

Town of Knox
Minutes of the 2018 Organizational Meeting of the Town Board
January 1st, 2018

The meeting was called to order at 12:02, followed by the Pledge of Allegiance to the Flag.

Immediately following the Pledge, Justice Corigliano performed the swearing in of returning officials and newly elected officials. Those sworn in on this day include Supervisor Lefkaditis, Councilman Dennis Barber, Councilman Barcomb, Tax Collector Diane Champion, Councilman Pritchard, Councilman Saddlemire, and Town Clerk, Traci Schanz.

Present on this date:

- Supervisor Lefkaditis
- Councilman Barber
- Councilman Barcomb
- Councilman Pritchard
- Councilman Saddlemire
- Town Superintendent of Highways Salisbury
- Town Clerk Traci Schanz

RESOLUTION 1-2018 – At 12:10 Motion to convene the public session was made by Supervisor Lefkaditis and seconded by Councilman Barber and was carried unanimously.

RESOLVED: to convene public session of Town Board meeting

RESOLUTION 2-2018 – At 12:11 A motion to suspend public session was made by Supervisor Lefkaditis, and seconded by Councilman Barber and was carried unanimously.

RESOLVED: to suspend public session to enter executive session to discuss personnel appointments.

RESOLUTION 3-2018 – At 12:26 A motion was made by Councilman Barcomb to reconvene the public session, seconded by Councilman Barber and carried unanimously.

RESOLVED: to reconvene public session of Town Board Meeting

RESOLUTION 4-2018 – A motion was made by Councilman Saddlemire and seconded by Councilman Pritchard to approve the Personnel Consent Agenda and carried unanimously:

RESOLVED: to approve Personnel Consent Agenda as follows:

Personnel Consent Agenda:

- a. Accept Resignation of Louis Saddlemire from the positions of Dog Warden and park laborer as of Dec. 31st, 2017
- b. Accept resignation Patricia Irwin from Conservation Advisory Council effective Dec, 31st, 2017
- c. Hire Brian Travis as Highway Department Laborer at a rate of \$15.31 for 2017 with a hire date of 12/11/2017
- d. Hire Brian Liddle as Highway Department Laborer at a rate of \$15.31 for 2017 with a hire date of 12/14/2017
- e. Hire Justin Lesser as Highway Department Laborer at a rate of \$15.31 for 2017 with a hire date of 12/22/2017

RESOLUTION 5-2018 -A motion was made by Councilman Pritchard and seconded by Councilman Barcomb to approve the Consent Agenda as listed, (**motion tabled pending motion #6-2018**).
Consent Agenda:

- a. Establish the Altamont Enterprise, a newspaper of general circulation, in the Town of Knox as the official newspaper of the Town of Knox and that notices by law be published therein.
- b. Establishing that the Key Bank and the Bank of Greene County be designated as depositories of all Town funds.
- c. Empower the Town Supervisor to invest funds in designated depositories in the form of interest bearing accounts as authorized by General Municipal Law section 11 and Education Law section 1604 and 1723-A and reserve funds as authorized by General Municipal Law section 86-F, Local Finance Law section 165.00 and Education Law section 36.52.
- d. **REMOVED PER RESOLUTION 6-2018** - Establish that regular meetings of the Town Board be held the second Tuesday of each month at 7:00 p.m., except for the November meeting, which shall be held on the first Wednesday following Election Day, and that the meetings shall be held at the Knox Town Hall.
- e. Empower the Town Supervisor in accordance with Section 1262 of the Tax Law as amended from time to time, and such other requirements as may be imposed by the Albany County Legislature, to implement the resolution adopted on April 25, 1970, by the Town Board, in relation to the Town's election to receive its distributive share of the proceeds of the additional sales tax during fiscal year 2018.
- f. Authorize the Superintendent of Highways to purchase equipment, materials and tools for Highway Department use not to exceed \$2,500.00 without Town Board approval.
- g. Establish the position of Deputy Supervisor

RESOLUTION 6-2018 – A motion was made by councilman Barcomb and seconded by Supervisor Lefkaditis to remove item 6(d) from the above consent agenda, and was carried unanimously.

RESOLVED: item 6(d) be removed from consent agenda above.

RESOLUTION 7-2018 – A motion was made by Supervisor Lefkaditis, seconded by Councilman Barcomb, to amend motion 5-2018 and approve consent agenda less item 6(d).

RESOLVED: that Consent Agenda above be approved less item 6(d).

RESOLUTION 8-2018 – A motion was made by Supervisor Lefkaditis and seconded by Councilman Barcomb to approved item 6(d) that was removed from Consent Agenda above as amended and was carried unanimously.

RESOLVED: that item 6(d) from Consent Agenda above be approved as amended as follows:
Establish Town Board meetings to be held on the second Tuesday of each month at 7:00pm except the November meeting which shall be held on the first Wednesday following Election Day and the September meeting which shall be held on the first Wednesday following Primary, and that all meetings shall be held at the Knox Town Hall.

RESOLUTION 9-2018 – A motion was made by Councilman Barcomb and seconded by councilman Saddlemire to approve Appointments to Town positions and carried unanimously:

RESOLVED: to approve appointments to town positions as follows for 2018:

Appointments to Town Positions:

- | | |
|--------------------|------------------------|
| a. Deborah Liddle | Clerk to the Justices |
| b. Gary Salisbury | Deputy Town Supervisor |
| c. Catherine Bates | Account Clerk I (PT) |

d. Elizabeth Walk	Deputy Tax Collector
e. Denise Hoffman	Deputy Town Clerk
f. John McGivern	Court Bailiff
g. Cheryl Baitsholts	Interim Dog Control Officer (PT)
h. Megan Mason	Emergency Preparedness Coordinator
i. Traci Schanz	Registrar of Vital Statistics (PT)
j. Deborah Liddle	Deputy Registrar of Vital Statistics
k. Matthew Schanz	Deputy Superintendent of Highways
l. Charlotte Fuss	Senior Services Coordinator
m. Patricia Lightbody	Deputy Senior Services Coordinator
n. Maryellen Gillis	Youth Services Coordinator
o. Kathleen Putzig	Historian
p. Daniel Sherman	Building Inspector (PT)
q. Richard Loucks	Assistant Building Inspector (PT)
r. Kenny Saddlemire	Climate Smart Communities Coordinator
s. Donald Wagoner	Interim Park Laborer 16.20 hr.
t. Richard Dexter	Landfill Attendant #1
u. Joseph Adriance	Landfill Attendant #2
v. Mark Young	Landfill Attendant #3
w. Mackenzie Hempstead	Minutes Recorder for Zoning Board of Appeals (PT)
x. Tiffany Snyder	Minutes Recorder for Planning Board (PT)
y. Charles Crary	Equipment Operator I 21.00 hr.
z. James Schager	Equipment Operator II 16.99 hr.
aa. Matthew Schanz	Equipment Operator II 19.99 hr. + .60hr (deputy pay) = 20.59
bb. Donald White	Equipment Operator I 21.57 hr.
cc. Donald Wagoner	Equipment Operator I 17.38 hr.
dd. Michael Sand	General Contractor (PT)

RESOLUTION 10-2018 – A motion was made by Councilman Barcomb and seconded by Councilman Saddlemire to approve the salary and frequency of payments for 2018 and carried unanimously.

RESOLVED: to approve salary and frequency of payments as follows for 2018

Salary and Frequency of Payments for 2018:

a. Town Supervisor	16,672.00 / year paid Quarterly
b. Councilmen (4)	3,825.00 / year paid Quarterly
c. Town Justices (2)	10,143.00 / year paid Quarterly
d. Clerk to the Justice	17.11 / Hour paid Quarterly
e. Deputy Town Supervisor	No Salary
f. Account Clerk I PT	21.80 / Hour paid Quarterly
g. Tax Collector	5,000.00 / year paid Quarterly
h. Deputy Tax Collector	13.27 / Hour paid Quarterly

i. Assessor I	12,608.00 / year paid Quarterly
j. Town Clerk	12,985 / year paid Quarterly
k. Deputy Town Clerk	13.27 / Hour paid Quarterly
l. Court Bailiff	2,200.00 / year paid Quarterly
m. Dog Warden PT	6,687.00 / year paid Quarterly
n. Emergency Preparedness Coordinator	222 .00 / year paid Quarterly
o. Registrar of Vital Statistics	1,618.00 / year paid Quarterly
p. Superintendent of Highways	57,911.76 / year paid Bi-Weekly
q. Senior Services Coordinator	500.00 / year paid Quarterly
r. Deputy Senior Services Coordinator	No Salary
s. Youth Services Coordinator	500.00 / year paid Quarterly
t. Town Historian	726.00 / year paid Quarterly
u. Building Inspector (PT)	9,522.00 / year paid Quarterly
v. Assistant Building Inspector (PT)	4,096.00 / year paid Quarterly
w. Landfill Attendants #1, #2 and #3	13.55 Hourly paid Bi-weekly
x. Minutes Recorder (PT) (Zoning/Planning)	13.27 Hourly paid Bi-weekly
y. Highway Department Laborer	15.79 / hr. Starting rate 2018
z. Equipment Operator I	16,19 / hr. Starting rate 2018
aa. Equipment Operator II	16.61 / hr. Starting rate 2018
bb. Deputy Superintendent of Highways	.60 additional/hr. paid Bi-weekly
cc. General Contractor (PT)	15.00 / Hourly paid Quarterly

RESOLUTION 11-2018 - A motion was made by Councilman Barcomb and seconded by Councilman Barber to approve a contract for legal services and was carried unanimously.

Supervisor Lefkaditis disclosed prior engagements with WOH stating the following:

- (1) WOH served as special counsel to the Village of Altamont in a tax assessment matter which has concluded.
- (2) WOH has served as counsel to a private funding company of which the Town Supervisor Vasilios Lefkaditis is a member. This matter was serviced by the firm's corporate department and has concluded.
- (3) WOH serves as counsel to real estate company of which the Town Supervisor Vasilios Lefkaditis is a member. This matter is serviced by another attorney in the firm.
- (4) WOH served as counsel to Highway Superintendent Gary Salisbury on a real estate matter which has concluded.
- (5) WOH provided service to the Berne Knox Westerlo Board of Education while Supervisor Lefkaditis and Councilman Barcomb were members of the board.

Supervisor Lefkaditis pointed out that this contract is a \$3,500.00 savings from the prior contract held with the previous Town Attorney, with a broader base of services and 60+ members of the firm.

RESOLVED: to authorize Supervisor to enter into a Professional Services Contract with Javid Afzali of Whiteman Osterman & Hanna LLP and Whiteman Osterman & Hanna LLP at a rate of \$180.00 per hour not to exceed \$15,000.00 annually contingent upon the Town being provided with proof of appropriate malpractice insurance for Whiteman Osterman & Hanne LLP in an amount no less than \$1,000,000.00.

RESOLUTION 12-2018 – A motion was made by Councilman Saddle mire and seconded by Councilman Pritchard to instruct the Town Supervisor to submit annual reports and was carried unanimously.

RESOLVED: to instruct Town Supervisor to submit to the Town Clerk within 60 days after close of the 2017 fiscal year a copy of the Annual Financial Report submitted to the State Comptroller, pursuant to Section 30 of the General Municipal Law, and the Town Clerk shall thereafter cause a summary of said report to be published within ten (10) days of receipt thereof, in proper form, in the Official Town Newspaper; said report to be in lieu of the report required by Section 29(10) of New York State Town Law.

RESOLUTION 13-2018 – A motion was made by Councilman Barcomb and seconded by Councilman Pritchard to Restate Appointments to Zoning Board of Appeals and passed unanimously.

RESOLVE: to restate appointments to the Zoning Board of Appeals as follows:

Vacant	December 31, 2024
Eric Marczak	December 31, 2023
James McDonald	December 31, 2022
Vacant	December 31, 2021
Susan Mason	December 31, 2020
Kenneth Kirik	December 31, 2019
Doug Roether	December 31, 2018

Supervisor Lefkaditis will email the Board after attending the next ZBA meeting with the ZBA's choice of a Chairman and the appointment of vacancies to the Zoning Board of Appeals will be discussed at the January Board meeting.

RESOLUTION 14-2018 – A motion was made by Councilman Barcomb and seconded by Supervisor Lefkaditis to appoint Dennis Barber as Liaison member to the ZBA And was carried unanimously.

RESOLVED: that Dennis Barber be appointed liaison to the Zoning Board of Appeals for 2018.

RESOLUTION 15-2018 – A motion was made by Councilman Barcomb and seconded by Supervisor Lefkaditis to Restate Appointments to the Knox Planning Board and passed unanimously.

RESOLVED: to restate appointments to the Knox Planning Board as follows:

VACANT	December 31, 2024
Betty Ketchum	December 31, 2023
Debra Nelson	December 31, 2022
Robert Gwin	December 31, 2021
Thomas Wolfe	December 31, 2020
Robert Price	December 31, 2019
Brett Pulliam	December 31, 2018

The appointment of vacancies to the planning board will be discussed at the January Board meeting.

RESOLUTION 16-2018 – A motion was made by Councilman Saddlemire and seconded by Supervisor Lefkaditis to Appoint Tom Wolfe as Chairman of the Planning Board for 2018. The vote was 3 YES, 2 NAYS, with Supervisor Lefkaditis, Councilmen Saddlemire and Pritchard voting YES, and Councilmen Barcomb and Barber voting NAY. The motion carried.

RESOLVED: that Tom Wolfe be appointed Chairman of the Knox Planning Board for 2018

RESOLUTION 17-2018 - A motion was made by Councilman Pritchard and seconded by Councilman Barcomb to Appoint Vasilios Lefkaditis as Liaison member to the Planning Board and was carried unanimously.

RESOLVED: that Vasilios Lefkaditis be appointed as liaison to the Knox Planning Board for 2018.

RESOLUTION 18-2018 – A motion was made by Councilman Barber and seconded by Supervisor Lefkaditis to Restate Appointments to the Board of Assessment Review and passed unanimously.

RESOLVED: to restate the appointments of the Board of Assessment Review as follows:

Vacant	September 30, 2022
Howard Zimmer	September 30, 2021
Tim Frederick (Chairman)	September 30, 2020
Gerald Irwin	September 30, 2019
Jocelyn Farrar	September 30, 2018

The appointment of vacancies to the Board of Assessment Review will be discussed at the January meeting.

RESOLUTION 19-2018 – A motion was made by Councilman Pritchard and seconded by Councilman Barcomb to Appoint Tim Frederick as Chairman to the Knox Board of Assessment Review and carried unanimously.

RESOLVED: to appoint Tim Frederick as Chairman to the Board of Assessment Review for 2018.

RESOLUTION 20-2018 – A motion was made by Councilman Saddlemire and seconded by Councilman Barcomb to Appoint Members to the Knox Youth Council for 2018 and passes unanimously.

RESOLVED to appoint members to the Knox Youth Council for 2018 as follows:

Maryellen Gillis	Sandra Quay
Darcy Cyr	Tiffany Snyder
Sarah Pasquini	Megan Murphy
Maria Evans	Peter Evans

Supervisor Lefkaditis stated how pleased he was with the progress of the Youth Council.

RESOLUTION 21-2018 - A motion was made by Councilman Barcomb and seconded by Councilman Pritchard to appoint Supervisor Lefkaditis as Liaison member to the Knox Youth Council and was carried unanimously.

RESOLVED: to appoint Vasilios Lefkaditis as the liaison to the Knox Youth Council for 2018.

RESOLUTION 22-2018 - A motion was made by Councilman Saddlemire and seconded by Councilman Barcomb to Restate Appointments to the Conservation Advisory Council and was carried unanimously.

RESOLVED: to restate the appointment of the Conservation Advisory Council as follows:

VACANT	December 31, 2019
VACANT	December 31, 2019
VACANT	December 31, 2019
Tony Forti	December 31, 2018
Peter Shunney	December 31, 2018
Dee Woessner	December 31, 2018
VACANT	December 31, 2018

The appointment of vacancies to the Conservation Advisory Council, as well as a Chairman to the Conservation Advisory Council will be discussed at the January Board meeting.

RESOLUTION 23-2018 - A motion was made by Councilman Saddlemire and seconded by Councilman Barber to appoint Board member Earl Barcomb as a Liaison member to the conservation Advisory Council, and was carried unanimously.

RESOLVED: to appoint Earl Barcomb as liaison to the Conservation Advisory Council for 2018.

RESOLUTION 24-2018 – A motion was made by Councilman Barcomb and seconded by Councilman Pritchard to appoint members to the Board of Ethics and was carried unanimously.

RESOLVED: to appoint members to the Board of Ethics for 2018 as follows:

Dennis Barber (TB Member)
Clark Conklin
John Graves

The appointment of members to the Agricultural Committee will be discussed at the January Board meeting.

RESOLUTION 25-2018 - A motion was made by Councilman Barcomb and seconded by Councilman Saddlemire to appoint members to the Knox Broad Band Committee for 2018 and was passed unanimously.

RESOLVED: to appoint members to the Knox Broad Band Committee for 2018 as follows:

Ryan Cole
Dwayne Rockenstyre
Vasilios Lefkaditis (TB Member)

Councilman Barber welcomed all of the new Town Board members, all whom are lifelong residents of the Town, and wished them well. He also thanked Lou Saddlemire for over 30 years of service to the community in the parks and around the Town and said Mr. Saddlemire will be greatly missed. Supervisor Lefkaditis spoke briefly about the dog catcher position within the Town, stating that Cheryl Baitshots will be the interim dog catcher. Supervisor Lefkaditis spoke with the Town Supervisors of Berne and Rensselaerville, stating these supervisors are ok with this interim position. Cheryl Baitsholts has room in her kennels and has more than 20 years experience, and is happy to help out until a permanent replacement is found. Official advertising for open positions will be discussed at the January Board meeting.

Supervisor Lefkaditis passed along a nice gesture that was shown to him by previous Board Member Amy Pokorny when he was elected, by passing out Flags to all members of the Board and to Tax Collector Diane Champion.

There were no questions/comments from the audience.

RESOLUTION 26-2018 - At 12:50pm, a motion was made by Councilman Barcomb, seconded by Councilman Barber to adjourn the organizational meeting and was unanimously approved.

RESOLVED: to adjourn the meeting.

Respectfully Submitted,


Traci Schanz

Knox Town Clerk

January 3, 2018