



Knox Town Board Minutes

June 9, 2020

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The meeting was called to order at 7:07 pm by Supervisor Lefkaditis followed by the Pledge of Allegiance.

Present on this date:

- Supervisor Lefkaditis
- Councilman Cyr
- Councilman Pritchard
- Councilman Saddlemire (Arrived 7:09pm)
- Councilwoman Springer
- Highway Superintendent Schanz
- Town Clerk Traci Schanz

Supervisor Lefkaditis 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 Lefkaditis 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:

- the MRD, buying equipment, furloughing some employees while keeping others, contemplating land purchases, paving walking paths, community centers and buying rinks.
- the status of grant funds or legislative work.
- questioned if any board members have been in contact with NYCERTA to confirm availability of funds.
- local sales tax
- 2019 financials being late
- agenda posted late
- inappropriate gathering of Board at town hall for calls, questioned if Board members had the ability to call in
- inability of residents to hear on conference calls

Consent Agenda:

RESOLUTION 074-2020 - A motion was made by Councilman Pritchard seconded by Councilwoman Springer to approve the meeting minutes from May 12, 2020. This motion carried unanimously.

RESOLVED: to approve the meeting minutes from May 12, 2020.

Presentation:

Supervisor Lefkaditis gave a COVID-19 update. He stated he has been in contact with Albany County Health Department. We are currently in Phase II and will move to Phase III on June 17th. There are currently no issues to prevent this from happening. He presented a sales graphic that demonstrated the decreases over the next 3 quarters. In Q2 there is an estimated drop in sales revenues of 30%, leaving a shortage of \$77,000.00. In Q3 the estimate is a 15% drop, although this is a conservative number, it would be a short fall of \$39,000.00 compared to last year and in Q4 there is an estimated 5% shortfall totaling \$12,000.00. If the estimates hold out there will be a shortage of \$129,000.00 from last years sales tax numbers. There is currently a cash balance of more than \$1.9 million, significantly more than the Town has ever had in its bank account in its history and the Town can handle multiple COVID-19's with the cash in the bank, without affecting services or tax levies. At the next meeting or as we go into the budget cycle, the Board will go into more detail about personnel changes, increases, decreases, revenue streams that we have acquired, and savings acquired.

Highway Department:

Superintendent Schanz stated there are new lights on the loader, the cold planer is being delivered next Tuesday and everything is running smooth. Councilman Saddle mire asked how things were going with the engine for the truck. The Supervisor stated we are waiting for Dan McCoy to sign the shared service agreement, but he has his hands full.

Supervisor Lefkadits provided an update regarding an incident that happened at the Transfer Station a few weeks ago. A resident acted inappropriately, he then received complaints from another resident as well as the Transfer Station Supervisor. He suggests to the Board that we send a letter to the individual asking for his side of the story, and the Board then makes a determination and act accordingly. We cannot have people cursing and screaming over silly stuff about taking up 1 or 2 parking spots. The Supervisor will send a letter to the individual and then go from there.

Councilman Cyr inquired why there was not a bailer purchased for the cardboard. Superintendent Schanz stated it would be a lot more work for the highway workers and they don't have the manpower. Supervisor Lefkaditis stated they were going to circle back to the conversation once a decision was made regarding hiring a FT employee and this will be discussed again over the next few months. Transfer Station Supervisor Harnett is currently putting together a report for collections etc.

Councilman Cyr would like to purchase some hand tools and a locker to store them in for the Parks and Receptions department. They are currently using their own tools, or the Councilman's tools, the Supervisors lawn mower. If the latest repairs to the town mower do not work the Board will look into a mower on State contract.

Old Business:

Councilman Cyr requested that someone check on the Memorial every day. Now that it is complete, it needs to be watered and maintained. Supervisor Lefkaditis thanked Councilmen Cyr and Saddlemire and Clerk Schanz for their work on the memorial, as well as Rick Fortuin who will be repairing the light on the Memorial.

Supervisor Lefkaditis provided an update on the MRD. The application was sent to the Albany County Planning Board on March 25th for consideration, they met on April 16th and responded on April 20th. The ACPB response stated to defer to local consideration, no significant county wide or inter-municipal impacts were found. Simultaneously the application was sent to our Town Planning Board. Chair, Tom Wolfe has requested more time. Supervisor Lefkaditis asked the Board if anyone saw a reason to fast-track it or if an extension was acceptable in order to hear what the Planning Board has to say. The Board was in agreement that the extension was acceptable.

Supervisor Lefkaditis circled back to the COVID-19 update, stating he forgot something. There was a brief discussion regarding the Building and Zoning Administrators and that under Phase II they are allowed to operate. He asked the Board if they would like Dan and Rich to start having regular office hours again. The Board agreed and the Supervisor will let them both know that they should start next Thursday. The Board also decided it would be up to each individual Board Chair as to when they would start holding their meetings again, with social distancing and masks requirements in place.

A brief update on Hometown Heroes was given, stemming a question from Diane Champion. The printing company is up and running again, and the Veterans information will be forwarded to them in the hopes to get banners printed soon.

The PILOT has been executed. The Town should be receiving the original copies soon as well as a large lump sum check. The next future agenda will contain what, if any projects will be completed with the funds received. The supervisor sent an email with prior suggestions and asked that Board members email him with any ideas they may have. The first check will be for \$41,000.00, followed by a second check for \$17,000.00.

Councilman Cyr asked the status of the Energy Grant. Supervisor Lefkaditis stated it is being held up by the land purchase which will be discussed in executive session tonight.

New Business:

The Pucker Street Fair committee has decided to cancel the Fair due to COVID-19. Councilwoman Springer would still like to offer something along the lines of a Farmer's Market for one day with fireworks at the end. Supervisor Lefkaditis stated the youth council is working on a sport extravaganza day and suggested that maybe the events be combined. The committee is looking for a Fall date and is having discussions regarding options available for a one-day event with the possibility of a chicken BBQ with the KNOX VFD. The committee will keep the Supervisor up to date.

There was a discussion regarding the Audit. One of the findings was that the Town's policies are severely outdated. The Auditors prefer policies over procedures. Supervisor Lefkaditis, Councilman Cyr and Clerk Schanz met with the Building and Zoning Administrators to discuss a policy. Supervisor Lefkaditis would like to create a policy committee and to start by creating a policy for the Building and

Zoning Administrators to follow. It will include how much time they have to respond to complaints, how much time they have to respond to inspection requests, etc. A policy makes it more formal and its easier for them to follow and easier for the Board to stay abreast of. The Supervisor asked for volunteers for one or two nights for an hour or two. Councilman Cyr, Clerk Schanz and Supervisor Lefkaditis will be on this committee and meet soon to discuss the policy for Building and Zoning Administrators.

***RESOLUTION 075-2020** - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard to authorize the Supervisor to pay the bills; Abstract #6 for 2020, #'s 136-157 and #178 in the General Account in the amount of \$12,011.45, Highway Account vouchers #'s 158-177 in the amount of \$13,439.04.

There was a question by Councilman Saddlemire on the voucher to pay a recurring monthly fee and total yearly amount for a radio service agreement with River Valley Radio. There was a discussion if this contract was necessary, and what tower is being used, if the radios are effective, is another tower available? The Board decided to pull this voucher (#175) out, not to be paid, pending further exploration of other radio options. **The above Resolution 072-2020 is amended to read as follows:*

RESOLUTION 075-2020 - A motion was made by Supervisor Lefkaditis seconded by Councilman Pritchard to authorize the Supervisor to pay the bills; Abstract #6 for 2020, #'s 136-157 and #178 in the General Account in the amount of \$12,011.45, Highway Account vouchers #'s 158-174 as well as 176 & 177 in the amount of \$11,939.04. This motion carried unanimously.

RESOLVED: to authorize the Supervisor to pay the bills; Abstract #6 for 2020, #'s 136-157 and #178 in the General Account in the amount of \$12,011.45, Highway Account vouchers #'s 158-174 as well as 176 & 177 in the amount of \$11,939.04.

RESOLUTION 076-2020 - A motion was made by Councilman Saddlemire seconded by Councilwoman Springer to accept the Clerk and Supervisor reports as presented (*not including the individual checks written that are not included in vouchers.) for March, April and May. This motion carried unanimously.

RESOLVED: to accept the Clerk and Supervisor reports as presented

**The Supervisor states this report is available for the Board to see, he ran out of time to include it for this meeting.*

RESOLUTION 077-2020 - A motion was made by Councilman Cyr seconded by Councilman Pritchard to adjourn into executive session to discuss personnel matters and purchase of real property. This motion carried unanimously.

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

Respectfully submitted,

Traci Schanz