

The regular meeting of the Athens Town Board was called to order by Supervisor Robert F. Butler on April 2, 2018 at 7:00 p.m. with the Pledge of Allegiance to the Flag.

The following people were present: Supervisor Butler; Councilman Michael Ragaini; Councilwoman Mary H. Brandow; Councilman Anthony Paluch; Councilman Richard M. Surrano and Deputy Clerk Gail Stacey.

These people were also present: Attorney Virginia Benedict; Assessor Carol McBride; Larry Styles; Shannon Spinner and Daniel Zuckerman.

The following bills were audited by the Board and ordered paid:

GENERAL ABSTRACT #7, vouchers #137 through #160 inclusive for **\$22,780.36**

Supervisor Robert F. Butler read the Notice of Public Hearing as it was written in regards to proposed Local Law #2 of 2008 to repeal Article 2 and 3 of Chapter 52 "Towns Procurement Policy" GML 104/103 and "Purchase Requests".

Supervisor Butler made a request for a motion to open the Public Hearing. Councilman Michael Ragaini made a motion to open, seconded by Councilwoman Mary H. Brandow. Ayes-5 (Butler; Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-0 Abstentions-0

Since there were no comments or questions, a motion to close the Public Hearing was made by Councilman Richard M. Surrano, seconded by Councilwoman Mary H. Brandow. Ayes-5 (Butler; Ragaini; Brandow; Paluch; Surrano)

Public Hearing Closed at 7:10 p.m.

Resolution to repeal Local Law #2, Chapter 52, Articles 2 and 3 in regards to Procurement Policy motion was made by Councilman Richard M. Surrano, seconded by Councilman Michael Ragaini.

Ayes-5 (Butler; Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-0 Abstentions-0

Resolution to adopt Procurement Policy, April 2, 2018 motion was made by Councilman Richard M. Surrano, seconded by Councilman Michael Ragaini.

Ayes-5 (Butler; Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-0 Abstentions-0

Resolution # 2018-22 was adopted and it states:

Whereas, pursuant to Section 104-b(1) of the General Municipal Law (GML), goods and services which are not required by law to be procured by the Town pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys in the best interest of the taxpayers of the Town to facilitate acquisition of goods and services; and

Whereas, the Town of Athens seeks to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances and to guard against favoritism, improvidence, extravagance, fraud, and corruption; and

Whereas, GML 104-b (1) requires the Town Board of the Town of Athens to adopt by resolution internal policies and procedures governing all procurements of goods and services which are not subject to the competitive bidding requirements of GML 103, or any general, special or local law; and

WHEREAS, GML 104-b (4) requires the Town Board of the Town of Athens to annually review its policies and procedures concerning procurement.

Now Therefore Be It

Resolved, that the Town Board of the Town of Athens does hereby adopt the following internal procurement policies and procedures governing all procurement of goods and services which are not required to be procured pursuant to the competitive bidding requirements of GML 103 or of any general, special or local law.

**TOWN BOARD
TOWN OF ATHENS
LOCAL LAW NO. 2 OF 2018
DATED: APRIL 2, 2018**

**A LOCAL LAW REPEALING ARTICLES II AND III OF CHAPTER 52 OF THE TOWN CODE
OF THE TOWN OF ATHENS CONCERNING PROCUREMENTS**

BE IT ENACTED by the Town Board of the Town of Athens as follows:

SECTION 1. TITLE. This Local Law shall be referred to as Local Law No. 2 of 2018

SECTION 2. AUTHORITY AND PURPOSE. This local law is enacted pursuant to the Municipal Home Rule Law (Chapter 36-a of the Consolidated Laws of the State of New York) and the requirements and authority set forth in Section 104-b of the General Municipal Law ("GML"). Pursuant to GML 104-b, the Town Board shall by resolution adopt internal policies and procedures governing all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of GML 103.

Section 3. Articles II, entitled "Procurement Policy" and III entitled "Purchase Requests" of Chapter 52 of the Code of the Town of Athens are hereby repealed in their entirety. Article I, entitled "Highway Materials and Equipment" remains in full force and effect.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision or phrase of the aforementioned sections as declared by the valid or enforceability of any other section, subsection, paragraph, sentence, clause, provision or phrase, which shall remain in full force effect.

SECTION 5. EFFECTIVE DATE. This Local Law shall take effect immediately upon passage and filing with the Secretary of State.

Supervisor Butler made a motion to go into Executive Session, seconded by Councilman Richard M. Surrano.

7:55 p.m, Councilwoman Mary H. Brandow made a motion to close Executive Session, seconded by Councilman Richard M. Surrano.

Regular meeting continued with Supervisor Butler's leaving and Councilman Ragaini stepping in.

Assesor Carol McBride gave her report which included the pending case with Sleepy Hollow Lake..no changes, Final Roll, BOAR required training for new members (would like the town ruling changed), Revaluation, and Grievance Day – scheduled for May 22,2018.

Councilman Richard M. Surrano made a motion to accept the Assessor's Report, seconded by Councilwoman Mary H. Brandow.

Ayes-4 (Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-1(Butler) Abstentions-0

Supervisors Reports from February and March 2018 were reviewed.

Motion to accept report was made by Councilwoman Mary H. Brandow, seconded by Councilman Richard M. Surrano.

Ayes-4 (Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-1 (Butler) Abstentions-0

March 19,2018 Minutes were reviewed.

Motion to accept minutes made by Councilman Richard M. Surrano, seconded by Councilwoman Mary H. Brandow.

Ayes-4 (Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-1 (Butler) Abstentions-0

Revaluation Plan was tabled until later in the meeting.

Garage Update was given by Councilman Michael Ragaini. The new Town Building has, for the most part, been completed. Waiting for warmer weather to start paving.

Office Update was given by Councilman Michael Ragaini. Architects will be in on Thursday, April 5, 2018, to meet with all the departments to discuss their ideas. What to do with the museum in the building will be discussed at that time.

Town Clerks Report was submitted and reviewed.

Motion to accept report was made by Councilman Richard M. Surrano, seconded by Mary H. Brandow.

Ayes-4 (Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-1 (Butler) Abstentions-0

Howard Hall Rd./Rt. 385 Update was given by Councilman Michael Ragaini. Plans from the state were presented and discussed and available for review to the board. Bids go out on April 19, 2018.

Assessor Carol McBride addressed the Board on the Revaluation Plan. She stated that there were two ways they could do the reassessment to keep in the Cyclical Plan. First is no waiting, getting nothing back, and keeping plan. Second is doing data collection and being reimbursed if project is approved. Data Collection Plan was approved by the state at \$2.00 - \$2.50 per parcel in aid for approximately 3,300 + parcels. Copies of the recommendations of the proposed reassessment, drawn up by Robert Hilbert, were given to the board members, that stated what the cost over the next 3 to 4 years would be to maintain assessments at a 100% market value.

2018- \$2500.00 2019- \$2500.00 2020- \$4000.00 2021- \$2000.00
Assessor McBride presented a visual outline for the Board to view at their leisure to better understand the Revaluation plan and figures. She also suggested possibly passing a resolution informing the public of what the plan is in case there is an amendment made. Discussion continued on the matter. Questions were asked and answered. If anyone had any further questions, they could contact the assessor's office.

With no further business to come before the Board, a motion to adjourn was made by Councilman Richard M. Surrano, seconded by Councilwoman Mary H. Brandow.

Ayes-4 (Ragaini; Brandow; Paluch; Surrano) Noes-0 Absent-1 (Butler) Abstentions-0

Meeting Adjourned at 8:30 p.m.