

**Town of Northumberland
Town Board Meeting
November 10, 2022**

The Regular Monthly Meeting of the Northumberland Town Board was called to order @ 8:16 AM 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; Town Attorney David Brennan and Building and Zoning Administrator Michael Terry.

PUBLIC PARTICIPATION

There were no comments from the public

APPROVAL OF MINUTES

1. Councilman John DeLisle made a motion to approve the minutes of the October 20, 2022 Regular Monthly Meeting. Councilman Paul Bolesh seconded the motion. All in favor, motion carried.

CORRESPONDENCE

1. Dog Control Officer: Edward Cross submitted his Dog Control Report for October 2022. Mr. Cross answered 4 Complaints, brought 2 dogs to the Shelter; issued 1 Warning and had 1 Bite Case.

NEW BUSINESS

1. 2023 Town Budget: Supervisor Willard Peck stated that the Town Board held a Public Hearing earlier to receive the public's comments on the proposed 2023 Town Budget. There were no comments from the public. Councilman John DeLisle made a motion to adopt the 2023 Town Budget. Councilman George Hodgson seconded the motion. It was open for discussion. Supervisor Willard Peck stated that the Wilton Emergency Squad has asked for an increase in their budget due to the number of calls. Supervisor Peck stated they are requesting that the amount budgeted would go from \$128,719 to \$130,656. Supervisor Peck stated with this increase the Town Budget would still be below the Tax Cap. Councilwoman Patricia Bryant introduced Resolution# 64 of 2022 –

WHEREAS, the Northumberland Town Board having, on November 10, 2022 at 8:00 AM., duly held a Public Hearing on the proposed town budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2023, and having heard all persons desiring to be heard in the matter, and the matter of the budget for this Town for such fiscal year having been fully discussed and considered, it is

RESOLVED, that said proposed town budget be amended, approved and filed as aforesaid, is hereby adopted and established as the annual budget as so adopted is detailed in the minutes of the proceedings of this Town Board, and be it further

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RESOLVED, that the Town Clerk of this Town shall prepare and certify as provided by law, duplicate copies of said annual budget hereby adopted, and deliver one of such copies to the Supervisor of the Town, and that he shall present such copy to the Board of Legislators of the County as required by law.

The 2023 Annual Budget, in its entirety, is in the official minute book at the town clerk's office and on the website, townofnorthumberland.org.

Councilman Paul Bolesh seconded the introduction of Resolution #64 of 2022

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye” Resolution #64 of 2022 Adopted

2. 2023 County Tax Level: Supervisor Peck stated that the Town Board needs to notify Real Property Tax how we want to apply Sales Tax for 2023.

Councilwoman Patricia Bryant introduced Resolution #65 of 2022 –

BE IT RESOLVED, the Town of Northumberland requests that the 2023 Sales Tax Revenue Distribution to be applied against the 2023 County Real Property Tax Levy will be by Cash.

Councilman Paul Bolesh seconded the introduction of Resolution #65 of 2022

Supervisor Willard Peck – “Aye”
Councilman Paul Bolesh – “Aye”
Councilman John DeLisle – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye” Resolution #65 of 2022 Adopted

3. Local Law #4 of 2022: Supervisor Peck stated that earlier today the Town Board held a Public Hearing on proposed Local Law #4 of 2022 – A Local Law amending the Zoning Ordinance of the Town of Northumberland to amend the penalties for violations of the Zoning Ordinance. There were no comments from the Public. Clerk Denise Murphy stated that she is waiting for Saratoga County Planning to make their recommendations for this proposed Local Law. No action was taken.

4. Agreement between Saratoga County Animal Shelter and the Town of Northumberland: Supervisor Willard Peck stated that the Town received the Agreement between Saratoga County Animal Shelter and the Town of Northumberland for 2023 for the Town's consideration.

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Councilman Paul Bolesh introduced Resolution # 66 of 2023

WHEREAS, the **COUNTY** owns and operates the Saratoga County Animal Shelter (hereinafter “Shelter”) located at 6010 County Farm Road, Ballston Spa, New York 12020; and

WHEREAS, **COUNTY’S** Shelter provides certain services to contracting municipalities relative to the care and impoundment of animals delivered to the Shelter by municipal animal or dog control officers within Saratoga County; and

WHEREAS, **COUNTY’S** Shelter also provides other services to contracting municipalities such as cremation services; and

WHEREAS, **TOWN** desires to enter into an agreement with **COUNTY** for the provision of shelter and other services offered by **COUNTY’S** Shelter;

NOW, THEREFORE, for and in consideration of the mutual covenants contained in this Agreement, **COUNTY** and **TOWN** agree as follows:

1. The **COUNTY** will maintain and operate a shelter for the care and impoundment of seized and stray dogs in accordance with Article 7 of the Agriculture and Markets Law and its applicable rules and regulations. The **COUNTY’S** Shelter will also provide for the care and impoundment of seized cats delivered to the Shelter by **TOWN**.
2. The **COUNTY** Shelter shall be staffed by **COUNTY** employees and will be open Monday through Saturdays (excluding holidays) from 10 A.M. to 4 P.M. The **COUNTY** shall provide the **TOWN** with a key to access the Animal Control area of the Shelter at all times.
3. The **COUNTY** is responsible for the maintenance of the Shelter’s records including the disposition of each animal delivered to the Shelter. The **COUNTY** shall provide the **TOWN** with a monthly Animal Control Officer/Dog Control Officer report detailing each stray and seized dog delivered to the Shelter from within the municipal boundaries of the **TOWN**. The **COUNTY** shall also provide the **TOWN** with a monthly report of all cats delivered to the Shelter by **TOWN’S** Animal or Dog Control Officer. The **TOWN** shall have forty-five (45) days from the receipt of each monthly report submitted by **COUNTY** to dispute any entry in the report by notifying the Shelter’s Supervisor, in writing, of any disputed entry or entries.
4. The **COUNTY** will accept trapped feral cats brought by the **TOWN** to the Shelter to be vaccinated and spayed/neutered, subject to **TOWN’S** agreement to take back and recover the cat from the Shelter and release it back into the area it was found. If a feral cat is Leukemia or Aids positive, or has serious health issues, the Shelter will humanely euthanize the animal.

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5. The **COUNTY** will not accept from the **Town** deceased wildlife/roadkill such as deer, fox, skunk, and opossum for cremation at the Shelter unless there is suspected concern of rabies, which must be supported by appropriate documentation of symptoms and behavior observed, and the prior approval of Saratoga County Public Health Services to test the deceased animal for rabies has been obtained.
6. The **COUNTY'S** Shelter will not respond to emergency or rabies-related incidents when the **TOWN'S** animal control person is unavailable.
7. For shelter services rendered to animals either delivered to the Shelter by **TOWN** or for which services **TOWN** is otherwise responsible for the payment of pursuant to state law or regulation, **COUNTY** shall charge, and **TOWN** agrees to pay, a fee of \$40.00 per dog, \$20.00 per puppy or kitten.
8. For the cremation of animals either delivered by the **TOWN** to the Shelter or for which the **TOWN** is otherwise responsible for the payment of the cremation of, **COUNTY** shall charge, and **TOWN** agrees to pay, a fee determined by the weight of the animal cremated in accordance with the following schedule

0 – 25 lbs.	\$15.00
26 – 50 lbs.	\$20.00
51- 75 lbs.	\$30.00
76 – 100 lbs.	\$35.00
Over 100 lbs.	\$40.00
9. The **COUNTY** will collect and remit impoundment fees to the **TOWN**.
10. The **TOWN** will pay the **COUNTY** for all services rendered by the **COUNTY** pursuant to this agreement during the period from January 1, 2023 through December 31, 2023, as documented in the monthly reports submitted by the **COUNTY** to the **TOWN**. The **COUNTY** shall submit bills for services to the **TOWN** during the month of April 2024 for said services rendered in 2023, which sum shall be due and payable by **TOWN** on or before September 1, 2024.

BE IT FURTHER RESOLVED, the Northumberland Town Board authorizes Supervisor Willard Peck to sign the Agreement on behalf of the Town of Northumberland

Councilman George Hodgson seconded the introduction of Resolution #66 of 2022.

Supervisor Willard Peck – “Aye”

Councilman Paul Bolesh – “Aye”

Councilman John DeLisle – “Aye”

Councilman George Hodgson – “Aye”

Councilwoman Patricia Bryant – “Aye”

Resolution #66 of 2022 Adopted

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5. Fire Advisory Board Appointment for 2023/24: Supervisor Willard Peck stated that it is time to appoint someone to the Fire Advisory Board for 2023/24. Thomas Wood, Fireman/Commissioner, has asked to be reappointed. Councilman Paul Bolesh made a motion to appoint Thomas Wood to the Saratoga County Fire Advisory Board for 2023/24. Councilwoman Patricia Bryant seconded the motion. All in favor, motion carried.

OLD BUSINESS

1. Stonebridge Farm PUD: Attorney Dave Brennan stated that he is drafting a letter to Wendy Marsh, Esq., attorney for Anthony Melfi regarding Stone Bridge Farm Planned Unit Development District (PUDD) Determination of Building Inspector. Attorney Brennan asked the Town Board Members to take home a copy of the letter and review.

2. Transfer Station: Town Clerk Denise Murphy informed the Town Board Members that she has received numerous compliments on the great job the Highway Department did on updates at the Transfer Station. Claude Himelrick, Landfill Caretaker, stated he is extremely pleased with the outcome.

3. Highway Truck: Highway Supt Coffinger submitted a Memo to the Town Board regarding the need for two (2) One Ton Trucks. Highway Supt Coffinger stated that the Town Board approved in the spring of this year the purchase of a new backhoe. He has not heard yet a delivery date for this piece of equipment. Highway Supt Coffinger stated that it has come to his attention that the two (2) One Ton Trucks are between 18 – 20+ years old. They both are in need of a lot of repairs. Highway Supt Coffinger stated that he suggests passing on the backhoe and purchase two (2) One Ton Trucks instead. Highway Supt Coffinger stated that he has found a dodge truck that fits his needs and was told by the dealer that Dodge One Ton Trucks are not on State Bid. Town Attorney David Brennan stated that he would work with Highway Supt Coffinger, if approved, to verify if One Ton Trucks are on State Bid and if not, to come up with Bid Specifications for publication. It was the consensus of the Town Board Members to not cancel the Backhoe. Councilman John DeLisle made a motion authorizing the Town Attorney to work with the Highway Supt to verify the status of One Ton Trucks on State Contract and if not, to put together a bid for the purchase of two new One Ton Trucks returnable at next month's Town Board Meeting. Councilman George Hodgson seconded the motion. All in favor, motion carried.

DESIGNATIONS

1. Approval of Vouchers: Councilman Paul Bolesh introduced Resolution # 67 of 2022

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

A (General Fund) Vouchers # 276 - # 311 Total: \$ 43,911.73
DA (Highway Fund) Vouchers # 294 - # 316 Total: \$ 34,856.12
SS (Sewer Fund) Voucher # 23 Total: \$ 26.96

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Councilman John Delisle seconded the introduction of Resolution #67 of 2022

Supervisor Willard Peck – “Aye’
Councilman Paul Bolesh – “Aye”
Councilman John DeLise – “Aye”
Councilman George Hodgson – “Aye”
Councilwoman Patricia Bryant – “Aye” Resolution #67 Adopted

EXECUTIVE SESSION

Councilman George Hodgson made a motion to go into Executive Session to discuss a personnel matter @ 8:50 AM. Councilman Paul Bolesh seconded the motion. All in favor, motion carried.

Councilman John DeLise made a motion @ 9:00 AM to reconvene the Regular Monthly Meeting. Councilwoman Patricia Bryant seconded the motion. All in favor, motion carried.

Supervisor Willard Peck stated the Town Board, at their September 8, 2022 Town Board Meeting, agreed that the Written Warning placed in the personnel file of a Highway Employee will be removed from his file but any further incidents under Schedule A,3. Conduct, XVI, the Town of Northumberland Reserves the Right to proceed to Step 2 of the Disciplinary Policy. The Northumberland Town Board, after a discussion in Executive Session, has agreed to pull the Written Warning from the Highway Employees personnel file with no conditions.

Councilman George Hodgson made a motion to adjourn the Regular Monthly Meeting @ 9:10 AM. Councilman Paul Bolesh seconded the motion. All in favor, motion carried.

Respectfully submitted,

Denise Murphy
Town Clerk