



Knox Town Board Minutes

August 11, 2020

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The meeting was called to order at 7:04 pm by Supervisor Lefkadits followed by the Pledge of Allegiance.

Present on this date:

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

Supervisor Lefkadits announce that there was hand sanitizer in the back of the room if anyone needed it, as well as masks. He also stated residents could take masks home with them if they needed them.

Supervisor Lefkadits read the statement posted on the agenda regarding Public Comment and invited the public to participate in public comment.

Public Comment:

Kathy Stemple – informed the public that the Berne library is now open for limited hours with COVID restrictions in place

Ed Ackroyd – Announced the Hometown Hero Banners have been hung on the poles finally. He stated that he, Dennis Cyr and Traci Schanz are on the committee. He commended Clerk Schanz for an excellent job and for all of her hard work.

Consent Agenda:

RESOLUTION 091-2020 - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to approve the meeting minutes from July 14, 2020. This motion carried unanimously.

RESOLVED: to approve the meeting minutes from July 14, 2020.

Presentation:

Supervisor Lefkadits introduced Lyn Derway from NYClass. She gave a brief description about the company and listed local towns, cities and school districts who are currently participating. She explained that NYClass is a short-term, completely liquid investment fund for municipalities and school

districts. After a brief discussion with the Board, it was decided she will forward the Supervisor a resolution approval to be reviewed by the Board.

Highway Department:

Superintendent Schanz reports that Street Road is ready to be sealed. Supervisor Lefkaditis stated he has received many compliments regarding the work done on Street Road. He stated the shoulders on West Road are done and he is currently working on Sturgess Road.

Councilman Cyr stated he spent the day with the Highway crew to see how things were done. He stated there are some concerns regarding the budget and personnel that will need to be discussed.

Old Business:

Supervisor Lefkaditis provided an update for the walking path, pickup truck and pavilion bathroom project possibilities. He reported that the Albany County Department of Health has agreed to let the Town put in a holding tank rather than a trans-vap system. To install this system the project can go out to bid or the Town could hire a general contractor. Supervisor Lefkaditis will speak with a local engineer who has previously donated his services. A brief discussion followed regarding the possibilities of tapping into the existing water and power lines that go to the pavilion.

Supervisor Lefkaditis also provided an update on the pickup truck. The cost will be between \$26-\$31,000. Superintendent Schanz sent a quote recently, however the Supervisor was concerned that there wasn't a contract number. He stated it has to have a state contract number on it. It was decided that Superintendent Schanz will write up a bid for what is needed.

The last update provided was regarding the walking path. This has already been budgeted for and will cost approximately \$25,000.00. Councilman Cyr and Superintendent Schanz will work on the specifics of the path and making it handicap accessible.

Councilman Cyr stated he made a phone call to the County regarding the engine with the shared service agreement. He has not received a call back but will continue to address the issue. A brief discussion followed regarding the care of the Town truck, keeping rust and seizing of parts to a minimum while waiting for the engine agreement to go through.

New Business:

Policy Committee: Members met on August 4th. Supervisor Lefkaditis sent a draft to the Board with some of the suggestions that were made for the Building and Zoning Department. There were prior concerns from the ZBA and PB members about enforcement issues with special use permits and variances. This policy is creating guidelines to respond quickly and efficiently. The Board did not have any questions regarding the draft. Councilman Pritchard stated he spoke with Todd LaGrange who suggested that all Boards get together to discuss concerns throughout the year. The policy committee will now meet with the BZA to discuss the policy. The committee also worked on the procurement policy. Supervisor Lefkaditis pointed out an error when working on this policy and the highway account will be revisited the next time the committee meets. The last policy was regarding residential behavior at the Transfer Station. The attorney is reviewing the language and if approved, signs will be made and posted at the transfer station as well as the park. Councilman Saddlemire asked how the policy will be enforced; Supervisor Lefkaditis will check with the town lawyer to be sure.

Transfer station cameras: Councilman Cyr continues to work on estimates for new cameras/security system. The suggestion was made to also tint the window at the transfer station office so the employees can see out and no one can see in.

RESOLUTION 092-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilwoman Springer to authorizing **Keep Lock Security Systems of Albany** to install a 5-camera system at the Transfer Station not to exceed \$2,100.65. This motion carried unanimously.

RESOLVED: to authorize the authorizing **Keep Lock Security Systems of Albany** to install a 5-camera system at the Transfer Station not to exceed \$2,100.65.

Councilman Cyr stated that the Clerk helped him look up quotes for computers for the Transfer Station. Supervisor Lefkaditis stated that Transfer Station Supervisor Harnett has helped the Town tremendously in saving the town money as well as making money in recycling. He would like to support him in any way possible.

RESOLUTION 093-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Cyr to purchase a computer for the Transfer Station, not to exceed \$500.00. This motion carried unanimously.

RESOLVED: to authorize the purchase of a computer for the Transfer Station, not to exceed \$500.00.

Budget workshop: a date will be set via email among the Board members and a special meeting will be scheduled

Audit: Supervisor Lefkaditis stated he felt the audit went well and he discussed the recommendations made by the Comptrollers Office. The Board did not have any questions.

Personnel:

Councilman Saddlemire provided the Board with a job description for a FT transfer station employee and Dough Roether, ZBA chair, provided the Board with a job description for a recording secretary. Councilman Cyr would like to post-poner the advertising of the FT transfer station position after spending the day with the Highway Department. Councilman Saddlemire, Councilman Cyr and Highway Superintendent Schanz will meet and discuss this further. This will be placed on next month's agenda.

RESOLUTION 094-2020 - A motion was made by Councilman Pritchard seconded by Councilman Cyr to advertise for a ZBA recording secretary for a minimum of two newspaper cycles. This motion carried unanimously.

RESOLVED: to advertise for a ZBA recording secretary for a minimum of two newspaper cycles.

RESOLUTION 095-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard to accept the resignation of Charlotte Fuss as Senior Services Coordinator effective August 3, 2020. This motion carried unanimously.

RESOLVED: to accept the resignation of Charlotte Fuss as Senior Services Coordinator effective August 3, 2020.

The Board accepts Mrs. Fuss' resignation with regret. Every year Charlotte donated her salary back to the seniors and will be missed. She has moved out of town and is no longer local. She will be very difficult to replace.

Finance:

RESOLUTION 096-2020 - A motion was made by Councilman Pritchard seconded by Councilwoman Springer to authorize the Supervisor to pay the bills from Abstract 8, voucher #'s 222-244 and # 265 in

the General Account in the amount of \$15,718.42 and in the Highway account, Voucher #'s 245-254 and #'s 256-264, no voucher # 255 as it was cancelled out, in the amount of \$98,449.67. This motion carried unanimously.

RESOLVED: to authorize the Supervisor to pay the bills from Abstract 8, voucher #'s 222-244 and # 265 in the General Account in the amount of \$15,718.42 and in the Highway account, Voucher #'s 245-254 and #'s 256-264, no voucher # 255 as it was cancelled out, in the amount of \$98,449.67.

RESOLUTION 097-2020 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to accept the Clerk and Supervisor reports as presented. This motion carried unanimously.

RESOLVED: to accept the Clerk and Supervisor reports as presented

RESOLUTION 098-2020 - A motion was made by Councilman Cyr seconded by Supervisor Lefkaditis to adjourn into executive session to discuss potential purchase of real property. This motion carried unanimously.

RESOLVED: to adjourn into executive session to discuss potential purchase of real property.

Respectfully submitted,

Traci Schanz