

**Town of Knox
Regular Meeting
July 12, 2016**

PRESENT: Supervisor Lefkaditis
Councilman Barber
Councilman Barcomb
Councilwoman Pokorny

ABSENT: Councilman Kuck

ALSO: Town Attorney Dorfman
Town Clerk Murphy
Highway Superintendent Salisbury

The meeting was called to order at 7:30 p.m. with the Pledge of Allegiance to the Flag and a moment of silence for the Officers in Dallas.

RESOLUTION #141-2016 – APPROVE MINUTES OF 6/14/16 AND 6/22/16 SPECIAL MEETING.

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

RESOLVED approve minutes of 6/12/16 and 6/22/16 special meeting.

Presentations:

1. Senior Services – Charlotte Fuss announced that the Senior Farmers Market Vouchers are in and available for any seniors over 60 who qualify. This is a \$20 voucher that can be used at any Albany County Farmers Market. In addition a representative from SNAP will be holding an information day on July 12th from Noon-1 and then available once a month at the Knox Town Hall to help seniors sign up for food stamp program, HEAP and other programs. This will be advertised in the paper, contact Charlotte for more information.

Board Liaison Reports:

1. Planning Board has not met so nothing to report
2. ZBA – Councilwoman Pokorny reported that the ZBA is working with the Building Department to create a denial letter so information gets to the ZBA in a more formal way as well as a decision notice that can be sent back to the Building Administrator.
3. CAC – Councilwoman Pokorny reported that the CAC is working with an intern from Ithaca College working on wetlands study with photos and GPS readings around Witter Road. Letters have been sent to home owners in that area to inform them of the study in process. Will be working in teams with other CAC members. They will also wear a Town of Knox vest.
4. Youth Council – Maryellen Gillis reported that the Youth Council has met to review and discuss the summer event on June 4th. Discussions included ideas of expanding the event for next year

by partnering with the BKW Little League to sponsor a game and a partnership with the Hilltown Seniors to come for dinner and have the town band play music. Changing the timing and location of some events was also discussed. 35 children are signed up for the Summer Camp so far with more registrations coming in each day. Registration will now be open to 4 year olds with preschool experience. The Youth Soccer Program will have the registration form ready soon with sign up dates available for pre-registration. Pre-registration is required this year so that the t-shirts can be ordered soon enough to have them to wear during the program.

Supervisor Lefkaditis mentioned that the board needs to approve the suggested hires and set rates of pay as presented.

Summer Hires: Tammy Fisher, Sara Pasquini – Rate of \$20/hr. for 15 hrs.

Thomas Fisher, Hannah Taranto, Raquel DiRoma – Rate of \$9/hr. for 15 hrs.

RESOLUTION #142-2016 – APPROVE SUGGESTED HIRES AND SET RATES AS PRESENTED TO THE BOARD

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

RESOLVED approve suggested hires and set rates as presented to the Board.

Councilman Barcomb asked if all of the hires were Knox residents and suggested that in the future these positions be advertised and posted. Barcomb also suggested that the positions be reserved for Knox kids to have the opportunity which is what Berne did this year, letting a couple of Knox kids go because they did not live in the Town of Berne.

Supervisor Lefkaditis agreed that he wants to advertise everything in the future through a letter in the paper, ad on the website and future town sign. Lefkaditis mentioned that he received verbal approval from Senator Amedore that the Town of Knox was approved for \$50,000 for the purchase of an electronic sign.

A packet of information about the proposed park improvement plan was given to the Board for review. M. Gillis asked the board to review plan set forth by the committee and mentioned that the footprint doesn't change by much but has a lot of improvements including bathrooms if we want to go that way. John DeMis gave an engineer's point of view to the proposal which changed some ideas to be more realistic.

Supervisor Lefkaditis asked if John DeMis would stamp plans for the playground. M. Gillis responded that they had not gotten that far yet.

M. Gillis stated that a more detailed version of this proposal is required to move forward with board approval for proposal and money required to move forward to get grants. More work is necessary to be more "shovel" ready. The grant deadlines for this year are July 29th so looking

to work on this for next year. Gillis stated that she would like to meet with the whole board; really prioritize this because these things take time. Probably looking at a 3-5 year process. We need to come up with a plan everyone is comfortable with, with community involvement and support.

Supervisor Lefkaditis stated that when Councilman Kuck returns a special meeting date will be set to work on this.

M. Gillis asked if we will lose Little League grants if we don't use them this year.

Supervisor Lefkaditis responded that it was a very informal grant but will look into it for more information.

M. Gillis mentioned that this grant could be used as a gift/donation to go toward future matching or reimbursement grants.

Supervisor Lefkaditis stated that community involvement is enormous and will have to have support for this project to work.

Councilman Barber asked what kind of background check and/or paperwork are the summer hires doing for the summer program.

Supervisor Lefkaditis mentioned that 2 of the hires are teachers who have already had a background check done. Background checks usually cost between \$15 and \$20 each.

Town Attorney Dorfman advised that the 3 other hires be submitted for background check.

Supervisor Lefkaditis suggested that perhaps they could go through the Little League service that is already set up and will get back to the board.

M. Gillis asked if any other paperwork was required.

Supervisor Lefkaditis responded that they will be subcontractors, not employees of the town, so no other paperwork is needed.

HIGHWAY:

Highway Superintendent Salisbury reported that the Town received the FEMA check for \$104,000 so the town did not have to use a BAN for the Roller. The old 2008 CASE backhoe is ready to put out for sale and should happen soon before it goes down in value. The highest trade would be \$35,000 but would like to see \$45,000.

RESOLUTION #143-2016 – AUTHORIZE HIGHWAY SUPERINTENDENT TO PUT 2008 CASE BACKHOE OUT TO BID FOR NO LESS THAN \$45,000.00 NET.

On motion of Supervisor Lefkaditis, seconded by Councilman Barber, the following resolution was ADOPTED unanimously.

RESOLVED authorize Highway Superintendent to put 2008 CASE Backhoe out to bid for no less than \$45,000.00 NET.

Hwy Superintendent Salisbury added that he would like to put the trailer out on Auctions International to widen the potential buyers. Board already approved the trailer to go out to bid, this is just changed the where it is advertised.

Councilman Barcomb stated that he spoke with a County Engineer about the intersection of Craven and Knox Cave Road and mentioned that for safety reasons this should be sent to the County for safety review and change.

Supervisor Lefkaditis offered to send a letter to the County Commissioner to have this intersection looked at.

Councilwoman Pokorny gave an update on work with Albany County. A new policy for managing FEMA funds requires municipalities to adopt a hazard mitigation plan in order to be eligible to receive money when natural disaster emergency declarations are made.

- Knox can piggy back on the haz-mit plan being prepared for Albany County by contractors Barton and Loguidice.
- The county-wide plan will have a chapter for the Town of Knox, which will identify:
 1. the Town's assets that are vulnerable to natural disasters, and
 2. any projects that would help to minimize damage or reduce repair costs resulting from future disasters.
- FEMA recognizes that the effects from natural disasters can be far reaching, so following an emergency declaration in any part of the state, FEMA funds become available for use across the state, and Knox would be free to use our allocation of that money to implement any projects that are identified in our chapter of the plan, regardless of whether or not Knox is directly impacted by damage from the disaster.
- Gary Salisbury, Dan Sherman, Lou Saddlemire, Mary Sherman, Eric Kuck and others are contributing to development of our town's chapter of the plan.
- Deadline for submitting paperwork to FEMA is coming up soon, so we need to submit our chapter by the end of July.

Supervisor Lefkaditis discussed the creation of a proclamation to honor the life-long service of Knox Volunteer Fireman Mike Hall.

Don Champion suggested that a bench be placed in the park to honor all firemen that cannot have flags on their graves and a dedication to all deceased members of the firehouse. A

suggested list of benches was given to the board for review with average prices around \$600.

Supervisor Lefkaditis asked if the fire company would split the cost of the bench with the Town. Champion responded that this is possible.

Councilman Barcomb and Supervisor Lefkaditis mentioned that local girl scouts could get involved to earn stars and suggested that they could help with site preparation if a bench was purchased. Supervisor Lefkaditis stated that he would email the Fire Commissioners to let them know the Board supports this idea conceptually with involvement of girl scouts and Fire Company if they could put something together.

BZA FEES: Supervisor Lefkaditis mentioned that the BZA permitting fees have not been reviewed or updated since 2008 and that the Building Department has sent a proposed increase for review. The Board asked the Supervisor to send the proposal to all board members for review as well as a comparison of fees from other towns to be added to the next agenda for discussion.

Councilman Barber and Councilwoman Pokorny suggested that a Local Dog Survey be completed in the Town of Knox to encourage dog owners to pay the small licensing fees, which more fairly passes the costs of running the dog control program to the town's dog owners, rather than the general public. This is something that should be done periodically to prevent public health issues with rabies as well as updating our registered dog list to help Lou Saddlemire, Knox dog warden, place dogs that are found. The board will talk with Lou Saddlemire to see how this process should be done.

Councilwoman Pokorny gave an update on the Hazardous Waste Day set for Saturday, August 20th. Flyers are available at the Town Hall and Transfer Station as well as information in the newsletter set to go out to all residents soon. Coupons need to be picked up from the Town Clerk to participate.

Supervisor Lefkaditis mentioned that there is no line item in the town budget for this so the funds will have to come from the contingency budget. Councilwoman Pokorny stated that it is hard to plan for the cost because we don't know who will participate, however a grant has been secured to cover 50% of the cost.

Supervisor Lefkaditis mentioned that the first town newsletter cost will be covered by the grant because it is advertising the Hazardous Waste Day.

PROPERTY AMNESTY PROGRAM: Town Attorney Dorfman stated that he would rather present the information to the full board and requested that it be added to the next agenda when Councilman Kuck will be back.

FACILITIES UPDATE: Supervisor Lefkaditis reviewed the updates that have been worked on and stated a few other issues that need to be looked into.

1. Heating and cooling system seems to be an issue in large meeting room.
2. Broken siding needs to be replaced and starter row is not nailed into anything.

Councilman Barcomb offered to contact the contractor for the heating and cooling system to discuss the current issues and discuss a solution. Supervisor Lefkaditis suggested hiring a part-time contractor to be available for work at a set hourly rate as needed. The board agreed that this would be a good idea. Councilwoman Pokorny suggested the Albany County inmate program for dealing with the siding issue for now. Supervisor Lefkaditis stated that he would contact them to see if they are available.

RESOLUTION #144-2016 – AUTHORIZE ADVERTISEMENT FOR PART TIME CONTRACTOR FOR TOWN PROJECTS, SALARY BASED ON EXPERIENCE.

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

RESOLVED authorize advertisement for Part Time Contractor for town projects, salary based on experience.

156/157 BUSINESS DISTRICT: The Planning Board has not met yet to bring anything back to the board for review. Resident Art Brearton who lives within proposed business district spoke to the board about his opposition to the proposed business district stating that he has lived there for over 20 years and moved to this location for rural/residential area. No one in the proposed area has asked for rezoning and he has never been approached by businesses interested in his location. There is a place for everything including farms and parks.

Supervisor Lefkaditis asked Brearton to attend the next meeting for more discussion on this issue.

RESOLUTION # 145-2016 - APPROVAL OF MONTHLY REPORTS

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

RESOLVED that the Reports of the Town Clerk and Town Supervisor for the Month of June 2016 be approved.

RESOLUTION # 146-2016 - PAYMENT OF BILLS

On motion of Councilwoman Barcomb, seconded by Supervisor Lefkaditis, the following resolution was ADOPTED unanimously.

RESOLVED that the Bills be paid on General Abstract #07 of the General Fund, covering claims #173-187 / 189-190 & 205-206 in the amount of: \$7,605.82 and of the Highway Fund, covering claims #191-204 in the amount of: \$21,786.84 for the year 2016.

Councilwoman Pokorny asked if the town has received an LED proposal yet from Cookie Palmer

of Potentia Management. Supervisor Lefkaditis stated that he has not yet received anything. Councilwoman Pokorny will follow up with Cookie. Also requested were copies of the National Grid bills so that the town can receive an estimate for a solar install for the town. Supervisor Lefkaditis will get those for Councilwoman Pokorny.

Councilman Barcomb asked for an update on the town-wide speed limit. Supervisor Lefkaditis stated that the process was started July 2015 and DOT has no record of the request, so Town Clerk Murphy and Supervisor Lefkaditis prepared another request and sent it for review.

Resident Ed Ackroyd spoke about a re-organization meeting of the school board and information for the Town of Knox was insufficient and confusing. Supervisor Lefkaditis responded that a board of education member contacted the town and the Town Assessor, Russ Pokorny and Supervisor Lefkaditis were working on getting the required information. E. Ackroyd also stated that he would like the board to send a letter to the school board informing them of the increased Veteran exemptions that were passed last year to the highest amount. Supervisor Lefkaditis agreed to send a copy of the minutes in which this was passed along with a letter stating the action made and date it was done.

With no further business, on a motion of Councilman Barcomb, seconded by Councilwoman Pokorny, the meeting was adjourned to at 8:51 p.m. Carried unanimously.

Respectfully Submitted,
July 20, 2016

Tara L. Murphy