

**TOWN OF KNOX
REGULAR MEETING
APRIL 12, 2011**

PRESENT: Supervisor Hammond
Councilwoman Gage
Councilwoman Nagengast
Councilman Stevens
Councilman Viscio

ALSO: Town Clerk Swain
Highway Superintendent Salisbury

ABSENT: Town Attorney Dorfman

The meeting was called to order at 7:30 p.m. with the Pledge of Allegiance to the Flag.

RESOLUTION #52 - APPROVAL OF MINUTES

On motion of Councilman Stevens, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0
RESOLVED that the minutes of the March 2011 Meeting be approved.

RESOLUTION #53 - APPROVAL OF MONTHLY REPORTS

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0
RESOLVED that the Reports of the Town Clerk and the Town Supervisor for the Month of March 2011 be approved.

RESOLUTION #54 - PAYMENT OF BILLS

On motion of Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0
RESOLVED that the Bills be paid on General Abstract # 004 of the General Fund, covering claims #92-116, and of the Highway Fund, covering claims #75-91 & 117 for the year 2011.

Matt Chase, Vice President of the Berne Knox Westerlo Little League approached the town board seeking board approval for the temporary installation of a batting cage and pitching machine in the baseball field. The batting cage and pitching machine will be in use, the last two weeks of April, the whole month of May and the first three weeks in June.

RESOLUTION #55 – APPROVE THE INSTALLATION OF PITCHING MACHINE AND BATTING CAGE IN THE BASEBALL FIELD

On motion of Councilman Stevens, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0
RESOLVED to authorize the temporary installation of a pitching machine and batting cage in the baseball field.

RESOLUTION #56 -AUTHORIZE SUPERVISOR TO MAKE PAYMENT OF \$150.00 TO

THE HELDERBERG KIWANIS FOR THE OBSERVANCE OF THE MEMORIAL DAY PARADE

On motion of Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Supervisor to make payment of \$150.00 to the Helderberg Kiwanis for the observance of the Memorial Day Parade.

RESOLUTION #57 - AUTHORIZE SUPERVISOR TO SIGN CONTRACT WITH SCHINDLER FOR THE YEARLY MAINTENANCE OF ELEVATOR

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Supervisor to sign contract with Schindler for the yearly maintenance and safety inspection of the town hall elevator for \$984.00.

Town Board Members reviewed a quote from Albany Protective Service, Inc. for the installation of security cameras in the Town Hall. The total purchase and installation cost is \$7,113.00. Supervisor Hammond reported that BJ's Wholesale Club sold a security camera package for \$529.99, and Hammond has the capability to install it.

RESOLUTION #58 – AUTHORIZE SUPERVISOR HAMMOND TO PURCHASE SECURITY CAMERAS NOT TO EXCEED \$2,500.00

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Supervisor Hammond to purchase security cameras and other necessary items to install the system, not to exceed \$2,500.00.

Highway Superintendent Salisbury reported a change in the recycling of electronics. New York State Department of Environmental Conservation (NYS DEC) states that if municipalities continue to collect electronics after January 1, 2011, the town's must meet the same requirements as "electronic waste collection sites" under the NYS Electronic Equipment Recycling And Reuse Act. NYS DEC requires all municipalities that continue electronic collection obtain a permit from the state, the yearly cost for this permit is \$250.00.

RESOLUTION #59 – APPROVE APPLICATION PROCESS FOR THE PERMIT FOR ELECTRONIC RECYCLING FROM NYS DEC

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to approve application process for the permit and Town Attorney Dorfman to review the application before submitted.

Supervisor Hammond reported he received a check from NYS Office of Court Administration in the amount of \$25,000.00 to offset the cost of the town hall court room construction.

RESOLUTION #60 – AUTHORIZE SUPERVISOR HAMMOND TO DEPOSIT \$25,000.00 IN TO THE CAPITAL FUND

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize the supervisor to deposit \$25,000.00 into the Capital Fund.

Town Board discussed accessibility to the records room. Town Clerk Swain reported that as Record Management Officer, she is responsible for all records kept in that location. Supervisor Hammond suggested that the shelving be secured for different departments within the town. Supervisor Hammond and Highway Superintendent Salisbury to discuss fabricating security cages for each designated area for the Town Clerk, Supervisor and Court.

Councilman Viscio reported he has ordered the projector system.

Robert Price announced the date of the 44th Annual Gas Up, which will be held June 11th and 12th and June 18th and 19th.

RESOLUTION #61 - AUTHORIZE TOWN OF KNOX TO PARTICIPATE IN THE TOWN OF BETHLEHEM'S HOUSEHOLD HAZARDOUS WASTE DAY

On motion of Councilman Viscio, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Town of Knox to participate in the Town of Bethlehem's Household Hazardous Waste Day on May 7, from 8:00a.m. to 1:00p.m.

Town Clerk to advertise on the Hilltown Channel 17 News, the Altamont Enterprise and place notice on the town's website.

RESOLUTION #62 – AUTHORIZE HIGHWAY SUPERINTENDENT SALISBURY TO DESTROY DOCUMENTS LISTED ON THE RECORDS MANAGEMENT: DESTRUCTION FORM #4-12-11(see attached form)

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to destroy documents listed on the Records Management: Destruction Form #4-12-11 with the exception time cards.

Councilman Stevens reported that the AED is on state contract, \$2,400.00 with training.

Highway Superintendent Salisbury reported that the container for glass, cans, etc. is rotted on the bottom and needs to be replaced.

RESOLUTION #63 – AUTHORIZE SUPERINTENDENT TO PURCHASE A NEW ROLL OFF CONTAINER IN THE AMOUNT OF \$6,334.00

On motion of Councilman Viscio, seconded by Councilwoman Gage, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Highway Superintendent Salisbury to purchase a new roll off container for \$6,334.00.

Highway Superintendent Salisbury reported that the Town of Berne and maybe another town would like to hold a Defensive Driving Course at the Town Hall.

On motion from Councilwoman Gage, seconded by Councilwoman Nagengast and

unanimously approved, the meeting was adjourned at 9:09 p.m.

Respectfully submitted,
April 19, 2011

Kimberly D. Swain