



Knox Town Board Minutes

Reorganizational Meeting

January 1, 2023

P.O. Box 116 • Knox, New York • 12107 • Phone 518-872-2551 • www.knoxny.org

The meeting was called to order at 10:00 AM by Supervisor Pokorny, followed by the Pledge of Allegiance.

Present on this date:

- Supervisor Pokorny
- Councilman Cyr
- Councilman Pritchard
- Councilman Saddlemire
- Councilwoman Springer
- Town Clerk Schanz
- Highway Superintendent Schanz

The Supervisor began the meeting with a re-cap of last years projects and accomplishments and thanked the Board for working cooperatively and supportively.

RESOLUTION 001-2023 - A motion was made by Councilman Cyr seconded by Councilwoman Springer to accept the consent agenda with items a-h as presented.

Consent Agenda:

- 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.
- Establish that the Pioneer Bank and the Bank of Greene County be designated as depositories of all Town funds.
- 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.
- Establish that regular meetings of the Town Board be held the second Tuesday of each month at 7:00 p.m., with exception to the November meeting which shall be held Wednesday following Election Day (11/8/23), and that the meetings shall be held at the Knox Town Hall.
- 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 2023.

f. Authorize the Superintendent of Highways to purchase equipment, materials and tools for Highway Department use not to exceed \$5,000.00 without Town Board approval.

g. Establish the mileage reimbursement rate at \$0.585 per mile.

h. Authorize Supervisor to pay monthly expenses associated with Employee Health Insurance, NYS retirement, Justice Court Funds, and National Grid Lighting District, Health Insurances, Postage fees, Library fees, ALS and ALS services and Fire district fees.

This motion carried unanimously.

RESOLVED: to accept the consent agenda with items a-h as presented

RESOLUTION 002-2023 - A motion was made by Councilman Saddle mire seconded by Councilman Pritchard to accept all appointments to town positions as presented. This motion carried unanimously.

RESOLVED: to accept all appointments to town positions as presented.

RESOLUTION 003-2023 A motion was made by Councilman Cyr seconded by Councilman Pritchard to approve the 2023 salary and frequency of payments as presented. This motion carried unanimously

RESOLVED: to approve the 2023 salary and frequency of payments as presented.

Employee Name	s/h	emp stat	Job	Pay Rate	annual / hourly
A				Schedule	
Ackroyd, Valerie	Salaried	apt	Zoning Board Secretary	quarterly	\$ 1,248.00
Barber, Dennis P	Salaried	apt	Historian	quarterly	\$ 755.04
Bates, Catherine H	Hourly	apt	Book keeper	hourly	\$ 23.86
Cyr, Dennis P	none	apt	deputy town supervisor	none	\$ -
Liddle, Deborah L	Hourly	apt	Court clerk	quarterly	\$ 17.79
Loucks, Richard C	Salaried	apt	Assistant Building inspector	quarterly	\$ 4,259.84
Maxwell, Justin F	Salaried	apt	Assessor	quarterly	\$ 13,112.32
Mcgivern, John	Salaried	apt	Court bailiff	quarterly	\$ 3,120.00
Saddle mire, Ken 2nd	Salaried	apt	Emergency Preparedness Coordinator	quarterly	\$ 230.88
Saddle mire, Ken 3rd	none	apt	climate smart communities coordinator	none	\$ -
Salisbury, Nicole E	Salaried	apt	Dog Contol Officer	quarterly	\$ 6,954.48
Schanz, Traci J 2nd	Salaried	apt	deputy registrar of vital statistics	quarterly	\$ 1,682.72
appoint	hourly	apt	Deputy Town Clerk	quarterly	\$ 13.80
Sherman, Daniel A	Salaried	apt	Building Inspector	quarterly	\$ 9,902.88
Snyder, Tiffany L	Salaried	apt	Planning Board Secretary	quarterly	\$ 1,248.00
Dayle Hempstead	hourly	apt	Deputy Tax Collector	quarterly	\$ 13.27
appoint	Salaried	apt	senior services coordinator	quarterly	\$ 520.00
appoint	Salaried	apt	youth services coordinator	quarterly	\$ 520.00
Cyr, Dennis P	Salaried	elec	Town Council	quarterly	\$ 3,978.00
Donati, Bonnie J	Salaried	elec	Judge	quarterly	\$ 10,545.60
Francis, Timothy P	Salaried	elec	Judge	quarterly	\$ 10,545.60
Pritchard, Karl L	Salaried	elec	Town Council	quarterly	\$ 3,978.00
Russell W Pokorny	Salaried	elec	Town Supervisor	quarterly	\$ 17,413.76
Saddle mire, Ken	Salaried	elec	Town Council	quarterly	\$ 3,978.00
Schanz, Matthew D 2nd	Salaried	elec	Highway Administrator	quarterly	\$ 5,200.00
Schanz, Matthew D	Salaried	elec	Highway Superintendent	bi-weekly	\$ 63,275.76
Schanz, Traci J	Salaried	elec	Town Clerk	quarterly	\$ 13,774.51
Springer, June M	Salaried	elec	Town Council	quarterly	\$ 3,978.00
Walk, Elizabeth	Salaried	elec	Tax Collector	quarterly	\$ 5,200.00
Arnold, Ronald L	Hourly	hwy	equipment operator I	hourly	\$ 19.30
Crary, Charles A	Hourly	hwy	equipment oerator I	hourly	\$ 24.44
Delligan, Kevin M	Hourly	hwy	equipment oerator II	hourly	\$ 22.36
Anthony Miller	Hourly	hwy	equipment oerator I	hourly	\$ 20.90
Schager, James	Hourly	hwy	equipment operator II	hourly	\$ 22.36
Schager, James	Hourly	hwy	deputy superintendent of highways	hourly	\$ 0.62
Mattice, James M 2nd	Hourly	park	Park Maintenance Backup	hourly	\$ 15.56
Mattice, James M 3rd	Hourly	hwy	equipment operator I	hourly	\$ 19.30
Weiler Jr., Raymond	Hourly	park	Town and Park Maintenance	hourly	\$ 20.90
Cerutti, Gina M	Hourly	ts	Transfer Station Attendant	hourly	\$ 16.60
Mattice, James M	Hourly	ts	Transfer Station Attendant	hourly	\$ 15.56
Weiler, Kyle A	Hourly	ts	Recycling and Trash Hauling	hourly	\$ 20.90
White, Donald	Hourly	ts	Transfer Station Attendant	hourly	\$ 15.56

RESOLUTION 004-2023 - A motion was made by Councilwoman Springer seconded by Councilman Pritchard to Instruct the Town Supervisor to submit to the Town Clerk within 60 days after close of the 2022 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. This motion carried unanimously.

RESOLVED: to Instruct the Town Supervisor to submit to the Town Clerk within 60 days after close of the 2022 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 005-2023 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to restate the appointments to the Zoning board of Appeals as presented.

Kristian Snyder December 31, 2026

Rose Prichard December 31, 2025

Ernest Cupernall December 31, 2024

Lee Empie December 31, 2023

This motion carried unanimously.

RESOLVED: to restate the appointments to the Zoning board of Appeals as presented.

RESOLUTION 006-2023 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to appoint Susan Mason to the Zoning Board of Appeals with a term ending December 31, 2027. This motion carried unanimously.

RESOLVED: to appoint Susan Mason to the Zoning Board of Appeals with a term ending December 31, 2027.

RESOLUTION 007-2023 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to appoint Kristian Snyder as Chairman of the Zoning Board of Appeals with a term ending December 31, 2026. This motion carried unanimously.

RESOLVED: to appoint Kristian Snyder as Chairman of the Zoning Board of Appeals with a term ending December 31, 2026.

RESOLUTION 008-2023 - A motion was made by Supervisor Pokorny seconded by Councilman Pritchard to appoint Councilman Cyr as the Ex- Officio to the ZBA. This motion carried unanimously.

RESOLVED: to appoint Councilman Cyr as the Ex-Officio to the ZBA.

RESOLUTION 009-2023 - A motion was made by Councilman Cyr seconded by Councilwoman Springer to restate the appointments to the Planning Board as presented. This motion carried unanimously.

Todd LaGrange December 31, 2028

Thomas Wolfe December 31, 2027

Edward Ackroyd December 31, 2026

Kurt Johnson December 31, 2025

William Pasquini December 31, 2024

Elizabeth Ketcham December 31, 2023

RESOLVED: to restate the appointments to the Planning Board as presented.

RESOLUTION 010-2023 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to appoint Debra Nelson as a member of the Planning Board with a term ending December 31, 2029. This motion carried unanimously.

RESOLVED: to appoint Debra Nelson as a member of the Planning Board with a term ending December 31, 2029.

RESOLUTION 011-2023 - A motion was made by Councilwoman Springer seconded by Councilman Cyr to appoint Dierdra Keating as an alternate member of the Planning Board. This motion carried unanimously.

RESOLVED: to appoint Dierdra Keating as an alternate member of the Planning Board.

RESOLUTION 012-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to appoint Tom Wolfe as the Chair of the Planning Board with a term ending December 31, 2026. This motion carried unanimously.

RESOLVED: to appoint Tom Wolfe as the Chair of the Planning Board with a term ending December 31, 2026.

RESOLUTION 013-2023 - A motion was made by Supervisor Pokorny seconded by Councilman Pritchard to appoint Councilwoman Springer as the Ex- Officio to the Planning Board. This motion carried unanimously.

RESOLVED: to appoint Councilwoman Springer as the Ex- Officio to the Planning Board.

RESOLUTION 014-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to continue to retain Bond Schoeneck & King LLP and Monaco Cooper Lamme & Carr, PLLC as legal representation for legal services for the Town of Knox. This motion carried unanimously.

RESOLVED: to continue to retain Bond Schoeneck & King LLP and Monaco Cooper Lamme & Carr, PLLC as legal representation for legal services for the Town of Knox.

RESOLUTION 015-2023 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to restate the appointments to the Conservation Advisory Council as presented.

Eric Marczack December 31, 2023
Amy Pokorny December 31, 2023
Brigette McAuliffe December 31, 2023

This motion carried unanimously.

RESOLVED: to restate the appointments to the Conservation Advisory Council as presented.

RESOLUTION 016-2023 - A motion was made by Councilman Cyr seconded by Councilwoman Springer to appoint new members to the Conservation Advisory Council as presented.

Peter Farquharson December 31, 2024
Nelson Kent December 31, 2024

This motion carried unanimously.

RESOLVED: to appoint new members to the Conservation Advisory Council.

RESOLUTION 017-2023 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to appoint Eric Marczack as the chair of the Conservation Advisory Council as presented. This motion carried unanimously.

RESOLVED: to appoint Eric Marczack as the chair of the Conservation Advisory Council as presented.

RESOLUTION 018-2023 - A motion was made by Councilwoman Springer seconded by Councilman Cyr to restate the appointments to the Broadband Committee as presented. This motion carried unanimously.

Beth van Bladel
Tom Wolfe
Jim Corigliano

RESOLVED: to restate the appointments to the Broadband Committee as presented.

RESOLUTION 019-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard to appoint Clark Conklin, Dierdra Keating, and June Springer to the Board of Ethics Review for 2023. This motion carried unanimously.

RESOLVED: to appoint Clark Conklin, Dierdra Keating, and June Springer to the Board of Ethics Review for 2023.

RESOLUTION 020-2023 - A motion was made by Councilman Pritchard seconded by Councilman Cyr to restate the appointments to the Board of Assessment Review as presented. This motion carried unanimously.

Justin Zimmer September 30, 2026
Timothy Frederick September 30, 2025
Gerald Irwin September 30, 2024
Jocelyn Farrar September 30, 2023

RESOLVED: to restate the appointments to the Board of Assessment Review as presented.

RESOLUTION 021-2023 – A motion was made by Councilwoman Springer seconded by Councilman Pritchard to appoint new member Evan Johnson with a term ending September 30, 2027, to the Board of Assessment Review. The motion carried unanimously.

RESOLVED: to appoint members as stated to the Board of Assessment Review

RESOLUTION 022-2023 - A motion was made by Councilwoman Springer seconded by Councilman Saddlemire to appoint Timothy Frederick as Chairman of the Board of Assessment Review of with a term ending on December 31, 2025. This motion carried unanimously.

RESOLVED: to appoint Timothy Frederick to the Board of Assessment Review and as Chairman of the Board of Assessment Review with a term ending on December 31, 2025.

RESOLUTION 023-2023 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to restate the appointments to the Agricultural Advisory Committee as presented. This motion carried unanimously.

Jay Francis December 31, 2026
Evan Taylor December 31, 2025
Brian Wilson December 31, 2024
Gary Kleppel December 31, 2023
Elizabeth Ketcham, Ex-officio, Knox Planning Board
Kenneth Saddlemire, Ex-officio, Knox Town Board

RESOLVED: to restate the appointments to the Agricultural Advisory Committee as presented.

RESOLUTION 024-2023 – A motion was made by Councilman Cyr seconded by Councilwoman Springer to appoint new member Amanda Terhune to the Agricultural Advisory Committee with a term ending September 30, 2027. The motion carried unanimously.

RESOLVED: to appoint new member Amanda Terhune to the Agricultural Advisory Committee with a term ending September 30, 2027.

RESOLUTION 025-2023 - A motion was made by Councilwoman Springer seconded by Councilman Pritchard to appoint Gary Kleppel as Chairman of the Agricultural Advisory Committee with a term ending on December 31, 2023. This motion carried unanimously.

RESOLVED: to appoint Gary Kleppel as the Chair of the Agricultural Advisory Committee with a term ending on December 31, 2023.

There was a brief discussion at the end of the meeting regarding recent accidents that took place at the intersection of Knox Cave Road and Route 156. There are several concerns for safety at this intersection. Supervisor Pokorny will reach out to the State to see what can be done to improve the safety at this location.

RESOLUTION 026-2023 - A motion was made by Councilman Saddlemire seconded by Councilman Pritchard adjourn the meeting. This motion carried unanimously.

RESOLVED: to adjourn the meeting.

Respectfully submitted,

Traci Schanz

Traci Schanz
Knox Town Clerk