

June 14, 2011

**Town of Knox
Regular Meeting**

PRESENT: Supervisor Hammond
Councilwoman Gage
Councilwoman Nagengast
Councilman Stevens
Councilman Viscio

ALSO: Town Clerk Swain
Highway Superintendent Salisbury
Town Attorney Dorfman

The meeting was called to order at 7:31 p.m. with the Pledge of Allegiance to the Flag.

RESOLUTION # 71 - APPROVAL OF MINUTES

On motion of Councilman Viscio, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED that the minutes of the May 2011 Meeting were approved.

RESOLUTION # 72 - APPROVAL OF MONTHLY REPORTS

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED that the Reports of the Supervisor and Town Clerk for the Month of May 2011 be approved.

RESOLUTION # 73 - PAYMENT OF BILLS

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED that the Bills be paid on General Abstract #006 of the General Fund, covering claims # 168-191 and of the Highway Fund, covering claims # 156-167 for the year 2011.

Supervisor Hammond read the Request for Proposal, legal notice for the Community Room.

REQUEST FOR PROPOSALS
TOWN OF KNOX

The Town of Knox is issuing a Request for Proposals (RFP) to solicit applications to provide construction services to the "Community Room" situated at the Knox Town Hall, Knox, New York. Specifically, this RFP solicits construction services in the nature of framing, sheet rocking, taping, painting, electrical and trim as set forth in certain plans and specifications filed with the Knox Town Clerk and available for inspection at the Knox Town Hall. Additional information and to schedule an inspection of the construction site and scope of the project may be made by contacting Town Supervisor, Michael Hammond at 872-1457.

June 8, 2010

The RFP must be submitted to the Knox Town Clerk in a sealed envelope marked "Request for Proposal-Community Room at or prior to 7:30 p.m. on June 14, 2011.

The Knox Town Board reserves the right to reject any and all proposals as submitted.

Dated: May 23, 2011

Kimberly Swain
Knox Town Clerk

The town received two sealed bids.

The first request for proposal, from Knox Country Builders, LLC, Ken Fortuin(owner) is for \$14,428.00.

The second request for proposal, from Extreme Tile & Contracting, Don Hempstead(owner) is for \$10,950.00.

RESOLUTION # 74 - AUTHORIZE TOWN ATTORNEY TO ESTABLISH A CONTRACT BETWEEN THE TOWN OF KNOX AND EXTREME TILE & CONTRACTING, FOR \$10,950.00

On motion of Councilwoman Gage, seconded by Councilman Stevens, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize the contract between the Town of Knox and Extreme Tile & Contracting for services in the Request for Proposal.

RESOLUTION # 75 - AUTHORIZE SUPERVISOR TO MAKE PAYMENT TO ALBANY COUNTY BOARD OF ELECTIONS FOR 2009 BACKCHARGES IN THE AMOUNT OF \$5,300.00

On motion of Councilman Stevens, seconded by Councilwoman Gage, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Supervisor to make payment to Albany County Board of Elections for 2009 back charges in the amount of \$5,300.00

RESOLUTION # 76 - AUTHORIZE SUPERVISOR TO MAKE PAYMENT OF \$38,917.00 FOR WORKER'S COMP. ALLIANCE

On motion of Councilwoman Gage, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize Supervisor to make payment of \$38,917.00 to Worker's Comp. Alliance.

Budgeted for \$34,200.00, will transfer \$ 4,717.00 to make up the difference.

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RESOLUTION #77 –AUTHORIZE SUPERVISOR TO TRANSFER \$4,717.00 FROM THE CONTINGENT ACCOUNT A1990.4 TO THE WORKER’S COMP ACCOUNT A9040.8

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize supervisor to transfer \$4,717.00 from the contingent account to the worker’s comp. account.

Bob Price discussed the proposed changes to the Zoning Ordinance regarding outdoor lighting on new construction in the Town. These proposed requirements would be administrated by the Building and Zoning Administrator and compliance would be required before the issuance of a Certificate of Occupancy was issued.

RESOLUTION # 78 – AUTHORIZE TO HOLD PUBLIC HEARING ON THE CHANGES TO THE ZONING ORDINANCE RELATING TO OUTDOOR LIGHTING

On motion of Councilwoman Gage, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to hold a public hearing at the July Town Board Meeting for the proposed changes to the Zoning Ordinance.

American Red Cross will be holding a Blood Drive at the Town Hall on Saturday, June 18th from 8:00am to 1:00pm.

RESOLUTION # 79 –AUTHORIZE PAYMENT TO AUDIO VISUAL SALES AND SERVICE FOR OVERHEAD PROJECTOR MATERIALS

On motion of Councilman Viscio, seconded by Councilwoman Nagengast, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to authorize payment to Audio Visual Sales and Service for \$3,604.78 for the overhead projector materials.

Highway Superintendent Salisbury reported that the Salvation Army has neglected to pick up the contents of the donation box. He would like to find a replacement, as the residents do use this to donate many items.

Supervisor Hammond reported that the employees at the Transfer Station requested a Port a John. Supervisor Hammond called for pricing on one, which would be \$95.00 per month.

John McGivern attended a board meeting for Boy Scouts and will receive a Citizenship badge for attending a meeting.

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Linda and Peter Novello addressed the board with a few of their concerns.

Discussion regarding the security and access of the Record Storage Room was entertained by the board members.

Supervisor Hammond announced that the safe has been repaired.

Councilman Stevens presented the board members with two quotes for the purchase of an AED for the Town Hall. Recommends the purchasing the unit from Foremost equipment for \$1,646.00.

RESOLUTION #80-AUTHORIZE COUNCILMAN STEVENS TO PURCHASE AN AED FOR THE TOWN HALL FOR \$1,646.00

On motion of Councilman Viscio, seconded by Councilwoman Gage, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to purchase an AED from Foremost Equipment for \$1,646.00.

Supervisor Hammond thanked Councilman Stevens on all the research he has done for the AED.

Recording Secretary for the Planning Board, Lisa Chase has resigned. Bob Price advertised the position and interviewed Joan Bentley.

RESOLUTION #81-APPOINT JOAN BENTLEY AS RECORDING SECRETARY FOR THE PLANNING BOARD

On motion of Councilwoman Gage, seconded by Councilman Viscio, the following resolution was ADOPTED AYES 5 NAYS 0

RESOLVED to appoint Joan Bentley as Recording Secretary to the Planning Board.

On motion of Councilman Stevens, seconded by Councilwoman Nagengast, the meeting was adjourned at 9:20 p.m. Carried unanimously.

Respectfully Submitted,

June 21, 2011

Kimberly D. Swain

June 14, 2011