

**MINUTES OF THE MEETING OF THE COUNCIL OF THE CITY OF WATERVLIET
THURSDAY, JANUARY 19, 2012 AT 7:00 P.M.**

The meeting was called to order by Mayor Michael P. Manning at 7:00 P.M.

Roll call showed that Mayor Michael P. Manning, Councilwoman Ellen R. Fogarty and Councilman Nicholas W. Foglia were present.

Also present from City Administration were: Mark Gleason; General Manager, Yorden Huban, Corporation Counsel, Rosemary Nichols, Deputy General Manager of Economic Development and Planning, Bruce A. Hidley, City Clerk and Clerk to the Council, Mark R. Gilchrist, Building Inspector/Assessor, Fire Chief Scott Skinner and Police Chief Ron Boisvert.

A motion was made and seconded to dispense with and accept the minutes from the previous City Council Meeting.

REPORT OF OFFICERS AND COMMITTEES

ITEM #1 – Mark Gleason, General Manager explained to the Council that the City of Watervliet started a new program called WOW, Watervliet Organic Waste. Mr. Gleason noted that there are a few spots remaining for residents to participate in this pilot program. The first organic waste pickup day will be Friday, January 27, 2012. If there is any resident who wishes to participate in this program please contact Chris Daus, Sanitation Supervisor or Mr. Gleason.

ITEM #2 – Mark Gleason, General Manager informed the Council that Mark Cady, Highway Department Supervisor, Chris Daus, Sanitation Supervisor and Mr. Gleason met with Rick Hanley & Associates. Mr. Hanley met to discuss a possible compost spot. Mr. Hanley is an expert in the field of renewable energy. With the start of Watervliet Organic Waste Program the City needs to plan for the disposal of the organic waste in a way that not only benefits the residents of the City in addition to the environment. Mr. Gleason noted that eventually the organic waste will go to the Albany County Sewer District South Plant. The Albany County Sewer District has an anaerobic digester which they have had for approximately six months. They had their own pilot program with Spectrum Bioenergy LLC. The Sewer District will accept the City's organic waste for the entirety of their pilot program. Once the county's program is over the City will need to have some different avenue as what to do with our organic waste. The City is hoping to turn the organic waste into natural gas or compost. Mr. Hanley will assist the City in deciding what type of composting system to have. Mr. Hanley will assist the City with any NYS Department of Environmental Conservation issues, construction and development of the technical guide to operate the compost facility. The committee has visited other potential sites and reviewed what the City has done to date.

OLD BUSINESS

ITEM #1 – Mark Gleason, General Manager explained to the Council that on Friday, January 20th at 10:00 A.M. a meeting will held to discuss nominations for Board members at the Senior Citizen Center. `Nominees will be given a chance to address the senior residents at the meeting. At this point the nominees will explain why they are qualified to be on the Board. The actual vote for the Board will take place on Friday, January 27, 2012.

Mayor Manning explained that this Board is the day to day operations Board. This Board will be over seen by the Watervliet Civic Center Board of Directors. The Civic Center will have the long range goals and activities in mind. Once the Board is elected on the 27th they will decide among themselves who will serve as Officers. Mr. Gleason stated that you do not have to be a senior citizen to be on this Board. Mayor Manning also explained that the Civic Center has already posted a job notification to work part-time at the Senior Center.

NEW BUSINESS

RESOLUTION NO. 8801 – The Council of the City of Watervliet hereby authorizes Bruce A. Hidley, City Clerk and Clerk to the Council to advertise once in the official newspaper that the City of Watervliet is seeking proposals from firms qualified in providing assistance in conducting lead assessment in compliance with the requirements of the U.S. Environmental Protection Agency as part of the Community Development Block Grant Housing Rehabilitation Program on Friday, February 24, 2012 at 10:00 A.M. in the City Clerk's Office. Before voting Rosemary Nichols, Deputy General Manager explained that this is a standard roll out for a new CDBG housing grant available to persons of low to moderate income throughout the City. There are two mandatory audits that the City is required to do now in accordance with the regulations. The first involves lead assessment which is this one. This assesses the entire structure along with places that the City anticipates disturbing any exposed lead plus any contamination outside. This is the thirds time the City has done this type of project. Upon motion of Councilwoman Fogarty, seconded by Councilman Foglia, this Resolution was approved and adopted.

RESOLUTION NO. 8802 – The Council of the City of Watervliet hereby authorizes and approves an agreement between the City of Watervliet and Rick Handley & Associates and further authorizes Mayor Michael P. Manning to execute the same. Before voting Mayor Manning explained that this company is a consultant which was introduced to the City by Honeywell our energy performance contractor who specializes in bio-waste. The City will utilize this company to secure funding thru NYSERDA for the bio-waste to energy projects. Mr. Handley's expertise in that area the City peeled off a task to look at setting up the City to have a small compost area at the DPW garage. His task would be to look at securing the regulatory compliance in setting up a compost area. This would include size, design and meeting the NYSDEC requirements.

This agreement is divided into four tasks which range from three to eighteen hours at \$100.00 per hour. Mayor Manning noted that the contract is not to exceed \$4500.00. Additionally, the City will be using the grant it received from Cargill to pay this expenditure. This would not be a General Fund budget issue. Upon motion of Councilman Foglia, seconded by Councilwoman Fogarty, this Resolution was approved and adopted.

APPROPRIATIONS AND ACCOUNTING

RESOLUTION NO. 8803 – The Council of the City of Watervliet hereby authorizes the transfer of funds from the Police Payroll Account to the Police Special Wages Account in the amount of \$53,200.00. Before voting Robert A. Fahr, Director of Finance explained that this is a budget neutral transfer for the months of November and December 2011. This is for wages paid to Police Officers injured in the line of duty. Upon motion of Councilwoman Fogarty, seconded by Councilman Foglia, this Resolution was approved and adopted.

RESOLUTION NO. 8804 – The Council of the City of Watervliet hereby authorizes the transfer of funds from the Fire Payroll Account to the Fire Special Wages Account in the amount of \$7,400.00 for the months of November and December 2011. Robert A. Fahr, Director of Finance explained that this is a similar transfer just a different department. Upon motion of Councilman Foglia, seconded by Councilwoman Fogarty, this Resolution was approved and adopted.

ITEM #1 – Robert A. Fahr, Director of Finance explained to the Council that the 4th quarter Sales Tax from the County will be received by the City of Watervliet on Friday January 20th. The check will be in the amount of \$821,559. Mr. Fahr noted that this will put the City over by \$195,000 compared to budget in 2011. This will also be approximately \$60,000 higher than the City budgeted in 2012. Mr. Fahr stated that the City is in good shape heading into the 2012 budget year.

Mayor Manning asked if the City was close to closing on the 2011 budget. Mr. Fahr noted that there won't be good figures yet as reimbursements are still outstanding such as FEMA reimbursements, Office of Court Administration reimbursements for court security for the months of April thru December 2011. Mr. Fahr estimates that the fund balance will increase from 1.1 million to 1.2 million in 2011. Mayor Manning stated that not only did the City not have to appropriate out of the fund balance but the fund balance increased for 2011. Mr. Fahr noted that this due to conservative budgeting.

Before moving into the Public Comment period Mayor Manning explained that the he met with the new Mayor of Rome, New York to discuss the hydroelectric facility project within their City limits. Mayor Manning noted that as a citizen the new Mayor attended many of the Public Hearings and was able to ask questions allowing him to be up to speed prior this get together. Mayor Manning came away with the feeling that there was no reason why the new administration in Rome couldn't continue to support this project. Mayor Manning stated that the discussions lead to other topics which the City of Watervliet and Rome, New York are involved with, especially in sharing ideas such as waste and energy.

The next trip was with the Mayor of the Village of Manilla who is also involved with an organization known as Manilla Clearwater Environmental Research Facility. This is housed within the Village of Manilla Water Treatment Facility. They basically have a sophisticated research lab where they are building equipment to treat water, treat waste and build prototypes. They are involving High School students, they have a transfer student from Germany and local college students participate. The City came into contact with them thru NYCOM conferences where the City talked about our bio-waste to energy programs. That's when the Village of Manilla stated you should see what we are doing which is what made Mayor Manning visit this site. This is actually the fastest path to do something that meets the City's needs in the bio-waste to energy area. The City has been shopping for commercial equipment (digesters) that aren't really being built for what the City is trying to do. Mayor Manning further explained that they will help us design and build our own. The digester will be built with parts the City can order from local stores. They will also help us design the system and validate it will work using subscale setups at their municipality then when we but the digester it will already be proven out. This proved to be a great meeting with the next step putting together a Request for Proposal for them to assist the City of Watervliet. There will be some fee involved with getting their help. They are very open to doing this for the City. They currently work for the County and Town of Manilla. By using a municipal cooperation agreement the City should be able to work this out with the Village of Manilla. With this move the City is in the right direction to collect organic waste. This assists with a short term solution which is to take it down to a prototype running to the south plant in Albany. We will have the design of a compost facility regardless of what the City decides to do with regards to the post digested and interim collection that the City can mix with its yard waste. The 2012 year should accelerate us into that area. Hopefully the City can move this forward and go beyond the 50 trial cases Citywide.

Mark Gilchrist, Building Inspector/Assessor requested that he talk about the ongoing Revaluation Program. The City has completed residential field review. The City has gone back to every house and assigned a new value. The City will be hosting three public meetings. There will be special invitations sent to senior citizens tomorrow along with all exemption forms they are entitled to. The seniors are meeting on February 6, 2012 at the Senior Citizen Center at 3:00 in the afternoon. Everyone else will receive an invitation at the Watervliet H.S. for Thursday, February 9th at 7:00 P.M. and again at the Watervliet Elks Lodge on Tuesday, February 14th at 7:00 P.M. Mr. Gilchrist noted that at these meetings the City will discuss with the public what the City has done, what has been accomplished and even more important will be discussion regarding the impact statement with the new assessment. It will compare what the taxes were and what the taxes would have been should the new assessment was in place. There will be information about informal hearing to be held, information as to where a resident can go to look at the information. The information will be placed at the Watervliet Public Library, the Elks Lodge and possibly Jermain Church Hall just to name a few accessible places. The applicable places will be open to the public during certain hours to view the applicable assessment information. Mayor Manning asked if there would be electronic information. Mr. Gilchrist responded by saying that as much of the information will be placed on the City's website as possible. Mayor Manning requested that Mr. Gilchrist provide the date information to Christine Chartrand to place on the Council's agenda so they may attend the meetings.

PUBLIC COMMENT PERIOD

NONE

There being no further business to come before the Council a motion was made and seconded to adjourn into Executive Session. The meeting was adjourned into Executive Session at 7:25 P.M.

Respectfully Submitted,

Bruce A. Hidley
City Clerk and Clerk to the Council

**MINUTES OF THE MEETING OF EXECUTIVE SESSION OF THE COUNCIL OF
THE CITY OF WATERVLIET, THURSDAY, JANUARY 19, 2012.**

The Executive Session was called to Order by Mayor Michael P. Manning at 7:35 P.M.

Roll Call showed that Mayor Michael P. Manning, Councilwoman Ellen R. Fogarty and Councilman Nicholas W. Foglia were present.

Also present from City Administration were: Mark Gleason, General Manager, Yorden Huban, Corporation Counsel, Bruce A. Hidley, City Clerk and Clerk to the Council, Robert A. Fahr, Director of Finance, Police Chief Ron Boisvert and Fire Chief Scott Skinner.

ITEM #1 – Mayor Michael P. Manning opened the Executive Session by explaining that there is a very important Public Safety issue being addressed at this time. Mayor Manning then provided all in attendance with a complete overview of the public safety issue. A detailed discussion followed which included input from Chief Boisvert and Chief Skinner.

There being no further business to come before the Executive Session, a motion was made and seconded to adjourn the Executive Session. The Executive Session was adjourned at 8:20 P.M.

Respectfully Submitted,

Bruce A. Hidley
City Clerk and Clerk to the Council