but it would have to remain open until the finalized language was available for public review. Kinsella, C.

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suggested that the Board wait for the final draft to be available before a hearing is scheduled and the information is posted on the website.

Zoning Board of Appeals Vacancy – Supervisor Rowland stated that the Board had received 2 applicants for the vacancy. Town Clerk was instructed to schedule interviews prior to the Agenda meeting on July 7<sup>th</sup>, beginning at 7 PM.

Municipal Credit Card – Supervisor Rowland stated that there are times when we are unable to make some purchases with certain companies who can not honor a municipal voucher. In some cases the purchases have been made with individual credit cards which the Town then reimburses. However, we are not able to use our Tax Exempt status. Supervisor Rowland stated that the Card would be issued through our Bank. He believed that there was a \$15. annual fee. No further fees would be incurred since we would pay the balance for each statement. Kinsella, C. felt that an operating procedure needed to be developed regarding the use of the card. Supervisor Rowland felt that was a good idea. He added that there would be a limit on the amount that could be used for purchase. Cochran, C. felt that there should be a list developed of who would be authorized to use the card and the amount authorized. He also wanted to see the procedure set up first. Supervisor Rowland to put together a draft policy for the next meeting.

Brookhaven Park Report – Duane Wright submitted a monthly report to the Board. Sod has been laid on the 12<sup>th</sup> tee box and it should be ready for use soon. Golf Pro, Ben Andrews, has agreed to coach the Corinth Golf Team. This would be an unpaid position. The Town had agreed to continue to allow the team to use the course for their program when we received the property. Security camera's and fire alarm system have been installed in the clubhouse. Also, all the locks have been changed. Despite the bad weather so far this Spring, everything looks to be right on track for the first 5 weeks. Revenues have been good and expenses have been what was expected. Chandler, C. stated that the Corinth Fire Dept. had their annual outing this past weekend. He spoke with the Fire Chief and they were very pleased with the course and the new food service. Supervisor Rowland stated that the Park Rules from our other Town parks would not necessarily fit this Park. He stated that Park Rules should be adopted for this Park. A suggested list of rules included: No outside alcohol (in keeping with the rules of the liquor license); No weapons of any kind; Golf Carts only allowed on course – no other motorized vehicles; Smoking permitted on the course or in the Parking area only; Golf Fees must be paid to the Pro Shop for use of the course. Not free to Town residents; Must be 16 years or older to drive golf carts; Pedestrian have the right-of-way; No pets; Vandalism will be prosecuted to the fullest extent of the law; Park closes at dark, with the exception of the clubhouse. Lorna Dupouy, So. Greenfield Road, felt that the age restriction for children operating a golf cart might be a problem. She agreed that a child must be accompanied by an adult, but questioned what would happen if a 12 year old with a parent wanted to drive a cart. Supervisor Rowland felt that it was an insurance and safety issue. By 16 years old, the child should be tall enough to reach the pedals, etc. He has seen young children trying to drive the cart standing up because they couldn't reach the pedals. Chandler, C. asked what the requirements were for the company that we lease the golf carts from. Supervisor Rowland stated that he believed that it was totally the

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Town's responsibility. We were required to carry insurance on the carts. Pemrick, C. suggested that the Golf Pro would be reviewing this proposed list of rules and may have some ideas on how to handle this. Supervisor will continue to work on developing the rules list for the next meeting.

Dog Enumeration – Town Clerk advised that this past month 108 dogs enumerated were found to be licensed, 70 were unlicensed and 112 homes had no dogs. From January 1<sup>st</sup>, 2011 to May 31<sup>st</sup>, 2011 a total of 752 licenses, both new and renewals, have been sold. In 2010, for the entire year there were 1292 licenses sold. In the month of May, 2011 alone, 108 new licenses were issued.

Town Historian, Ronald Feulner, gave a presentation to the Board outlining the accomplishments made during the past year. Shortly after taking office in July 2010, it was decided to move the Historian's Office from the Community Center to a downstairs office at the Town Hall. Shortly after taking office, he realized that the office is primarily responsible for four sets of activities: collecting information; storing information; retrieving information and disseminating information. One of the largest collections they received this year was from Bob Dake. He recently had to sell his home and move in to assisted living and has decided to turn over his life long collection of family and area history to the Town. Bob was a former president of the Greenfield Historical Society. They have also received smaller collections from Cliff Young, Earl Jones, Walter Barney, Geraldine Flynn and Jim Smith. Ron stated that as Town Historian he collected material and created a file on the history of the Brookhaven Golf Course. He also donated a copy of the Hutchings Cemetery books containing meeting minutes back to the cemetery's formation in the eighteen-hundreds. He has taken pictures of: Highway Department employees working on projects; Town Hall employees; Greenfield Grange breakfasts & Santa program; Historical Society's Farmers Market. In addition, he has continued the tradition begun by past historians of cutting out news clippings from area newspapers and entering them in scrapbooks for future reference. When the move was made to the Town Hall, many historical artifacts were moved upstairs into the historian's storage rooms in the Community Center. All the items were inventoried before being put into storage. An external hard drive for the computer has been purchased and as portions of the collections are digitized, the records are being stored on this drive. Previous historians had collected tens-of-thousands of bits of information about the history of the Town, however there was no easy way of accessing the information. Over the years, Deputy Town Historian Joyce Woodard, had organized some of the information in paper files as time permitted, however the bulk of the information had never been sorted. One of the biggest challenges was the collection of more than twenty scrapbooks, all containing news clippings dating from the eighteen hundreds to present. Ron has set up a computer database categorizing the names of the people and events mentioned in the articles, along with the page number and book number where the article can be found. What started out with two volunteers has grown to seven volunteers who have been working every Wednesday primarily on digitizing the information in the scrapbook collection. To date there are more than seventeen thousand entries and they are only about one-third of the way through the books. Another important project that is being worked on has to do with vital statistics (birth, death &

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marriages). Joan Bisso Rowland has volunteered to put together a data base of all vital statistics prior to 1882. The Town Clerk's Office has records beginning in 1882 to current day. Joan has been searching old scrap books, diaries, obituaries, church records, etc. When finished, we hope to be able to go to the alphabetized database with a person's name and be able to source any vital statistics requested. Joan has been gathering information and has filled 2 full binders. So far she has entered about 800 names into the database. Ron stated that he could not say enough about all the volunteers. The projects they are working on are multi-year commitments and are only possible because of the efforts of these highly skilled and dedicated volunteers. The Historians office has benefitted from their approximately 652 hours of collective services. Ron stated that most of his efforts this year have been directed to the collection, storage and retrieving of information. In the future he would like to have the dissemination of records more of a priority. He has been able to do a couple power point presentations about Glass Factory and the hamlet of Mount Pleasant; write a monthly column in the Greenfield Historical Society Newsletter; research and publish a paper on the history of Brookhaven Golf Course. In addition, he has responded to requests for information that have come from the public by e-mail, telephone and walk-ins. Joyce Woodard, Deputy Town Historian stated that this has been a wonderful year and the Historian's Office has really moved forward. Ron stated that he had a few requests for the Board. He would appreciate it if the Board could do something simple to acknowledge the volunteers. Also, he would like to take a picture of the Board for his records. Board members felt that Ron and his volunteers were doing an unbelievable job. Supervisor Rowland added that this was one time that the Board made a great decision in appointing Ron.

RESOLUTION # 84 – Reappointment of Planning Board Member

Motion: Cochran, C.

Seconded: Kinsella, C.

RESOLVED, That the Town Board hereby re-appoints Lorna Dupouy as member of the Planning Board with said term to expire 6/20/2018.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

RESOLUTION # 85 – Reappointment of Alternate Planning Bd Member

Motion: Cochran, C.

Seconded: Pemrick, C.

RESOLVED, That the Town Board hereby re-appoints John Bokus as Alternate Member of the Planning Board with said term to expire 6/20/2018.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

RESOLUTION # 86 – Appoint Planning Board Chairman

Motion: Cochran, C.

Seconded: Pemrick, C.

RESOLVED, That the Town Board hereby appoints Tonya Yasenchak as Chairman of the Planning Board with said term to expire December 31<sup>st</sup>, 2011.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

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Code Enforcement – Junk & Debris - Lorna Dupouy, So. Greenfield Road stated that she observed a Brook that crosses Route 9N at the Royal Rhino Mobile Home Park which is full of junk and debris. The debris in the Brook interrupts the waterway. In addition, she felt that there was a large amount of junk and debris in the Park and suggested that a privacy fence be installed along Route 9N to shield the park from the road. Supervisor Rowland stated that he spoke with Town Counsel regarding this matter. Since Route 9N is a State road there are a lot of State regulations such as setbacks, etc. that would have to be complied with. Also, the Park is private property and is a pre-existing non-conforming use. Unfortunately, there is not a lot the Town can do. The Board will have the Code Enforcement Officer take a look at and do whatever he can as far as the junk & debris is concerned. They can look into the debris in the Brook to determine compliance with the Stormwater Management Plan. If it is a year round stream, it could be reported to DEC. Lorna Dupouy asked what the procedure would be if someone were to donate some bushes, etc. to plant along the road. Supervisor Rowland stated that it would be a private matter and the individual would have to approach the management of the park. There would be setbacks, etc. to follow for plantings along the State right-of-way.

Code Enforcement Work Schedule – Supervisor Rowland stated that the Code Enforcement Officer has submitted a report outlining the response to the Saturday work schedule. He has had 30 people and 6 phone calls over the past year. He would like to go back to a Monday – Friday schedule. Kinsella, C. stated that he would like to have time to look into this. On motion of Kinsella, C. and seconded by Chandler, C., the matter was tabled until the next meeting.

Veterans Committee – Pemrick, C. stated that it has been suggested that the committee reconvene, specifically to look at the Veterans Park and making it more useable. He felt that was a good idea. Pemrick C. suggested that the Board advertise for new members to serve on the committee. Someone from the committee could assume the chairmanship and scheduling of meetings and report back to the Town Board. Lorna Dupouy would like to see this become an area where Veterans ceremonies etc. could be held. She stated that recently a new house for homeless veterans was opened. Maybe at some point down the road the Town could contribute to this in some way. The need is growing. Supervisor Rowland stated that the lady supervisor's at the County are working on putting together a program to collect personal items for the women's shelter. Pemrick, C. and Town Clerk to put together a notice to advertise for new volunteers.

Seasonal Part Time Parks Position - Supervisor Rowland stated that as was read during correspondence, the Seasonal Part Time worker submitted his notice of resignation on Monday. He looked over the list of applicants that were interviewed by the Board for this position. He contacted one of the highest picks for the Board, Donald Harrison, and he is still available and interested in the position. The pay for this part time seasonal laborers position is \$12.78 per hour. This time of year there is a tremendous amount of upkeep and maintenance at all of the Town Parks and buildings. He felt that they needed to get someone on board as soon as possible.

RESOLUTION # 87 – Appoint Part Time Seasonal Parks Employee

Motion: Chandler, C.

Seconded: Pemrick, C.

RESOLVED, That the Town Board hereby appoints Donald Harrison as Part Time Seasonal Parks Employee at a rate of \$12.78 per hour.

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VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

Parks Equipment – Supervisor Rowland stated that the Zero Radius mower blew the engine this week. There were only 83 hours on the motor. The mower was taken back to the dealer and they ordered a new motor and had it back to us within a week. There was no charge to the Town. Everything was covered by warranty. Supervisor Rowland stated that he was looking into the purchase of a small utility trailer that could be used behind the pickup truck to transport the mower between the parks rather than having to use the large flat bed with the dump truck.

Monthly reports were filed by the Town Clerk, UDAG Revolving Loan Fund, Highway Supt. and Supervisor.

RESOLUTION # 88 – General Bills

Motion: Pemrick, C.

Seconded Chandler, C.

RESOLVED, That General Bills # 273 to # 335 in the amount of \$28,240.37 be paid, subject to audit.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

RESOLUTION # 89 – Highway Bills

Motion: Pemrick, C.

Seconded: Chandler, C.

RESOLVED, That Highway Bills # 86 to # 103 in the amount of \$106,410.79 be paid, subject to audit.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

RESOLUTION # 90 – UDAG Bills

Motion: Pemrick, C.

Seconded: Chandler, C.

RESOLVED, That UDAG Bills # 8 to # 10 in the amount of \$60,142.34 be paid, subject to audit.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

RESOLUTION # 91 - Parks Bills

Motion: Chandler, C.

Seconded: Pemrick, C.

RESOLVED, That Parks Bills # 54 to # 90 in the amount of \$30,898.83 be paid, subject to audit.

VOTE: Ayes: Rowland, Pemrick, Kinsella, Cochran, Chandler

Noes: None

On motion of Pemrick, C. and seconded by Kinsella, C., the meeting was adjourned at 8:45 PM.

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Town Clerk