



# Knox Town Board Minutes

*July 14, 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:**

Brigid McAuliffe stated her concerns regarding:

- decreases in sales tax contributions
- cash balances
- stated her findings on three nationally recognized ratings agencies
- For the record she stated the reserves we have are not due to the spending we've been doing now, they were built up years ago

Diane Champion – asked questions regarding: -the status of the Hometown Hero Banners  
-the status of the Pucker Street Fair

*Councilwoman Springer, a member of the Fair Committee stated there would not be a fair due to the COVID-19 restrictions and regulations.*

*Clerk Schanz, a member of the Hometown Hero Committee stated she had just received the final approval from one of the families and hopefully printing would begin within another week.*

*Councilman Cyr, also a member of the Hometown Hero Committee added he would like to keep this years banners and re-hang them next year, as this year's recipients got short-changed out of the duration of time in which the banners would normally be on display. The committee will discuss this at a later date.*

Douglas Roether – stated he is a member of the Albany County Industrial Development Agency. He stated there will be a \$10,000 grant and \$25,000 SBA loan specifically for COVID affected small businesses. He will pass along the information to be posted to the website.

**Consent Agenda:**

**RESOLUTION 078-2020** - A motion was made by Councilman Cyr seconded by Councilman Pritchard to approve the meeting minutes from June 9, 2020. This motion carried unanimously.

**RESOLVED:** to approve the meeting minutes from June 9, 2020.

**Presentation:**

Supervisor Lefkaditis stated we have been blessed recently with three different donations. Clemente Latham Concrete donated approximately 8.5 yards of concrete for the light poles in the park. The Curbin family donated a Massey Ferguson lawn tractor. A resident called the supervisor stating she would like to donate as much as \$6000 to a resident who has not paid their 2020 real estate taxes due to COVID-19. The Board will discuss this after the Supervisor provides the Board with a list of unpaid taxes.

**RESOLUTION 079-2020** - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to accept the donation from Clemente Latham Concrete of 8 yards of concrete, estimated at approximately \$850.00, and authorize the supervisor to send a letter claiming the same. This motion carried unanimously.

**RESOLVED:** to accept the donation from Clemente Latham Concrete of 8 yards of concrete, estimated at approximately \$850.00, and authorize the supervisor to send a letter claiming the same.

**RESOLUTION 080-2020** - A motion was made by Councilwoman Springer seconded by Councilman Cyr to accept the donation from the Curbin family of a Massey Ferguson 10, estimated at approximately \$1,200 and authorize the supervisor to send a letter claiming the same. This motion carried unanimously.

**RESOLVED:** to accept the donation from the Curbin family of a Massey Ferguson 10 , estimated at approximately \$1,200 and authorize the supervisor to send a letter claiming the same.

**Highway Department:**

Superintendent Schanz reports that Street Road was paved today. It will be chip sealed in another month or two. As far as new hires for Equipment Operator II positions, Superintendent Schanz reports he has promoted Kevin Delligan, Dan Jones and Tony Miller for the positions. Supervisor Lefkaditis clarified that Superintendent Schanz has been trying to re-organize things at the garage so he could have the right guys on the right equipment. There were times when he didn't have people who knew how to run the equipment. An advertisement was placed in the paper with only 2 people applying. Superintendent Schanz promoted two guys within house and one is a recent new hire. Although interviews were conducted in April, the Supervisor waited until this meeting so as not to have to do promotions on a phone conference. Although the Superintendent has control over hiring and firing, the Supervisor felt it was important to acknowledge the promotions in a resolution.

**RESOLUTION 081-2020** - A motion was made by Supervisor Lefkaditis seconded by Councilman Cyr; upon the recommendation of the Highway Superintendent we acknowledge the promotion for Dan Jones from EO I (Equipment Operator I) to EO II Equipment Operator II) with an increase in pay to \$18.34/hour effective April 17, 2020. This motion carried unanimously.

**RESOLVED**: to accept the promotion for Dan Jones from EO I (Equipment Operator I) to EO II Equipment Operator II) with an increase in pay to \$18.34/hour effective April 17, 2020.

**RESOLUTION 082-2020** - A motion was made by Supervisor Lefkaditis seconded by Councilman Cyr; upon the recommendation of the Highway Superintendent we acknowledge the promotion for Kevin Delligan from EO I (Equipment Operator I) to EO II Equipment Operator II) with an increase in pay to \$18.34/hour effective April 9, 2020. This motion carried unanimously.

**RESOLVED**: to accept the promotion for Kevin Delligan from EO I (Equipment Operator I) to EO II Equipment Operator II) with an increase in pay to \$18.34/hour effective April 9, 2020.

**RESOLUTION 083-2020** - A motion was made by Supervisor Lefkaditis seconded by Councilman Cyr; upon the recommendation of the Highway Superintendent we acknowledge the promotion for Tony Miller from Highway Laborer to EO II (Equipment Operator II) at a rated pay of \$17.86/hour effective today July 14, 2020. This motion carried unanimously.

**RESOLVED**: to accept the promotion for Tony Miller from Highway Laborer to EO II (Equipment Operator II) at a rated pay of \$17.86/hour effective today July 14, 2020.

**RESOLUTION 084-2020** - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard; upon the recommendation of the Highway Superintendent, the Board acknowledges he (Highway Superintendent) will be removing one EO I position in accordance with the Civil Service Law. This motion carried unanimously.

**RESOLVED**: to acknowledge he (Highway Superintendent) will be removing one EO I position in accordance with the Civil Service Law.

Councilman Saddlemire voiced his concerns with West Road and the extreme drop off from the new black top. The shoulders seem to have at least a 4" drop off. The Superintendent explained there was a plan in place to do the shoulders with some other work needing to be done first.

There was a brief discussion regarding how to address people who are misbehaving at the transfer station. Later in the meeting the policy committee will discuss setting a date to address the policies recommended by the Auditors and the transfer station will be included in this discussion.

#### **Old Business:**

Zero turn mower update: Supervisor Lefkaditis reports that it has been fixed and running well for the past month and a half. He stated the fuel system was the issue and it is now fixed. Councilman Cyr recommended a proper maintenance check possibly performed by the Highway Department.

PILOT update: After a lot of negotiating, the PILOT has been executed and signed. The first payment for \$41,236.00 has been received. Going forward the next payment should be approximately \$17,000.00 +/- and go up approximately 2-3% every year.

#### **New Business:**

Policy Committee: Members will email each other to schedule a date. Supervisor Lefkaditis would like to work on three different items: the procurement policy, the BZA policy for response times for complaints,

inspections, reports, etc., the transfer station for a policy for residential behavior while at the transfer station.

Shared Highway Service Agreement: The written policy memorializes what all of the guys from the various towns involved already do. This renews the document previously signed in 2014 and adds in the Town of Westerlo.

**RESOLUTION 085-2020** - A motion was made by Councilman Cyr seconded by Supervisor Lefkaditis to authorize the Supervisor to sign the Intermunicipal Shared Service Agreement between the Towns of Knox, New Scotland, Guilderland and Westerlo and the Villages of Altamont and Voorheesville. This motion carried unanimously.

**RESOLVED**: to authorize the Supervisor to sign the Intermunicipal Shared Service Agreement between the Towns of Knox, New Scotland, Guilderland and Westerlo and the Villages of Altamont and Voorheesville.

Girl Scout Gold Award Suggestions: There was a brief discussion held regarding suggestions requested by the parent of a Gold Star candidate. Suggestions were made to reach out to the Nursery School, Historical Society, a new sign for the playground, VFW. The Supervisor suggested anyone with an idea email it to him and he will contact the family.

Berne Shared Shelter Agreement: The Town of Berne is experiencing a dilemma with their kennel and will now be using the Knox Kennel for a short time and an Intermunicipal Agreement has been created.

**RESOLUTION 086-2020** - A motion was made by Councilwoman Springer seconded by Councilman Pritchard to authorize the Supervisor to sign the Intermunicipal Shared Service Shelter Agreement with the Town of Berne. This motion carried unanimously.

**RESOLVED**: to authorize the Supervisor to sign the Intermunicipal Shared Service Shelter Agreement with the Town of Berne.

**Personnel:**

FT Transfer Station employee possibility: There was a discussion regarding the hiring of a full-time employee for the transfer station who will also do maintenance, park work, mowing, helping out during the winter at the highway garage etc. Councilman Saddlemire is working on a job description. Supervisor Lefkaditis will check with Civil Service for a job title. Councilman Saddlemire, Councilman Cyr and Superintendent Schanz will work together to create a job description.

**RESOLUTION 087-2020** - A motion was made by Councilman Saddlemire seconded by Councilman Cyr to accept the resignation of Val Pulliam from the Grievance Board effective May 18, 2020. This motion carried unanimously.

**RESOLVED**: to accept the resignation of Val Pulliam from the Grievance Board effective May 18, 2020.

The Board wishes to thank Mr. Pulliam for his many years of service to the Grievance Board. Mr. Pulliam did his job without complaint, without incident and was a very good member of the Board. We are sad to see him go.

Councilman Cyr requested a purchase of better cameras for the Transfer Station to better protect the employees and the residents. Supervisor Lefkaditis said he could use the current cameras from the Transfer Station at the Town Hall and replace the ones at the Transfer Station. There was also a request

made for upgraded computer at the Transfer Station. Councilman Cyr will work on an estimate for both requests and get back to the Board. He also inquired about a future purchase of a shredder, rather than a baler, as a long-term solution.

Councilman Cyr also stated he spoke with Mr. Vaughn from Altamont who would like to remind Knox residents to complete the 2020 Census. Currently only 66% of residents have completed the Census.

**Finance:**

PILOT Funds: A list of suggestions, taken from Board members and residents, has been created to use the PILOT funds towards.

The list includes:

- All-purpose truck
- Paving of the walking path
- Upgrade pavilion water and bathrooms
- Sealing/stripping parking lot at Town Hall
- Van for seniors/youth
- Used items storage/facility at Transfer Station
- Repair boardwalk/parking
- dog run/dog park

The list was narrowed down to:

- Walking path
- Pavilion upgrades
- Truck

This topic will be re-visited on a future agenda.

**RESOLUTION 088-2020** - A motion was made by Councilman Pritchard seconded by Supervisor Lefkaditis to authorize the Supervisor to pay the bills from Abstract 7, voucher #'s 179-201 and # 221 in the General Account in the amount of \$20,828.04 and in the Highway account, Voucher #'s 202-220 in the amount of \$17,206.91. This motion carried unanimously.

**RESOLVED:** to pay the bills from Abstract 7, voucher #'s 179-201 and # 221 in the General Account in the amount of \$20,828.04 and in the Highway account, Voucher #'s 202-220 in the amount of \$17,206.91.

The Supervisor would like to note that out of the amount from the General Account includes LED lights purchased for the ball field that will be reimbursed through the grant. You cannot submit for reimbursement until the project is completed, which should be done within the next week and a half.

**RESOLUTION 089-2020** - A motion was made by Councilman Cyr seconded by Councilman Pritchard to accept the Clerk and Supervisor reports as presented. This motion carried unanimously.

**RESOLVED:** to accept the Clerk and Supervisor reports as presented

**RESOLUTION 090-2020** - A motion was made by Councilman Pritchard seconded by Councilman Saddlemire to adjourn into executive session to discuss personnel matters and potential purchase of real property. This motion carried unanimously.

**RESOLVED:** to adjourn into executive session to discuss personnel matters and potential purchase of real property.

Respectfully submitted,

*Traci Schanz*