

A regular meeting of the Town Board was held on Tuesday, September 27, 2016, at the Kent Town Hall, 25 Sybil's Crossing, Town of Kent, New York, 10512.

**Resolution #285 - Open Meeting- Adjourn to Executive Session**

On a motion by Supervisor Fleming

Seconded by Councilwoman McGlasson

Resolved: The Town Board Meeting of September 27, 2016 opened and adjourned to executive session at 6:20 p.m. to discuss the medical, financial credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

Motion carried unanimously

**Resolution #286- Adjourn Executive Session**

On a motion by Supervisor Fleming

Seconded by Councilwoman McGlasson

Resolved: Executive session adjourned at 7:01 p.m.

Motion carried unanimously

**Pledge of Allegiance-** At 7:08 p.m. Supervisor Fleming called the Workshop Meeting to order with the Salute to the Flag.

**Public Comment** – There was none.

**The Town Board Meeting was called to order with Roll Call at 8:46 p.m.**

Supervisor Maureen Fleming – present

Councilman Paul Denbaum – present

Councilwoman Jaime McGlasson – present

Councilman Bill Huestis – present

Councilman Scott Chin – present

**Also Present:** Town Clerk Cappelli, Town Counsel Nancy Tagliafierro, Highway Superintendent Rich Othmer, Building Inspector Bill Walters, Lieutenant Kevin Owens, Sergeant Alex VanderWoude, Recreation Director Lou Fernandez and four residents.

**Resolution #287- Hire Start Smart Soccer Assistants**

On a motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

WHEREAS, the Town of Kent is seeking to fill a seasonal position as Assistant in the Start Smart Soccer program; and

WHEREAS, the Director of Recreation has recommended hiring Kelly Griffin to fill the position; and

WHEREAS, the Town Board believes it to be in the best interests of the Town to accept the Director of Recreation's recommendations;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes the hiring of Kelly Griffin as Smart Start Assistant at a pay rate of \$140 for the season; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes the Supervisor to execute any and all documents necessary to give effect to this resolution.

Motion carried unanimously

**Resolution # 288 – Advertise for Start Smart Basketball Assistants & Timekeepers/Scorekeepers**

On a motion by Councilman Denbaum

Seconded by Supervisor Fleming

WHEREAS, the Town of Kent is seeking to fill positions for Start Smart Basketball Assistants in the Recreation Department; and

WHEREAS, the Town of Kent is seeking to fill positions for Start Smart Basketball Scorekeepers and Timekeepers in the Recreation Department; and

WHEREAS, the Town of Kent wishes to advertise for applications to fill said positions; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes its Town Clerk, Yolanda D. Cappelli, to advertise for applications for the Start Smart Basketball Assistant positions in the Town of Kent Recreation Department.

Motion carried unanimously

**Resolution #289 – Adopt New Uniform Code Provisions – Building Code**

On a motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

**WHEREAS**, the State of New York recently adopted specific printings of the 2015 International Code and major updates to the NYS Fire Prevention and Building Code and Energy Code (the “Uniform Code”) as more fully set forth in a letter from the New York State Department of State and International Code Council dated May 18, 2016, annexed hereto and incorporated by reference; and

**WHEREAS**, the Building Inspector has recommended that the Town Board of the Town of Kent adopt the newly adopted provisions of the Uniform Code to represent compliance as part of building permit applications;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Kent hereby authorizes the adoption of the newly revised 2015 Uniform Code.  
Motion carried unanimously

**Resolution #290- Scrap Highway Vehicle**

On a motion by Councilman Denbaum  
Seconded by Councilman Chin

**WHEREAS**, the Town of Kent Highway Superintendent has recommended that Highway Vehicle #9, a 1988 Dodge 250 Utility Pick-up Truck, which has reached the end of its service life, be offered for sale for its scrap metal value; and

**WHEREAS**, the Town Board wishes to accept the recommendation of the Highway Superintendent and authorize the Highway Department to offer Highway Vehicle #9 for sale in exchange for its scrap metal value;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Kent, authorizes the Town of Kent Highway Department to sell Highway Vehicle #9 for its scrap metal value.  
Motion carried unanimously

**Resolution #291 – Livescan Purchase**

On a motion by Councilwoman McGlasson  
Seconded by Councilman Chin

**WHEREAS**, on May 9, 2016, the Kent Police Department was awarded a \$10,000 grant by the State of New York Division of Criminal Justice toward the acquisition of Livescan Equipment; and

**WHEREAS**, the Town’s Procurement Policy exempts from competitive bidding purchase contracts over \$20,000 that are made under certain other contracts pursuant to the General Municipal Law, and subdivision 3 of section 103 of the General Municipal authorizes the Town to purchase equipment or apparatus through contracts let by the State of New York; and

**WHEREAS**, pursuant to State Contract # PT66571 awarded by the State of New York Office of General Services, the Town is in receipt of a proposal, attached hereto, to purchase a Livescan system from Safran MorphoTrust USA for a total amount of \$20,089 for hardware and services, \$2,588 for level one annual support and therefore the Livescan system is being purchased in a manner consistent with the General Municipal Law; and

**WHEREAS**, the Town Board wishes to authorize the purchase of the Livescan System as set forth on the attached proposal in the amount of \$20,089 and apply the \$10,000 grant toward the purchase price; and

**WHEREAS**, the Town Board also authorizes the purchase of annual support in an amount to be determined by the Chief of Police, at a cost not to exceed \$2,588.00;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Kent hereby authorizes and approves the purchase of a Livescan System from Safran MorphoTrust USA in the amount of \$20,089 and annual support in an amount not to exceed \$2,588.00; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution.  
Motion carried unanimously

**Resolution #292- Accept Resignations of Lack Carmel Park District Advisory Board members**

On a motion by Councilwoman McGlasson  
Seconded by Councilman Denbaum

**WHEREAS**, the Town of Kent wishes to accept the resignation of Diane Kerr and Cecile Walsh as members of the Lake Carmel Park District Advisory Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board accepts the resignation of Diane Kerr and Cecile Walsh as members of the Lake Carmel Park District Advisory Board; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this resolution, consistent with the terms hereof and in such form as is satisfactory to the Town Supervisor and the Town Attorney.

Motion carried unanimously

**Resolution #293 – Accept Proposal for Engineering Services for Lake Carmel Dam Project**

On a motion by Councilwoman McGlasson  
Seconded by Councilman Chin

**WHEREAS**, pursuant to New York State Department of Environmental Conservation, the Town of Kent must prepare a Full Engineering Assessment and Emergency Action Plan regarding the Lake Carmel Dam; and

**WHEREAS**, the Town has been advised that the Lake Carmel Dam is in need of repair, and the Full Engineering Assessment will assist in determining the scope of repairs required; and

**WHEREAS**, Insite Engineering, Surveying and Landscape Architecture, P.C. (“Insite Engineering”) has submitted a proposal to prepare Full Engineering Assessment, an Emergency Action Plan and dam repair plans in the amount of \$43,000, which proposal is annexed hereto and incorporated by reference; and

**WHEREAS**, pursuant to General Municipal Law §103, professional services are exempt from bidding requirements; and

**WHEREAS**, the Town Board of the Town of Kent wishes to accept the proposal submitted by Insite Engineering;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Kent hereby approves the proposal of Insite Engineering to prepare a full Environmental Assessment, and Emergency Action Plan and dam repair plans set forth on the proposal annexed hereto in the amount of \$43,000; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized and directed to execute any and all agreements and other documents necessary to give effect to this Resolution, consistent with the terms hereof, all in form satisfactory to the Supervisor and the  
Motion carried unanimously

**Resolution #294 – Accept Erosion Control Bond & Escrow TM#22.-2-5**

On a motion by Councilwoman McGlasson  
Seconded by Supervisor Fleming

**WHEREAS**, the Planning Board, at their meeting held on September 7, 2016, approved Resolution #12 of Year 2016 recommending that the Town Board accept an Erosion Control Bond in the amount of \$4,095.00 and an Escrow Fund for an initial inspection fee in the amount of \$1,000 from the owners of a parcel of land located at 14 Lorne Court, Kent, New York 10512, identified as Tax Map No. 22.-2-5 (the “Lot”); and

**WHEREAS**, the Town Board of the Town of Kent wishes to follow the recommendations of the Planning Board;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Kent hereby accepts the recommendation of the Planning Board and approves the posting of an Erosion Control Bond in the amount of \$4,095.00 and the establishment of an Escrow Fund for an initial inspection fee in the amount of \$1,000.

Motion carried unanimously

**Resolution #295 – Accept Erosion Control Bond & Escrow TM#10.-2 & 10.-3**

On a motion by Councilman Chin  
Seconded by Councilwoman McGlasson

**WHEREAS**, the Planning Board, at their meeting held on September 8, 2016, approved Resolution #123 of Year 2016 recommending that the Town Board accept an Erosion Control Bond in the amount of \$7,764.50 and an Escrow Fund for an initial inspection fee in the amount of \$1,000 from the owners of land located at Dean Road, Kent, New York 10512, identified as Tax Map No. 10.-2 & 10.-3 (the "Lots"); and

**WHEREAS**, the Town Board of the Town of Kent wishes to follow the recommendations of the Planning Board;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Kent hereby accepts the recommendation of the Planning Board and approves the posting of an Erosion Control Bond in the amount of \$7,764.50 and the establishment of an Escrow Fund for an initial inspection fee in the amount of \$1,000.

Motion carried unanimously

**Resolution #296 - Amend Resolution #273/2016**

On a motion by Councilman Chine  
Seconded by Councilwoman McGlasson

**WHEREAS**, on September 13, 2016, by Resolution #273 the Town Board, upon the recommendation of the Planning Board, authorized the acceptance of an erosion control bond from the owners of a parcel of land located at Tibet Drive, Kent, New York, identified as Tax Map #33.20-1-16; and

**WHEREAS**, the Planning Board has advised that the Tax Map identification number as submitted was incorrect, and therefore Resolution #273 should be corrected and amended as identifying the relevant property as Tax Map #30.20-1-16;

**NOW THEREFORE, BE IT RESOLVED**, that Resolution #273 is hereby amended to authorize the change of the Tax Map number from 33.20-1-16 to 30.20-1-16.

Motion carried unanimously

**Resolution #297 - Accept Member to the Lake Carmel Fire Department – Robert A. Vogel**

On a motion by Councilman Chine  
Seconded by Councilwoman McGlasson

**WHEREAS**, the Lake Carmel Fire Department has recommended to the Town Board of the Town of Kent the acceptance of Robert A. Vogel as a new member of the Lake Carmel Fire Department; and

**WHEREAS**, the Town Board of the Town of Kent wishes to accept the recommendation of the Lake Carmel Fire Department;

**NOW, THEREFORE, BE IT RESOLVED**, that Town Board of the Town of Kent hereby accepts Robert A. Vogel as a member of the Lake Carmel Fire Department; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution, consistent with the terms hereof and in such form as is satisfactory to the Town Supervisor and the Town Attorney.

Motion carried unanimously

**Resolution #298 - Authorizing Repairs to Town Hall – Terry Boalt**

On a motion by Councilman Chin  
Seconded by Supervisor Fleming

**WHEREAS**, the outdoor steps at Town Hall are in need of repair; and

**WHEREAS**, consistent with the Town's Procurement Policy, the Town of Kent requested written proposals from contractors to repair the stairs and received only one quote in response, a copy of which is annexed hereto and incorporated by reference; and

**WHEREAS**, Terry Boalt submitted the only proposal in the total amount of \$24,168.34, which proposal is annexed hereto and incorporated by reference; and

**WHEREAS**, the Town Board of the Town of Kent wishes to accept the proposal submitted by Terry Boalt;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Kent hereby accepts the proposal of Terry Boalt, and authorizes a down payment of \$8,655.44 to commence the work. Motion carried unanimously

**Resolution #299 - Authorizing Change in Town Hall Office Hours**

On a motion by Councilman Chin  
Seconded by Councilwoman McGlasson

WHEREAS, it has been suggested to the Town Board that Town Hall employees would prefer to change their work day hours from 9:00 a.m. to 5:00 p.m. to 8:00 a.m. to 4:00 p.m.; and

WHEREAS, if Town Hall offices are open earlier in the day it would permit some Town residents to come into Town Hall to conduct their business without taking time off from work; and

WHEREAS, the Town Board believes it would be in the best interests of Town residents and Town employees to change the hours of operation at Town Hall to 8:00 a.m. to 4:00 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby changes the hours of operation of Town Hall from 9:00 a.m. to 5:00 p.m., Monday through Friday, to 8:00 a.m. to 4:00 p.m, Monday through Friday; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution. Motion carried unanimously

**Resolution #300 - Approval of Vouchers and Claims**

On a motion by Councilman Huestis  
Seconded by Councilman Chin  
Resolved: All vouchers and claims submitted by:

1.	City Carting	\$5,214.67	Lake Carmel Garbage
		\$6,596.35	
2.	Timothy J. Curtiss, P.C.	\$2,457.00	August: General
		\$4,167.00	August: Traffic
3.	Danbury Auto Spring	\$3,227.72	Highway #44
4.	Kent Senior Citizens	\$8,575.00	Senior Programs
		\$7,880.00	
5.	NYS Dept of Civil Service	\$186,811.59	Health Insurance
6.	Rosiecki Hydraulics	\$3,705.00	Floor Jack
7.	State Comptroller	\$34,920.00	Justice Court Fines & Fees
8.	Tire Buys	\$3,054.89	Tires
9.	Windstream	\$4,148.59	Telephone Service
10.	Terry Boalt	\$8,655.44	Town Hall Steps

In the amount of \$338,688.53 can be paid.  
Motion carried unanimously

**Resolution #301 - Adjournment**

On a motion by Supervisor Fleming  
Seconded by Councilwoman McGlasson  
Resolved: The Town Board meeting of September 27, 2016 adjourned at 9:04 p.m.  
Motion carried unanimously

Cordially submitted,

Yolanda D. Cappelli  
Town Clerk

