

**Town of Knox
Regular Meeting
December 11, 2012**

PRESENT: Supervisor Hammond
Councilwoman Pokorny
Councilman Barber
Councilman Viscio
Councilman Decker

ALSO: Town Clerk Swain
Highway Superintendent Salisbury

ABSENT: Town Attorney Dorfman

The meeting was called to order at 7:30p.m. With the Pledge of Allegiance to the Flag.

Supervisor Hammond has been in contact with the Schoharie County Animal Shelter, they are not ready to enter into an agreement with a municipality outside of Schoharie County.

RESOLUTIONS #110 – AUTHORIZE SUPERVISOR TO ENTER INTO AN AGREEMENT WITH THE MOHAWK HUDSON HUMANE SOCIETY FOR 2013

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

RESOLVED to authorize the supervisor to enter into an agreement with the Mohawk Hudson Humane Society for 2013.

Discussed the closure of the Knox Post Office. Town officials and the United States Postal Service have held meetings to discuss the closure and the possibilities of opening a Post Office in other locations. The Reality Management Company has tried to contact the owners of the building, to discuss compliance of the building for the use of the Post Office. Supervisor Hammond discussed the possibility of the Post Office sharing a portion of Community Room located in the Town Hall. Easy access from the rear of the building, plenty of parking spaces, and restrooms available. If and when, the Post Office is re-established in Knox, the hours will be limited to a part time Post Master, four to six hours a day. The US Postal Service would like to see Knox have a village concept Post Office. Currently, there are no businesses within the town that would be able to accommodate this concept.

RESOLUTION # 111 – AUTHORIZE SUPERVISOR TO MEET WITH REPRESENTATIVES OF THE UNITED STATES POSTAL SERVICE

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

RESOLVED that the Supervisor of the Town of Knox is authorized to meet with representatives of the United States Postal Service for the purpose of the immediate restoration of direct postal service in the Town of Knox; and it is further

RESOLVED that the Supervisor of the Town of Knox is further authorized to pursue any and all remedies to establish/re-establish a post office building/site within the Town of Knox. Such remedies may include use of a portion of the lower level of the Knox Town Hall.

Supervisor Hammond would like to purchase a Kuerig Coffee Maker from BJ's Wholesale Club for the kitchen. When holding meetings at the Town Hall, he'd like to be able to offer coffee. The town's account with BJ's has expired and would like to establish that account.

November's meeting the board received and opened bids for a new truck for the Highway Department. The awarded bid was from DeNooyer Chevrolet for \$20,912.00. The board didn't advertise for a permissive referendum. Supervisor Hammond suggested not holding a permissive referendum and purchase truck directly from Highway budget.

Circulation of the Dog Warden report for the year 2012, with amount of activity from Louis Saddlemire.

Supervisor Hammond reported on a meeting held with John Layton, with the Albany County Emergency Management. An emergency preparedness guide was distributed to officials. Supervisor Hammond will put on the town's website. In the event of an emergency in town, The Rock Road Chapel, Knox Town Hall and the Knox Fire House are open for a shelter. Supervisor Hammond and Highway Superintendent Salisbury to meet and implement an emergency plan. Another meeting will be held on February 11, 2013 at the Knox Fire House.

RESOLUTION #112 – AUTHORIZE THREE TRANSFERS FROM CONTINGENT ACCOUNT A1990.4

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

RESOLVED to transfer from the contingent account: A1990.4 to A1410.4 for \$1,700; A1990.4 to A1330.4 for \$500; A1110.11 for \$300.

RESOLUTION #113 – SET TIME AND DATE FOR THE JANUARY 2013 ORGANIZATIONAL MEETING

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

RESOLVED to hold the January 2013 Organizational Meeting on January 1, 2013 at 9:00a.m.

Travis Stevens reported that Albany County has transferred two parcels to the Winn Preserve.

Robert Price reported that the consultant hired to review the Comprehensive Plan, has reported the comprehensive plan is in need of updating. Mr. Price stated that there is more work than originally thought. He suggested asking the consultant what her costs would be to revise the comprehensive plan.

RESOLUTION #114 – APPROVAL OF THE MONTHLY REPORTS

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

RESOLVED that the Reports of the Supervisor and Town Clerk for the Month of November 2012 be approved.

Councilman Barber reported on the Youth Committee. Winter Fest will be held on January 26th, weather permitting. Memorial Day Parade will be May 27, 2013 in which a tree planting ceremony will take place in memory of Ed Schmitt. Youth Soccer Program will be in August 2013. Current members for 2013 will be: Jean Forti, Jean Gagnon, Anne Payne, Chasity McGivern, MaryEllen Nagengast and Tom Payne.

RESOLUTION #115 – APPROVAL OF MINUTES

On motion of Councilman Viscio, seconded by Councilman Barber, the following resolution was
ADOPTED AYES 5 NAYS 0
RESOLVED that the minutes of the November 7, 2012 meeting be approved.

RESOLUTION #116 – APPROVAL OF MONTHLY BILLS

On motion of Councilman Barber, seconded by Councilwoman Pokorny, the following resolution was
ADOPTED AYES 5 NAYS 0
RESOLVED that the bills be paid on General Abstract #012 covering claims #332-352 and Highway Abstract #012 covering claims #318-331, 353 & 354.

RESOLUTION #117 – CLOSE REGULAR MEETING AND ENTER INTO EXECUTIVE SESSION AT 8:15P.M.

On motion of Councilman Viscio, seconded by Councilman Decker, the following resolution was
ADOPTED AYES 5 NAYS 0
RESOLVED to close regular meeting and enter into executive session at 8:15p.m.

RESOLUTION #118 – TOWN BOARD TO DEVELOP A HIGHWAY DEPARTMENT EMPLOYEE HANDBOOK

On motion of Councilman , seconded by Councilman , the following resolution was ADOPTED AYES
5 NAYS 0
RESOLVED to develop an employee handbook for the Highway Department.

On motion of Councilman Viscio, seconded by Councilman Barber, the meeting was adjourned at PM. Carried unanimously.

Respectfully submitted,
December 17, 2012

Kimberly D. Swain