



# The Town of East Greenbush

225 Columbia Turnpike, Rensselaer, New York 12144

## TOWN BOARD MINUTES

### SPECIAL MEETING

February 3, 2020

**Call to Order** 7:00 PM  
**Pledge of Allegiance**  
**Town Board Meeting:**

### Members of Town Board

Present	Absent	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Supervisor J. Conway
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Councilor T. Tierney
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Councilor H. Kennedy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Councilor R. Matters
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Councilor B. Fritz

The Town Board of the Town of East Greenbush will hold a Special Meeting on Monday, February 3, 2020 at 7:00 p.m. at Town Hall, 225 Columbia Turnpike, Rensselaer, NY 12144 for the purpose of appointing the new Planner, conducting employment interviews with candidates for the positions of Town Services Coordinator and Police Officer, and any other business that may come to the Board's attention.

By Orders of the Town Clerk  
Ellen Pangburn  
Town Clerk

### Schedule of Meeting:

**Open Public Privilege:** NOTE – Each speaker may choose to state name and address prior to addressing the Board and shall be granted the floor for up to five minutes. The Board thanks everyone in attendance for their understanding and also for their desire to actively participate in the decision making process. All speakers must conduct themselves in a civil manner. Personal attacks will not be tolerated.

Resident, David Terpening, Jr. presented Town Board with public questions regarding the appointment of Dalia Szarowicz to the position of Planner, Department of Planning and Zoning.

**24-2020 A Resolution Appointing Dalia Szarowicz to the Position of Planner in the Department of Planning and Zoning**

**WHEREAS**, the Town of East Greenbush faces a complex array of planning and zoning issues; and

**WHEREAS**, the Director of Planning and Zoning requested funding to create the position of Planner within the Department of Planning and Zoning as part of the Department's 2020 budget in order to address the recent increase in land development applications, to provide MS4 program administration support, and to provide assistance on planning- and zoning-related tasks; and

**WHEREAS**, the essential duties and responsibilities of Planner include the following:

- Manage the land development application review process;
- Interpret the Comprehensive Zoning Law, Subdivision Regulations, the Comprehensive Plan, and make related determinations in close coordination with involved Town officials, staff, and consultants;
- Develop, implement, and prepare Staff Reports to involved Town boards as well as SEQRA materials, board resolutions;
- Serve as the Town's Municipal Separate Storm Sewer (MS4) Administrator responsible for day-to-day implementation of the Town's MS4 program;
- Serve as initial point of contact for the public, land development community, and others seeking land use, zoning, land development project information; and
- Make professional planning recommendations and carry out special projects relative to the Town's comprehensive plan, land use regulations, MS4 program, complete streets, natural resources conservation initiatives, and other planning topics; and

**WHEREAS**, the Town posted an advertisement seeking qualified applicants for the position of Planner on trade websites, online employment-related platforms, and the Town's website; and

**WHEREAS**, twenty-six (26) applications were received, eight (8) candidates phone-interviewed, and three (3) finalists in-person interviewed; and

**WHEREAS**, Dalia Szarowicz met all of the qualifications and participated in two interviews with Town staff and members of the Town Board; and

**WHEREAS**, the Town Comptroller confirms that this position was included in the 2020 budget funding of account 80201.01.01 Planning PS;

now, therefore, be it

**RESOLVED**, that Dalia Szarowicz is hereby appointed to the position of Planner in the Department of Planning and Zoning of the Town of East Greenbush at an annual salary of \$50,000.00;

and be it further

**RESOLVED**, that this appointment shall take effect on February 10, 2020.

The foregoing resolution was duly moved by Supervisor Conway and seconded by Councilor Tierney and brought to a vote resulting as follows:

Supervisor J. Conway	VOTED: YES
Councilor T. Tierney	VOTED: YES

Councilor H. Kennedy VOTED: YES  
Councilor R. Matters VOTED: YES  
Councilor B. Fritz VOTED: YES

**Supervisor Conway** – stated this position was advertised in all professional planning journals and local media. Received 32 applications. Selected 8 for shortlist, each having a phone interview. Top 3 candidates came in for interview. Dahlia had the outstanding resume, phone and in-person interview. She worked as a planner in Malta, which has Global Foundries, which is an analogy to Regeneron as far as town planning. Also has experience with MS4. She’s an amazing person and tough. At end of interview she asked why we don’t have E-Code 360. Supervisor said we have been working on it slowly for a few years. Councilor Tierney sat in on interview and helped select her.

**Councilor Tierney** – she will be an incredible addition to our town.

**Councilor Matters** – Very exciting appointment. Considering our focus on planning, this will be great for Adam. Gratified to see how many applications were received; enabled a lot of opportunity to this appointment.

**25-2020 A Resolution Authorizing Purchase of a Used 2003 Sterling L7500 Vactor 2100 Sewer Jet Vacuum Truck**

**WHEREAS**, Resolution 61-2019 authorized the Commissioner of Public Works to solicit bids for purchase of Vehicles and Equipment; and

**WHEREAS**, pricing to replace the currently owned 1990 Camel Vacuum Truck has been requested from several companies that participate in the Sourcewell Bid system; and

**WHEREAS**, due to the numerous serious issues with the 1990 Camel Vacuum Truck we have had to rent a vacuum truck at a cost to the Town of nearly \$10,000.00 per month; and

**WHEREAS**, pricing to replace this piece of equipment with a new truck has been quoted at more than \$400,000; and

**WHEREAS**, the Village of Albion, New York received a grant to purchase a new Sewer Jet Truck and has declared their 2003 Sterling L7500 Vactor Sewer Jet Truck as excess and has listed it with Auctions International for sale; and

**WHEREAS**, the auction will close on Wednesday, February 5<sup>th</sup>, 2020 at 6:10 p.m., which requires that this resolution be considered ahead of the regularly scheduled Town Board Meeting on February 19<sup>th</sup>, 2020; and

**WHEREAS**, according to a review of the Auctions International website and conversation with the DPW Commissioner for the Village of Albion, this truck meets the specifications that the Town of East Greenbush has for a replacement Sewer Jet Truck; and

**WHEREAS**, two Town of East Greenbush employees, one a qualified mechanic, and the other a trained operator familiar with operating sewer jet vacuum trucks, travelled to the Village of Albion to inspect this sewer jet truck and found it to be in very good condition, and recommended paying up to \$100,000.00 for it; and

**WHEREAS**, the current bid as of 4:00 p.m. on February 3<sup>rd</sup>, 2020 is at \$51,800.00; and

**WHEREAS**, the Commissioner of Public Works states that this truck would meet our needs for the next 6 to 8 years at less than 25 percent of the cost of a new truck and would like the ability to bid up to \$100,000 in an attempt to procure this truck; and

**WHEREAS**, the Town of East Greenbush Purchasing Policy requires purchases of \$10,000 or more require approval by the Town Board; and

**WHEREAS**, the Town Comptroller has confirmed that the financial impact of this resolution would not exceed \$100,000.00 from the Water and Sewer Fund Balance for this expense

<b>Fund</b>	<b>Transfer in</b>	<b>Transfer out</b>
General Sewer Fund Balance (07) SS-917		\$50,000.00
Consolidated General Water Fund Balance (05) SS-917		\$50,000.00
8130.2.7 General Sewer Treatment/Disposal Equipment	\$50,000.00	
8340.2.5 Consolidated General Water Fund Transmission/Distribution Equipment	\$50,000.00	

now, therefore, be it

**RESOLVED**, that the Town Board authorizes the Commissioner of Public Works to submit an incremental bid not to exceed \$100,000.00, which includes a 14% finder's fee for Auctions International for this 2003 Sterling L7500 Vactor Sewer Jet Truck and if successful, authorizes the Town Supervisor to execute all documents related to the purchase this vehicle.

This resolution was duly moved by Supervisor Conway and seconded by Councilor Tierney and brought to a vote resulting as follows:

Supervisor J. Conway	VOTED: YES
Councilor T. Tierney	VOTED: YES
Councilor H. Kennedy	VOTED: YES
Councilor R. Matters	VOTED: YES
Councilor B. Fritz	VOTED: YES

**Supervisor Conway** – To Councilors Matters, Kennedy, and Fritz – we've come into knowledge of a Vacuum Truck that Village of Albion is trying to sell. We applied for a grant, which a new one costs \$425,000-450,000. We didn't get grant; Albion did. They have 2003 Vacuum Truck with only 13,000 miles. We sent two of our best guys, including best mechanic, to look at it. They said anything under \$100,000 is a steal. Auction ends Wed., February 5<sup>th</sup>, at 6:10 PM. Last two years we spent \$30,000+ renting Vacuum Truck. About \$10,000 per month. Hoping to bid \$55,000 or \$60,000 along with 14% finders' fee if goes through Auctions International. \$100,000 we're not to exceed comes from \$50,000 Sewer Fund Balance and \$50,000 from Water Fund Balance. We have the money and need the truck. It can shorten task and make it safer for our employees.

**Councilor Matters** – From expense standpoint, puts us in a better position value wise. Asked what book value is. **DPW Commissioner, Dan Fiacco** – stated we don't have that number, that's why we sent guys to look at it. Said it was kept in immaculate condition. Tried to estimate depreciation. \$100,000 would be 25% of total value - it is 17 years old. Value is what it will go for at auction. **Councilor Tierney** – Dan and Scott were saying there is no book value to compare it to. It would be set by this type of auction. Best mechanics looked at it and gave a cap. Questioned storage.

**Supervisor Conway** - made motion to go into Executive Session for purpose of interviewing one candidate for Police Office, and two candidates for Town Services Coordinator. Invited Chief of Police and her staff into interview with police officer and invited Human Resources Manager, Lisa Borst, for Town Services Coordinator. I asked the Board to approve that in addition to motion into Executive Session.

#### **ADJOURNMENT**

Motion to adjourn by Supervisor Conway, seconded by Councilor Tierney, and brought to a vote resulting as follows:

Supervisor J. Conway	VOTED: YES
Councilor T. Tierney	VOTED: YES
Councilor H. Kennedy	VOTED: YES
Councilor R. Matters	VOTED: YES
Councilor B. Fritz	VOTED: YES

Executive Session ended at 9:02 PM. Supervisor Conway moved; seconded by Councilor Fritz; vote 5-0. Adjourned at 9:03 PM. Supervisor Conway moved; Councilor Kennedy seconded; vote 5-0.

Respectfully,

Ellen Pangburn  
Town Clerk