



# Knox Town Board Minutes

*March 12, 2019*

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The meeting was called to order at 7:03 pm by Supervisor Lefkadits followed by the Pledge of Allegiance.

Present on this date:

- Supervisor Lefkadits
- Councilman Barber
- Councilman Barcomb
- Councilman Pritchard
- Councilman Saddlemire
- Superintendent of Highways Gary Salisbury
- Town Attorney Javid Afzali
- Town Clerk Traci Schanz

The meeting opened with Liaison Reports. Councilman Saddlemire attended the Agricultural Advisory Committee. There was a discussion regarding the creation of a community farmers market, community bulletin board, outreach programs through Cooperative Extension (including IPM, garden seminars, technology programs including apps on phones for costs vs fees for renting machinery). He and Councilman Barcomb had discussions regarding appointments to the Ag Committee, looking to balance the committee between career farmers and hobby farmers. Supervisor Lefkadits suggested reaching out to Artie, who owns the barn behind the store to possibly hold a farmer's market. Mr. Pokorny stated he would be willing to talk with the committee for use of his octagon barn.

Supervisor Lefkadits attended the Planning Board meeting as well as the Zoning Board of Appeals meeting. The Planning Board continues to discuss the MRD. The ZBA has unanimously supported the idea of the MRD and submitted letter of approval to the Town Board.

**RESOLUTION** A motion was made by Councilman Saddlemire, seconded by Councilman Pritchard approve the minutes from February 13, 2019. **This motion was tabled.**

**TABLED**: Motion tabled pending further discussion on related minutes policy scheduled on the agenda for this meeting.

The Highway Superintendent announced that Lee Harnett has made several phone calls to several different vendors regarding the cost of recycling at the Transfer Station. With things being disassembled and separated at the transfer station, the Town will be paid for it, rather than have to pay someone else to recycle it. He hopes to have more information by next month.

Kathy Stemple from the Berne Library provided a flyer with the 2018 Annual Report and statistics regarding book usage and upcoming programs and events.

Supervisor Lefkaditis thanked all involved, including the Town Board for a successful Winterfest.

Councilman Barcomb and Councilman Saddlemire reported they are still working on flooring options and quotes to complete the lower level floor. The quotes so far for epoxy flooring that Councilman Saddlemire received range from \$12-15,000. Councilman Barcomb will continue to gather bids for ceramic tile. There is concern over scratching or breaking the floor with the old voting machines and furniture. Russ Pokorny check into the worth of the voting machines.

There was a discussion regarding a Retention policy from State Ed. Councilman Saddlemire asked a question regarding already having a policy when the town received the records grant. Supervisor Lefkaditis explained that there was no retention policy adopted at that time. Councilman Barcomb had questions regarding the retention of video tapes. Attorney Afzali and Supervisor Lefkaditis explained how this would work and Supervisor Lefkaditis read the retention policy regarding incidents.

**RESOLUTION 059-2019** – A motion was made by Supervisor Lefkaditis, seconded by Councilman Barcomb to adopt the Town of Knox Records Retention and Disposition Schedule of MU1 as presented. A roll call vote was taken with Councilman Barber voting AYE, Councilman Barcomb voting AYE, Councilman Pritchard voting AYE, Supervisor Lefkaditis voting AYE and Councilman Saddlemire voting AYE. The motion carried unanimously.

**RESOLVED**: to adopt the Town of Knox Records Retention and Disposition Schedule of MU1 as presented.

Councilman Barber question the status of the PILOT. Attorney Afzali stated the Town completed the red-line comments and are still awaiting response. Supervisor Lefkaditis will follow up on this.

Kyle Bates and Ken Beck presented a proposal from the BKW Little League to renovate the lower level field for baseball and softball. The entire field would be skimmed, red clay brought in, and the mound replaced. Discussion followed regarding Phase II of the Park Development plan, possible grant money, responsibility of maintenance of field, fundraising, and ways to decrease the costs.

**RESOLUTION 060-2019** – A motion was made by Councilman Saddlemire, seconded by Councilman Barber to support the Little League Proposal, not to exceed \$11, 742.00, with Vas working on reducing transportation costs and possible SAM Grant reimbursement. The motion carried unanimously.

**RESOLVED**: to support the Little League Proposal, not to exceed \$11, 742.00, with Vas working on reducing transportation costs and possible SAM Grant reimbursement.

A discussion was held regarding a proposal of a minutes policy presented to the Board by the Clerk. It is an informative policy, and no vote required. Councilman Barcomb voiced his concerns regarding how letters submitted will be retained and made available to the public. Several residents voiced their

concern that minutes should be available on-line as well as in the Clerk's office. If letters presented to the Clerk become an official part of the Town record, does this leave the town liable for litigation?

**RESOLUTION 061-2019** – A motion was made by Councilman Barcomb, seconded by Councilman Pritchard to approve the Minutes Policy with recommended changes to include the MU1 and availability to the public via the Town's website, beginning in March 2019. This motion carried unanimously.

**RESOLVED**: to approve the Minutes Policy with recommended changes to include the MU1 and availability to the public via the Town's website.

**RESOLUTION 062-2019** – A motion was made by Supervisor Lefkaditis, seconded by Councilman Saddlemire to accept the minutes from the February 2019 meeting as presented. The motion carried unanimously.

**RESOLVED**: to accept the minutes from the February 2019 meeting as presented.

**RESOLUTION 063-2019** – A motion was made by Supervisor Lefkaditis, seconded by Councilman Barcomb to send Nikki Salisbury to Guilderland for a DCO seminar on May 15<sup>th</sup> at a cost NTE \$50. The motion carried unanimously.

**RESOLVED**: to send Nikki Salisbury to Guilderland for a DCO seminar on May 15<sup>th</sup> at a cost NTE \$50.

Councilman Barber set the date for Town-wide cleanup day on April 27<sup>th</sup> from 9-12pm. Everyone will meet at the Transfer Station.

There was a discussion regarding the creation of a committee, as well as Russ Pokorny, to interview candidates for the Assessor position. The committee will consist of Councilman Barber and Councilman Barcomb as well as current Assessor Russ Pokorny. The Clerk will email current list of applicants along with any other information, resumes, etc. to the committee.

**RESOLUTION 064-2019** – A motion was made by Councilman Barcomb, seconded by Supervisor Lefkaditis, to approve the trailer park permits for Green Acres, Kountry Knolls and Knoxville Estates in the amount of \$1,360.00. The motion carried unanimously.

**RESOLVED**: to approve the trailer park permits for Green Acres, Kountry Knolls and Knoxville Estates in the amount of \$1,360.00.

Councilman Barcomb asked how the fees were generated for the Trailer Parks and if Knox was aligned with other towns for similar amounts charged. Supervisor Lefkadits explained he believed fees were designated per lot. The Clerk is unaware of what other towns may charge.

**RESOLUTION 065-2019** – A motion was made by Councilman Pritchard, seconded by Councilman Barcomb to approve the Supervisor and Clerk reports as presented. This motion carried unanimously.

**RESOLVED**: to approve the Supervisor and Clerk reports as presented.

**RESOLUTION 066-2019** – A motion was made by Councilman Barber, seconded by Councilman Barcomb to authorize the Supervisor to pay bills from Abstract #3, 2019. The motion carried unanimously.

**RESOLVED**: to authorize the Supervisor to pay bills from Abstract #3, 2019.

#### **Public Comment**

B. McAulliffe - asked questions regarding ZBA discussion of MRD and approval w/o public notice, stated she attended ACPB meeting where MRD was rejected, asked questions to Supervisor regarding financials

J. Gagnon – requested update of FB live, miscommunication and no research was done, Jean will look into it; questions regarding sexual harassment training, concerns regarding minutes policy and availability of letters submitted, questioned why MRD stated interim council, questions regarding incorporating baseball field improvements with Phase 2

B. Pasquini – questions regarding use of local contractor for lower level flooring, suggested Lifeproof, available at Home Depot for optional flooring material

A. Pokorny -requested update on energy grant, asked if audit received back yet

C. Gufstason – questioned if fundraising is done in Little League for field improvements, voiced concerns of letters included in minutes, questioned MRD and why is it moving forward after public complaint

L. Murphy – questioned if reply received from civil service regarding transfer station, concerns regarding letters submitted and made available

P. Scilipoti – stated everyone has right to ask questions and believes name and brief statement should be included in minutes

C. Wright – questions regarding financial document from last meeting (annual financial schedule K) and availability to public

Councilman Barber - questions regarding no smoking policy and how to enforce it

**RESOLUTION 067-2019** - A motion was made by Councilman Barcomb, seconded by Supervisor Lefkaditis to adjourn the meeting. The motion carried unanimously.

**RESOLVED:** to adjourn the meeting.

Respectfully Submitted,

Traci Schanz  
Knox Town Clerk