

**Town of Knox  
Regular Meeting  
December 12, 2017**

- PRESENT:** Supervisor Lefkaditis  
Councilman Barcomb  
Councilman Barber  
Councilwoman Pokorny  
Councilman Hanley
- ALSO:** Town Clerk Murphy  
Highway Superintendent Salisbury
- ABSENT:** Town Attorney Dorfman

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance to the Flag followed by a moment of silence for Emma Stevens who passed away at the age of 105.

**4. PRESENTATIONS:**

- a. Supervisor Lefkaditis thanked the exited officials including: Councilwoman Pokorny, Councilman Hanley, Town Clerk Murphy, Judge Gagnon, Attorney Dorfman, and Highway employee Lauren Schafer who will be retiring at the end of 2017.

Hwy Superintendent Gary Salisbury added that Lauren has worked for the town for over 37 years and will be hard to replace. Councilman Barber thanked Councilwoman Pokorny for all of her years of service and dedication; Councilman Hanley for all his work with the Youth services in the town; Town Clerk Murphy for creating the new town website, for the Archive Grant and dedicated service as town clerk. Councilman Barcomb expressed gratitude for Judge Gagnon's years of service to the town.

- b. Liaison Reports:
- a. PB – discussing the business district on Rt. 146 with more discussion and a presentation at the upcoming meeting 12/14/17.
  - b. Agriculture Com. – Gary Kleppel held a wonderful presentation for young/beginning farmers in early December with representatives from many state agencies as well as Senator Amedore. The wealth of information given was well received and a success.
  - c. ZBA – Application was received for the Foxenkill Tavern and is in progress.

**5. MINUTES APPROVAL:**

**RESOLUTION # 181-2017 – MOTION TO APPROVE MINUTES FROM 11.8.17 MEETING AND MINUTES FROM 11.21.17 SPECIAL MEETING.**

On motion of Councilwoman Pokorny, seconded by, Councilman Barcomb, the following resolution was carried by unanimously.

RESOLVED to approve minutes from 11.8.17 Meeting and minutes from 11.21.17 Special Meeting.

## **6. HIGHWAY/ TRANSFER STATION:**

- a. Hwy. Superintendent Salisbury stated that he is working on paperwork for new truck but still waiting on the quote. Will wait until the January 2018 meeting.
- b. Container has been received and being stored at the highway garage for now. With winter and plowing the transfer station will be too tight with extra container.

Wiring for security cameras is all set just need to plug everything in.

Councilman Hanley asked if there was someone else that could be trained on running the containers to the landfill to help with the load. Salisbury responded that no one else on the highway staff is trained in how to run the truck. Hanley stated that two of the transfer station employees have their CDL and could be trained to run the containers to help out.

## **7. OLD BUSINESS:**

- a. 2017 Court Records need to be reviewed. The courts set the date of 12/27/17. If possible to have only one person review the records Supervisor Lefkaditis will be there on the 27<sup>th</sup>. If more than one councilperson needs to be present they will have to pick another date.

## **8. NEW BUSINESS**

- a. County Sale of 22 Hammond Road – property was transferred off the Albany County Land Bank to a private sale without following proper procedures or plan. County Legislator Stevens objected to the sale stating that local residents were not given an opportunity to be part of the bidding process. County Executive McCoy has stated that he will veto the sale. The board discussed and agreed to send a letter stating their support of this veto and to return the land for the proper bidding process open to the public, including Knox residents.
- b. Date for 2018 Re-Organization Meeting: Monday, January 1<sup>st</sup> at 12pm noon at the Town Hall.
- c. Update to Handbook: New language was prepared by Attorney Dorfman to include the new policy of providing health insurance in retirement to FT employees. The following addition was reviewed and approved by the board:

*D. (1) The town of Knox shall provide health insurance as approved and funded by the Town of Knox on a yearly basis and as determined pursuant to paragraphs "B" and "C" above including any administration fees to Highway employee retirees who serve as a Town highway employee and at the time of retirement has been employed by the Town a minimum of 30 years and is at least 55 years of age.*

*(2) Retiree health insurance benefits shall expire on the earlier of reaching age 65 Medicare or Medicaid eligible.*

*(3) Qualified retiree health insurance benefits shall be in an amount equal to 50% of an individual plans health and dental insurance premiums as determined by the town board pursuant to the procedures set forth in paragraph C of this section and any further action(s) by the board.*

### **NOTE WELL**

**THE TOWN OF KNOX EMPLOYEE HANDBOOK, OF WHICH THIS PARAGRAPH IS A SMALL PART IS NOT TO BE CONSIDERED AN EMPLOYEE CONTRACT.**

*Any retiree employee that qualifies for such additional medical insurance upon retirement under this section should not rely, depend or consider that that the Town of Knox will continue this program beyond the 31st day of December of each successive year commencing December 31, 2018. Any Future*

health care benefits will be determined by the Knox Town Board.

**RESOLUTION # 182-2017 – MOTION TO ACCEPT THE HEALTH INSURANCE LANGUAGE, AS PRESENTED, TO BE ADDED TO THE EMPLOYEE HANDBOOK ON PAGE 21, SECTION 410.**

On motion of Councilman Barber, seconded by, Councilman Hanley, the following resolution was carried unanimously.

RESOLVED to accept the health insurance language, as presented, to be added to the employee handbook on page 21, section 410.

**OLD BUSINESS:**

Councilwoman Pokorny requested to review a few old business items:

1. the generator. Supervisor Lefkaditis reported that Milton CAT came to inspect the generator and found a cause to the overheating issue and will work on a quote for the repair. Estimates could be around \$6-9,000.00 to fix.
2. Lou Saddlemire has requested a new key to the Janitors closet.
3. Capital District Recycling Committee meeting to be held Thursday 12/14/17. This group is responsible for working with municipalities to come up with solutions for the landfill closure in the future. Councilwoman Pokorny will be attending and invited any of the new councilmembers to attend with her. Karl Prichard stated that he could probably attend.
4. Dog Owner Responsibility Brochure – the board has reviewed the document to be handed out to all dog owners. The brochure will establish impoundment fees and other charges. The board discussed that keeping the fees low would encourage people to come pick up their dogs when found. The following fees were established:

***Impoundment Fees:*** *If your licensed or unlicensed dog is picked up by the Animal Control Officer, the impoundment (pick up) fees are:*

<i>Offense/Owner/Year</i>	<i>Fees/Dog/Day</i>
<i>1<sup>st</sup> offense</i>	<i>\$10.00 + shelter + medical costs</i>
<i>2<sup>nd</sup> offense</i>	<i>\$20.00 + shelter + medical costs</i>
<i>3<sup>rd</sup> offense</i>	<i>\$30.00 + shelter + medical costs</i>

*\*Licensed dogs: The owner will be notified by phone or in person.*

*Every dog MUST BE LICENSED and all impoundment, shelter and medical fees must be paid before the dog is released to its owner.*

***Shelter Fees:*** *A fee of \$1 will be assessed for every hour your dog is housed in the Town of Knox temporary holding shelter. After the first 24 hours, a “redemption period” begins, after which time any unclaimed dog becomes the property of the Town of Knox and will be transferred to a humane society or animal foundation. The maximum redemption period for an unlicensed dog is 5 days, and for a licensed dog is 7 to 9 days.*

**RESOLUTION # 183-2017 – MOTION TO ACCEPT THE ABOVE FEES, AS PRESENTED, FOR THE DOG CONTROL PROGRAM FOR THE TOWN OF KNOX.**

On motion of Councilman Barcomb, seconded by, Councilman Hanley, the following resolution was carried unanimously.

RESOLVED to accept the above fees, as presented, for the Dog Control Program for the Town of Knox.

**GRANT UPDATE:**

Town Clerk Murphy gave the following update on the Archive Grant:

I have been working hard to wrap up as much as I can on the Archive Grant before I leave. I have submitted my final hour for the grant which covers everything from my work beginning 8/8/17 to 12/6/17. During this time I have been coming into the Town Hall (outside of my town clerk hours) to meet with our NYSED Representative and the Knox Fire Co.; purge records; identify and organize over 85 cubic feet of document for destruction; remove old shelving and have new proper shelving installed. In addition I hired NYSED approved consultants to come in to purge the active records in all offices and to come back in the New Year to train all staff on how to use the system going forward. This will also include an updated records database and policy and procedures manual.

The grant includes funds for payroll for anyone working on the project, in addition to all of the other related expenses including the purchase of a brand new laptop and archival scanner to be housed in the new records room for use by the Town Clerk and Records Management Officers of the Town and the Fire District, who will be storing records in there as well. Thanks to this generous grant, there is no extra cost to the taxpayers of Knox for this project.

Supervisor Lefkaditis stated that the mold has returned downstairs in the town hall. At this point it is small enough to clean up quickly and with the addition of a dehumidifier the issue should be solved. The town will purchase a dehumidifier as soon as possible.

Councilwoman Pokorny asked if there has been anything further from the Sheriff's office about the stray bullet issue. Supervisor Lefkaditis stated that no report has been received by the town.

Councilwoman Pokorny announced an upcoming webinar for planning board and zoning board of appeals board members and would pass the information along.

**RESOLUTION # 184-2017 - MOTION TO ACCEPT THE RESIGNATION OF ZBA CHAIRMAN JOHN DEMIS, EFFECTIVE 12/31/17.**

On motion of Councilman Barcomb, seconded by, Supervisor Lefkaditis, the following resolution was carried unanimously, with regret.

RESOLVED to accept the resignation of ZBA Chairman John DeMis, effective 12/31/17.

**RESOLUTION # 185-2017 - APPROVAL OF MONTHLY REPORTS**

On motion of Councilman Barcomb, seconded by Councilman Hanley, the following resolution was ADOPTED unanimously.

RESOLVED that the Reports of the Town Clerk and Town Supervisor for the Month of November 2017 be approved.

**RESOLUTION # 186-2017 - PAYMENT OF GENERAL ACCOUNT AND HIGHWAY BILLS**

On motion of Councilman Barcomb, seconded by Councilman Hanley, the following resolution was ADOPTED unanimously.

RESOLVED that the Bills be paid on General Abstract #12-2017 of the General Fund, covering claims #349-371 + 386 in the amount of: \$27,422.43 for the year 2017 and Abstract #12-2017 of the Highway Fund, covering claims #372-385 in the amount of: \$6,583.17 for the year 2017.

With no further business, on a motion of Councilman Hanley, seconded by Councilman Barcomb, the meeting was adjourned at 7:46 p.m. Carried unanimously.

Respectfully Submitted,  
December 13, 2017  
Tara L. Murphy