

**Town of Knox  
Regular Meeting  
March 8, 2016**

**PRESENT:** Supervisor Lefkaditis  
Councilman Kuck  
Councilman Barber  
Councilman Barcomb

**ABSENT:** Councilwoman Pokorny

**ALSO:** Town Attorney Dorfman  
Town Clerk Murphy  
Highway Superintendent Salisbury

The meeting was called to order at 7:32 p.m. with the Pledge of Allegiance to the Flag.

**AGENDA:**

Supervisor Lefkaditis requested that the minutes from February regular meeting on 2/9/16 be removed from the agenda and tabled until he has time to review the audio tape from that meeting.

**RESOLUTION # 48-2016 - REMOVE 2/9/16 MINUTES FROM AGENDA**

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

RESOLVED that the minutes of the 2/9/16 February Meeting be removed from the agenda.

**RESOLUTION # 49-2016 – CONSENT TO AGENDA AND APPROVAL OF MONTHLY MINUTES**

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

RESOLVED that the minutes of the 2/27/16 Special Meeting be approved.

**4. PRESENTATIONS**

a. Kenneth's Army came to announce the 2<sup>nd</sup> annual Kenneth's Ride set for Saturday, June 4, 2016. Registration is at 9am at Thacher Park and ride starts at 11am. Immediately after the ride there will be a Chicken BBQ back at Thacher Park. Support is appreciated and proceeds from this event will go toward the scholarship fund for a BKW student to further their education in the field of Social Services.

b. ZBA – no one was present from board

c. Thacher Park Fall Festival: The festival has been cancelled for 2016 and Laura Pasquini requested that the festival be moved to the Knox Town Park on either September 10<sup>th</sup> or 24<sup>th</sup>. Laura offered to send letters out looking for potential vendors if the board approves.

Supervisor Lefkaditis recommended that the town give permission to Laura to generate a letter to vendors to see if there is interest. Lefkaditis suggested a 30 day response time for vendors to respond with their interest. He added that the Berne and Knox Youth Councils would like to piggy back off of this event to make it a regular event in the future.

d. Altamont & Berne Library Presentation: Judy Petrosillo, Manager of the Berne Library, and Joe Burke, Director of the Altamont Library, reported to the board on the 2015 Annual Report. Currently there are 2,318 total patrons using the Berne & Altamont Libraries, 401 are Knox residents (18%). In 2015 10% of the monthly circulation in Altamont went to Knox residents and 16% of the monthly circulation in Berne went to Knox residents. The Altamont Library Budget for 2015 was \$150,000. The Berne Library Budget was \$47,813. The per capita support for library services in 2015 were \$28.98 for Village of Altamont residents; \$14.03 for Town of Berne residents; and \$4.05 for Town of Knox residents. The libraries are very happy to host Knox residents however the attendance at events and the increase in circulation needs do increase the budgets of both libraries and they would like to request that the gap in per capita support be closed when looking toward the budget for 2017.

### **NEW BUSINESS:**

6a. Smoke alarms for seniors: NYS Fire Chiefs have been kind enough to donate 50 Smoke detectors to Knox Seniors. Charlotte Fuss, Knox Senior Coordinator, learned of a grant, which was successfully completed by Fire Chief Bill Vinson. Frank Fuss of the Knox Fire Company and Pat Lightbody will be coordinating the distribution and installation.

Councilman Barber introduced the newly appointed Town Historian, Kathleen Putzig and presented each of the board members with a copy of the Reissue of the Knox Sesquicentennial Book. Kathleen reported that she was looking forward to going into the schools to offer presentations called Suitcase of History, as well genealogy research and more.

6c. Supervisor Lefkaditis reported that the town received one sealed bid from Trius, Inc. for the purchase of a 2016 John Deere 5100E Tier 4 final tractor with Tiger Inc. model Bengal 18 high mount with 50" flail head in the amount of: \$104,527. A non-collusive bidding certificate was included.

Highway Superintendent Salisbury wanted to review bid before any action was taken.

6b. Diane Champion, Tax Collector, requested that the board approve her attendance at a workshop in June. The cost would be \$635 for registration and hotel.

**RESOLUTION # 50-2016 – AUTHORIZE TAX COLLECTOR DIANE CHAMPION TO ATTEND ANNUAL WORKSHOP**

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

RESOLVED to authorize Tax Collector Diane Champion to attend annual workshop.

6d. Supervisor Lefkaditis announced that he would like to switch to a basic payroll package from current provider Paychex to give the town a savings of \$1,700 a year.

**RESOLUTION # 51-2016 – AUTHORIZE SUPERVISOR LEFKADITIS TO SWITCH TO A BASIC PAYROLL PACKAGE THROUGH PAYROLL COMPANY PAYCHEX**

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

RESOLVED to authorize Supervisor Lefkaditis to switch to a basic payroll package through payroll company Paychex.

The board discussed and agreed to switch the Transfer Station employees to a bi-weekly paycheck from a quarterly paycheck at a payroll cost of \$215 per year.

6e. Supervisor Lefkaditis has been in negotiations with telephone companies to upgrade the telephony agreement for the Town. Currently the main phone number has a long message with no way of connecting to a specific office or to transfer calls. There is no call-waiting so people get a busy signal when trying to call and all fax lines are shared with the phone line creating an issue with busy signals. Supervisor Lefkaditis requested authorization to negotiate for a new service agreement not to exceed \$110 more per month.

**RESOLUTION # 52-2016 – AUTHORIZE SUPERVISOR LEFKADITIS TO EXECUTE NEW TELEPHONE AGREEMENT NOT TO EXCEED \$110 MORE PER MONTH.**

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

RESOLVED to authorize Supervisor Lefkaditis to execute new telephone agreement, not to exceed \$110 more per month.

6f. Supervisor Lefkaditis asked the board to approve the expansion of senior bus services in Knox to offer food shopping. Supervisor Lefkaditis is working with the Town of Berne Supervisor to share their current services at a cost of \$1,000.00. The board was in agreement on the expansion and Supervisor Lefkaditis will present an actual agreement with the Town of Berne at the next meeting.

6g. Supervisor Lefkaditis would like approval to switch the Town of Knox official dog kennel to Joe Durma's facility in Schoharie. The facility is approved by the NYS Ag & Markets and is only 6 miles away versus over 30 miles to the current facility in Menands. Additionally the cost per

day is \$15 versus the current rate of \$65. Supervisor Lefkaditis will present the new contract for review at the next board meeting.

6h. Supervisor Lefkadisit requested that the board approve a change in Municipal Insurance Broker from Amsure to Marshall Sterling. Lefkaditis has met with Ken Gray who was able to find over \$22,000.00 in savings for the town.

*[Amendment: the following be added] "I would like the Board to authorize a change in broker. We are currently using Amsure and when I first started digging into our Workman's Comp something was wrong. We were paying a lot of money. We were paying \$69,000 a year for Workman's Comp. That's too much giving the amount of pay we have and the number of employees we have. .... Ken Gray was introduced to the School Board a couple of years back...he is a municipal insurance basically an expert.... I called Ken and said something is wrong..... Ken came in. ....we took a hit in 2010..... that has dropped off our experience rating.... We are now a .86 experience rating Our current broker and our current insurance company did not catch that. Ken Gray did. Going forward we are saving 22, 611 every year from now on barring any issues. I would like permission to switch from Amsure to Ken Gray...."*

~~**RESOLUTION # 53-2016 — AUTHORIZE SUPERVISOR LEFKADITIS TO CHANGE MUNICIPAL INSURANCE BROKER FROM AMSURE TO MARSHALL STERLING.**~~

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

~~RESOLVED to authorize Supervisor Lefkaditis to change Municipal Insurance Broker from Amsure to Marshall Sterling.~~

**Amendment: RESOLUTION #68-2016 - RECINDING AND REVOKING THE RESOLUTION OF THIS BOARD DATED MARCH 8, 2016 APPOINTING MARSHALL AND STERLING UPSTATE, INC AS THE EXCLUDING INSURANCE BROKER OF THE TOWN OF KNOX**

Supervisor Lefkaditis mentioned that there is potential for additional savings for removing paving codes from current policy. The new company will review this and may have to change the Highway Garage to a daily log of activity.

The board requested that the new broker look into other quotes including one from the current company to see what is the best rate.

Town Attorney Dorfman stated that he could look into potential over charging in the past from the current company and see if funds could be refunded to the Town.

6i. Supervisor Lefkaditis was looking for authorization to remove trees in the town park. The

Knox CAC submitted recommendations for this process.

1. Poplar Trees near little league field and Norway Maple near concession stand - would like to see removed. The CAC recommended removing anything in public danger and replace with native trees, however the board suggested holding off on planting anything which will allow the current line of Oak trees to flourish.
2. Remove Ash Trees in Wetlands that have been destroyed by the Emerald Ash Borer. The CAC recommended that any trees in imminent danger of falling on a designated walkway should be removed immediately, all others should be left to become part of the wetlands habitat.

**RESOLUTION # 54-2016 – AUTHORIZE IMMEDIATE REMOVAL OF TREES THAT ARE POTENTIALLY DANGEROUS IN TOWN PARK.**

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

RESOLVED to authorize the immediate removal of trees that are potentially dangerous in the Knox Town Park.

6j. **FACILITEIS WALK THROUGH REPORT:** Supervisor Lefkaditis stated that he is grateful for all of the volunteers and work that has been done over the years at the town hall, park and other facilities and that the current board must build on what has been done. Lefkaditis provided a presentation of the findings report from the Facility Walk Through on February 27<sup>th</sup>.

- **TOWN HALL:** Reviewed concerns with exterior and interior of Town Hall Building

**Priority items:**

1. Immediately engage generator repair facility and enter into service agreement (attached) going forward
2. Remove and replace all drywall effected by mold
3. Have HVAC system examined and repaired, if necessary
4. Repair emergency lighting, where necessary

**RESOLUTION # 55-2016 – AUTHORIZE REMOVAL AND REPLACEMENT OF DRYWALL EFFECTED BY MOLD.**

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

RESOLVED to authorize the removal and replacement of drywall effected by mold.

**RESOLUTION # 56-2016 – AUTHORIZE SUPERVISOR LEFKADITIS TO ENTER INTO A SERVICE AGREEMENT WITH GENTECH EMERGENCY POWER FOR SERVICE AND REPAIR TO BUILDING GENERATOR.**

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

RESOLVED to authorize Supervisor Lefkaditis to enter into a service agreement with Gentech Emergency Power for service and repair to the building generator.

Supervisor Lefkaditis presented a list of short-term and long-term recommendations for the Town Hall Building.

**Short-term repairs and maintenance**

1. Repair defibrillator and alarm as necessary
2. Install and repair saddles where appropriate
3. Repair faucets, where appropriate
4. Repair cabinetry, where appropriate
5. Reinforce and repair stair treads and railings where appropriate

**Spring and Summer Projects**

1. Install water softener
2. Address floor tiles in basement conference room
3. Repair any drywall damage
4. Remove stones around exterior of building
5. Repair holes in siding
6. Repair cement board surrounding building at ground level
7. Create Maintenance Schedule

- ***TOWN PARK:*** reviewed areas of concern like trees, frost heave causing lots of issues with playground equipment and trail maintenance needed.

**Priority items:**

1. Remove trees

**Ongoing Items:**

1. Do triage as necessary
2. Work closely with Knox Youth Council to implement park plan
3. Continue conversations with County, State, and Federal officials for possible funding.
4. Create Maintenance Schedule over summer

- ***TRANSFER STATION:*** Several concerns with driveway settling and moving causing major issues with the retaining walls in parking area and cement wall under hopper.

**Priority items:**

1. Remove tree limbs

**Ongoing Items:**

1. Do triage as necessary
2. Continue conversations with County, State, and Federal officials to facilitate Capital Improvement Projects

- ***HIGHWAY GARAGE:*** the building is in tough shape and is probably too far gone to repair. The septic and water is a major problem. Cracks in floor and settling have caused issues with overhead doors and heating the uninsulated building is wasting fuel.

**Ongoing Items:**

1. Do triage as necessary

2. Continue conversations with County, State, and Federal officials to facilitate Capital Improvement Projects.
- **BOARDWALK:** currently closed to public because it is too dangerous to walk on with cracks and holes all along boardwalk.

**Ongoing Items:**

1. Do triage as necessary
2. Continue conversations with County, State, and Federal officials to facilitate Capital Improvement Projects.

**RESOLUTION #57-2016 – TOWN BOARD TO ACCEPT THE TRAILER COURT APPLICATIONS FOR KOUNTRY KNOLLS TRAILER PARK**

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

RESOLVED to accept the Trailer Court Applications for 2016 for Kountry Knolls Trailer Park.

6a. After reviewing the bid from Trius, Inc. the board made a motion to accept the bid.

**RESOLUTION #58-2016– ACCEPT BID FROM TRIUS, INC. FOR THE PURCHASE OF A 2016 JOHN DEERE 5100E TIER 4 FINAL TRACTOR WITH TIGER INC. MODEL BENGAL 18 HIGH MOUNT WITH 50” FLAIL HEAD FOR THE COST OF \$104,527.00**

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

RESOLVED to accept bid from Trius, Inc. for the purchase of a 2016 John Deere 5100E Tier 4 final tractor with Tiger Inc. model Bengal 18 high mount with 50" flail head for the cost of \$104,527.00.

Supervisor Lefkaditis stated that the town will pay for this with either cash or BAN and will be repaid by FEMA at a later date.

**OLD BUSINESS:**

7a. Supervisor Lefkaditis requested that the latest version of the Zoning Ordinance be put up on the website as soon as possible and be circulated to the board.

Councilman Barcomb asked about a clause to building permits for waste disposal from building site, approve by the board several years ago, but was never added to the zoning ordinance, and asked that it be added right away.

7b/c. Abandonment Clause: This is a problem for nonconforming business. Councilman Barcomb commented that we need better mechanism to allow for new business use after a

business has closed. Supervisor Lefkaditis stated that currently it is counterproductive to business and would like to see it removed and asked the Planning Board to look into it.

7d. Supervisor Lefkaditis would like the Planning Board to bring back a proposal for Business District 1 to be reviewed by the board.

7e. Supervisor Lefkaditis is looking for approval for the purchase of an equipment trailer as part of the FEMA Alternative Project PW7100.

Town Attorney Dorfman presented the board with a prepared BAN for the purchase of the John Deere Tractor.

**RESOLUTION #59-2016– ACCEPT PREPARED BAN FOR THE PURCHASE OF A 2016 JOHN DEERE 5100E TIER 4 FINAL TRACTOR WITH TIGER INC. MODEL BENGAL 18 HIGH MOUNT WITH 50” FLAIL HEAD NOT TO EXCEED 3% INTEREST.**

On motion of Councilman Barber, seconded by Supervisor Lefkaditis, the following resolution was ADOPTED by the following roll call:

AYES: Barber, Kuck, Lefkaditis

NAYS: Barcomb

RESOLVED to accept prepared BAN for the purchase of a 2016 John Deere 5100e Tier 4 Final Tractor with Tiger Inc. Model Bengal 18 high mount with 50” flail head, not to exceed 3% interest.

**RESOLUTION #60-2016– AUTHORIZE PURCHASE OF MILTON CAT TOW MASTER 24 TON DECK OVER TILT DECK TRAILER (NATIONAL CONTRACT # 120377) FOR \$18,685.89**

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

RESOLVED to Authorize Purchase of Milton Cat, Tow Master 24 Ton, Deck Over Tilt Deck Trailer (National Contract # 120377) for \$18,685.89.

**RESOLUTION # 61-2016 - APPROVAL OF MONTHLY REPORTS**

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

RESOLVED that the Reports of the Town Clerk and Town Supervisor for the Month of February 2015 be approved.

**RESOLUTION # 62-2016 - PAYMENT OF BILLS**

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

RESOLVED that the Bills be paid on General Abstract #03 of the General Fund, covering claims #40-50 in the amount of: \$6,551.73 and of the Highway Fund, covering claims #51-60 in the amount of: \$8,682.65 for the year 2016.



## 9. PUBLIC DISCUSSION:

Mike Venutti of Bozenkill Road addressed the board about the ongoing issue with the abandoned property and collapsing building located across the street from his property.

Town Attorney Dorfman commented that he has been working on this issue for some time and with at least 2 junk vehicles there the town can legally go in an clean up and bill for the service on the property, however, in this unique situation the town will never see the funds. At this point he would like to get an estimate for having the highway department go in to clean up and bring that to the board for approval.

Planning Board Chairman Robert Price commented that there may be some concerns with asbestos and to be careful.

John Dorfman spoke with someone from the NYSDEC and informally they reported that there are no concerns with the property. Supervisor Lefkaditis would like to get the ball rolling on this project for the resident. Dorfman will prepare a letter to be sent to the family members of the property notifying them that they have 30 days to clean up the property or the town will begin a clean-up process.

Joan Adriance requested that the draft minutes from the board meetings be posted on the website for reviewed before they are approved each month.

Bruce Countryman asked what the board was doing with the property on Witter and Township. Supervisor Lefkaditis stated that this is what we are looking into, we need legal authorization to do anything; the goal going forward is to be able to deal with abandoned properties such as this.

With no further business, on a motion of Councilman Barcomb, seconded by Supervisor Lefkaditis, the meeting was adjourned at 10:44 p.m. Carried unanimously.

Respectfully Submitted,  
March 16, 2016

Tara L. Murphy