

**Town of Knox
Regular Meeting
May 13, 2014**

PRESENT: Supervisor Hammond
Councilwoman Pokorny
Councilman Viscio
Councilman Decker
Councilman Barber

ALSO: Town Attorney Dorfman
Town Clerk Murphy
Highway Superintendent Salisbury

The meeting was called to order at 7:33 p.m. with the Pledge of Allegiance to the Flag.

Judy Petrosillo, Manager of the Berne Library reported to the board on the 2013 Annual Report. The highlight of 2013 was the move to their new location at 1763 Helderberg Trail. Judy extended her thanks to all of the Knox residents who pitched in to help and volunteer with this move. Currently, there are 1,153 total library card holders, 187 are Knox residents. There were 7,971 library visitors in 2013. The library has 14,254 total items in collection, 955 items were added in 2013. Updates have been made to video/audio collections with a transition to DVD and CD as well as access to 16,288 E-books and 5,163 E-audios from UHLS.

The operating budget for 2013 was \$38,011; the operating disbursements were \$38,230. Of the operating fund \$22,153 covers the five part-time staff salaries.

There were 166 total programs offered by the library in 2013 with 2,765 program attendees. Story time, adult book clubs, family movie night and the summer reading program are still offered among others and attendance is expected to increase with the new available space in the new location.

Supervisor Hammond opened the floor for public comment:

Lisa Pitt presented the Town Board with a proposal to modify the noise ordinance to include a decibel limit for motorized vehicles and to have complainant pay for required testing for “unreasonable noise” complaint.

Mike Venuti and Chuck Medich presented the board with a complaint about the condition of the neighbor’s properties at 518 Bozenkill Road. Photos were submitted for review showing the neglected condition of the house and 2 abandoned vehicles, which have recently been vandalized, stating that this property is an eye-sore and a hazard which is hurting property values for that area. Both residents are asking the board for help in getting this property cleaned up.

Town Attorney John Dorfman stating that he would first locate the current owner listed on the

tax records and work on addressing the issue.

Councilwoman Pokorny discussed the Comprehensive Plan update and reviewed Nan Stolzenburg's final suggestions on how to proceed with the public survey.

1. Number of Responses – Recommendation: one (1) per household to be collaborated on with the option of another copy available in the Town Clerk's office.
2. Security of online survey – Recommendation: surveys should be anonymous (without signature) to prevent apprehension to participate.
3. Online vs. Paper copy – Recommendation: offer both for maximum participation.
4. Follow-up to surveys – Recommendation: just send reminders, i.e. postcards, notices on website and facebook, local paper, but no tracking and contacting.

Councilwoman Pokorny reported that she has already tested out SurveyMonkey and believes it will work well with the format of the public survey. She will be able to set up the online survey and have the paper copies mailed by the June meeting. The cost to use SurveyMonkey is \$228/year or \$28/month. Councilwoman Pokorny stated that the most cost effective way to do it would be the monthly fee for a total of 3 months at a total cost of \$84. SurveyMonkey will tally the results of the online surveys into an excel format with advanced features available for reporting.

Councilman Viscio suggested that a paper copy be sent to each household with a cover letter explaining the one copy per household as well as the online option through SurveyMonkey and a request for a response within 30 days.

RESOLUTION #59-2014 – AUTHORIZE COUNCILWOMAN POKORNY TO WRITE COVER LETTER AND SET UP ONLINE SURVEY FOR RESPONSE IN 30 DAYS

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

RESOLVED to authorize Councilwoman Pokorny to write cover letter and set up online survey for response in 30 days.

Supervisor Hammond announced that the Girl Scout group was unable to attend the meeting to make their presentation to the board because of a delay in a basketball game. They have requested to have a separate meeting with Supervisor Hammond and Councilman Barber to discuss the "Tot Lot" sandbox to be put in the vicinity of the main picnic pavilion. Supervisor Hammond will report back to the board at the next meeting.

Supervisor Hammond explained further the "Tot Lot" project which will include the sandbox as well as other small equipment and toys for younger aged children. They have looked at the site

and have decided to wait for it to dry up a bit more before starting any work there. The Girl Scouts will have to have the project completed by the end of the summer in order to receive their badge for the project.

Supervisor Hammond reported that the Albany County Veterans Services Bureau has requested using some space at Town Hall to provide periodic outreach services to local Veterans. The services to be provided were reviewed by Supervisor Hammond and include such things as compensation and pension benefits, education benefits, burial allowances, job referrals, and overall guidance on the benefits of their services. These services are provided free of charge to Veterans. Supervisor Hammond proposed that Town Board have space available on an as needed basis with Albany County Veteran Services on Wednesdays during normal Town Clerk hours.

RESOLUTION #60-2014 – PROVIDE AVAILABLE SPACE ON AN AS NEEDED BASIS FOR THE ALBANY COUNTY VETERANS SERVICE BUREAU

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

RESOLVED provide available space on an as needed basis for the Albany County Veterans Service Bureau.

Ed Ackroyd asked about the status of the Veteran's exemptions.

Supervisor Hammond responded that the exemption information has been sent to the board members for review and that he will be meeting with the Town Assessor shortly to review the numbers further.

Supervisor Hammond congratulated Mary Sherman on receiving the 2014 Outstanding Contributions by a Senior Award from the NYS Office for the Aging, stating that the award was well deserving in recognition of all of Mary's public service and volunteer efforts.

Supervisor Hammond read the Request for Proposal ad for painting or siding the museum that was printed in the *Altamont Enterprise* before reviewing the received proposals.

1. Home Magic, Esperance NY – Proposal for all necessary prep work for vinyl siding and matching shutters. Total = \$20,500
2. Wright-Way Custom Siding & Trim – Proposal for vinyl siding and shutters, total = \$27,950; Proposal for scraping and painting, total = \$15,750

After discussing the presented proposals the board decided that the issue requires further discussion with the town historian and historical society before making a final decision on vinyl siding versus painting.

Chris Curvin spoke to the board about the maintenance of the "Kiwanis" little league field. After

putting it out to bid with several professional companies they realize this is not an option and will be way too expensive. Two local people have offered for \$900/year to maintain it but before they agree to this they are wondering what the little league responsibility is and wondering if something can be worked out with the town or with the Kiwanis club who was a sponsor in the past.

Supervisor Hammond responded that the field is privately owned so the town could not get involved in the maintenance. The board suggested reaching out to the land owner to see what options are available. Councilwoman Pokorny stated that she would also discuss this with the Kiwanis group about sponsorship options.

Robert Price reported that the Planning Board will need to hire a new Secretary and requested that an ad be placed in the local paper. Supervisor Hammond requested that a letter of resignation be obtained from the current secretary and then they will proceed with an advertisement.

John Elberfeld asked about the status of a list of questions sent to Bob Delaney for review and asked about the future prospect of the Highlands Restaurant.

RESOLUTION #61-2014 - PAYMENT OF BILLS

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

RESOLVED that the Bills be paid on General Abstract #05 of the General Fund, covering claims #106-123 in the amount of \$11,125.99 and of the Highway Fund, covering claims #124-139 in the amount of \$14,231.77 for the year 2014.

RESOLUTION # 62-2014 - APPROVAL OF MONTHLY REPORTS

On motion of Councilman Viscio, seconded by Councilman Decker, 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 April 2014 be approved.

RESOLUTION # 63-2014 - APPROVAL OF MINUTES

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

RESOLVED that the minutes of the April 8, 2014 meeting be approved.

Highway Superintendent Salisbury presented Town Attorney Dorfman with a sample agreement from Guilderland for the shared services project. The draft came from an agreement between the Town of New Scotland and Bethlehem and will need to be reviewed by Attorney Dorfman. Salisbury also stated that an ad for a mechanic will need to be put together soon to fill the open position.

Supervisor Hammond and Highway Superintendent Salisbury attended a Shared Services meeting to represent the Town of Knox and provide feedback about what would work best for Knox. Supervisor Hammond will be attending a meeting to discuss how towns can stay under the 2% cap as well as a meeting to learn about the expectations of a towns response to disasters and will report back to the board on these next month.

Concrete has been poured and mailboxes will be installed this week. Supervisor Hammond will talk with the Postmaster in Berne to find out when the new boxes can begin being used.

Councilwoman Pokorny reported on the Town of Knox participation in the Capital Region Recycling Partnership “Go Green” event on April 26th at the Farnsworth Middle School in Guilderland. Over 500 people attended and they have asked the Town of Knox to participate again next year.

With no further business, on a motion of Councilwoman Pokorny, seconded by Councilman Viscio, the meeting was adjourned at 9:35 p.m. Carried unanimously.

Respectfully Submitted,
May 19, 2014

Tara Murphy