

Approved

July 13, 2015

**May 11, 2015
Town of Taghkanic
Town Board Meeting**

6:30 pm: Town Board members audited and signed vouchers.

7:00 pm: The Town Board of the Town of Taghkanic held Highway Project meeting and Regular monthly meeting on the above date at the Taghkanic Town Hall. Board Member Joyce Thompson opened the meeting with the Pledge of Allegiance, moment of Silence and Safety Review.

Present:	Ryan Skoda	Board Member
	Linda Swartz	Board Member
	Joyce Thompson	Board Member
	Cheryl Rogers	Clerk
Absent:	Erik Tyree	Supervisor
	Richard Skoda	Board Member

Guest Speaker: Antony Gravett, update on town website and introduced "cheat sheets" to up load information on the website. He advised that he will prepare more informational sheets in the next few weeks.

- ✚ Board Member Joyce Thompson: we need to find someone to do updates and maintain the website.
- ✚ Board Member Linda Swartz: when submitting minutes would it be easier if done in PDF.
- ✚ Tony Gravett: yes, that is the format we have set up for all website documents.
- ✚ Debbie Colgrove: website is very easy to use.

Highway Project Update: (Phase I)

Board Member Joyce Thompson reported Ray Jurkowski is unable to attend tonight's meeting; building permit has been issued and is displayed on the door at the Highway Department. Ray will meet with DeWitt in the morning to prepare for the construction of the salt building. Clerk Rogers stated that in an email from Ray he reported that Northeastern will be coming this week to do the testing on the monitoring well. Superintendent George Hotaling replied that they were at the highway department that day.

- ✚ Arthur Baker: does not feel the response to his request is correct and still believes it does not meet the towns zoning code, does not agree that the salt shed is an accessory building, what is an accessory building?
- ✚ Town Board Member Joyce Thompson: Town Attorney agrees with the Zoning Enforcement Officer, Dennis Callahan, and the Town Board accepts the ZEO position. Arthur, you can take it before the ZBA for an opinion. We have worked on this process for over 2 years; we have considered this project at length. We need to agree to disagree.

- ✚ Board Member Ryan Skoda: I stand fully behind Dennis Callahan, the salt shed meets the set backs
- ✚ Board Member Linda Swartz: ZA-4 relates to primary structures, not to accessory buildings. Linda also read the definition of accessory building.
- ✚ Arthur Baker: is the town going to move forward with the construction even though there is a concern that you are going against your own zoning?
- ✚ Board Member Joyce Thompson: Yes, we are moving forward. We have answered all your concerns, we invited you to meet with the ZEO and to go meet with Ray Jurkowski, town engineer; we have sent out numerous mailers looking for property, we have had numerous informational meetings and we have documentation to move forward with the Monroe Test, so we need to agree to disagree. There will be no more discussion on this topic.
- ✚ Arthur Baker: when building the highway building you are having the highway men to do the work?
- ✚ Board Member Ryan Skoda: there has been zero discussion on Phase II.
- ✚ Arthur Baker: suggest having the correct liability insurance to correct any mistakes or mishaps

Board Member Joyce Thompson then asked for a motion to approve the following minutes:

April 13, 2015: Tabled for all suggested changes to be added.

April 23, 2015: Town Board/Building Committee meeting minutes were accepted as written with suggested changes motioned by Board Member Linda Swartz, seconded by Board Member Ryan Skoda.

Approved: **3 Ayes** **(Linda, Joyce, Ryan)**
 0 Nays
 2 Absent **(Erik, Richard)**

The Correspondence consisted of:

1. Brian A. Custer, President, NYMIR, Town NYMIR Subscriber accounting statement covering fiscal year 2014
2. National Grid 10,000 TREES and Growing
3. Let's Talk Infrastructure
4. The UPDATE, spring 2015
5. Dennis Callahan and Carol Patterson, Thank you
6. Bob Crimi, Near Road oversize vehicle
7. RBC Wealth Management,
8. Arthur Baker, salt shed
9. Michael Paglialonga, Assoc. Attorney , Dept. of Labor, Violations and abate have been satisfied
10. Debbie Colgrove, Near, spook, Taghkanic Roads

Correspondence with discussion:

- (#6 & 10) Board Member Linda Swartz: letters received from residents on the use of Near and Taghkanic Roads.
 - ✚ Debbie Colgrove: residents are scared to come forward with complaints, but there is a resident using these roads with oversized trucks and parking them at his home and leaving at 4 am in the morning.
 - ✚ Joe Macri: the trucks are parked there right now.
 - ✚ Clerk Rogers: I will get our Resident Deputy's information.
 - ✚ Debbie Colgrove: asked for a time frame to getting something done.
 - ✚ Board Member Joyce Thompson: Possibly by the June 13th meeting, we need to investigate our options.
 - ✚ Superintendent George Hotaling: where is the residence?

Then followed reports from the Boards:

Animal Control: Wes Powell, report submitted.

ZBA: James Romaine, Chair, no report.

Planning Board: Katherine Bainer, Chair report submitted.

Assessor: Craig Surprise report submitted.

ZEO/CEO/Building Inspector: Dennis Callahan report submitted.

Historian: Nancy Griffith, no report submitted.

Traffic Safety Board: Linda Swartz, no meeting.

Environmental Management Council: Anna Kadish, report submitted.

Zoning Commission: Joyce Thompson, report submitted.

Office for the Aging: Joyce Thompson, report submitted.

Taghkanic Creek Cleanup: No meeting

Col. Co. Local Development Round Table: No meeting

Clerk/Collector: Cheryl Rogers, reports were submitted to the Board

Bookkeeper and Accountant: reports were submitted to the Board.

Supervisor: report submitted and the written report was available on the back table for the public. **Supervisor financial report is attached.**

Creek Cleanup Project: No report submitted.

Highway: George Hotaling, report submitted.

Board reports were accepted as submitted and read on a motion by Board Member Ryan Skoda seconded by Board Member Linda Swartz.

Approved: 3 Ayes (Linda, Joyce, Ryan)

0 Nays

2 Absent (Erik, Richard)

Financial Advisory Committee Report: Board Member Joyce Thompson reported that the Financial Committee met on the 7th of May and began drafting the structure of operations manual on how to do the monthly audit of the Chief Financial Officers records. Joyce presented financial spreadsheets to the committee for their feedback. The committee welcomed the newest member to the committee, Susan Benton.

Board Member Ryan Skoda moved to accept the financial report as submitted, seconded by Board Member Linda Swartz.

Approved: 3 Ayes (Linda, Joyce, Ryan)

0 Nays

2 Absent (Erik, Richard)

Advisory Board reports:

Broadband Advisory Committee: Walter Flamenbaum, no report.

Conservation Advisory Committee: Anna Kadish, reported that the walk was very interesting and the committee is planning another walk in the fall.

Fracking Advisory Committee: Tony LaSalvia, no report submitted.

Website Advisory Committee: no report.

Insurance Advisory Committee: no report.

Cleanup Town Hall Advisory Committee: Debbie Colgrove, no report.

Creek Walk Advisory Committee: Arthur Griffith, no report submitted.

Trees for Tribes: Tony LaSalvia, no report submitted.

Board Member Linda Swartz moved to accept the Advisory reports as submitted, seconded by Board Member Ryan Skoda

Approved: 3 Ayes (Linda, Joyce, Ryan)

0 Nays

2 Absent (Erik, Richard)

Old Business:

A. **Report on Research to identify the source and use of \$50,000 “Planning Money”:** Board Member Joyce Thompson: Attorney Decaire is working on whether there is a statute of limitations on this money in either direction: 1) for the town to use, or 2) for claims to be made.

✚ Larry Kadish: can money be used for kids going to summer camp? Answer: yes, it certainly could be used for that purpose.

B. **Highway Appointed/elected Superintendent referendum:** tabled

C. **BAN/BAND Update:** Board Member Joyce Thompson reported the \$190,000 check has been received; capital account has been set up, moving in the right direction. We are hoping we will not use the whole \$190,000 we are trying to save as much as we can.

D. **Changing of Bank:** postponed until December.

E. **Advisory Board Resolution Review:** tabled till next month

F. **Resolution Investment Policy:** tabled

New Business:

A. **Tax Freeze Credit:** Board Member Joyce Thompson, reported Accountant Suzanne Muldoon informed us that this is to be submitted by June 1, 2015.

B. **Debbie Colgrove (Near, Sopok, and Taghkanic Roads):** discussion was held earlier in the meeting, Board will investigate options.

C. **Resolution Climate Change:** tabled till June, Anna Kadish will send Clerk Rogers a copy of the Hillsdale Resolution.

D. **June and July Calendars:** Board Member Ryan Skoda motioned to approve June and July Calendars as presented, seconded by Board Member Linda Swartz.

Approved: 3 Ayes (Linda, Joyce, Ryan)

0 Nays

2 Absent (Erik, Richard)

✚ **Truck:** Board Member Joyce Thompson presented the following power point presentation.

Funding Decisions for the Highway Facility Upgrade Project and the Highway Fleet Upgrade Program

Town Board Meeting
Monday, 11 May 2015

Meeting Goal

- Decide on the Cash to Credit level that minimizes long-term risk
- Within that framework - approve cash down payment /10-year bond amount for a 5-ton truck in 2015



“Fund Balance” = Cash in Savings How much do we have?

- A small amount of Fund Balance is used to balance the budget each year. In 2015 the board designated \$12K in the General Fund and \$13K in the Highway Fund.
- A separate amount is maintained for emergencies.
- The remainder is available for capital projects before any investment this year.

Fund	Emergency Base	Cash Available for Capital Projects	Total Unassigned Cash
General	120K	182K	302K
Highway	210K	546K	756K
Total	330K	728K	1,058K

2015 Established Capital Projects

- **Highway Fleet Upgrade**
 - ✓ New trucks and equipment are needed to reduce maintenance costs and roadwork downtime
 - ✓ A five-year plan has been established that begins rebuilding the truck fleet and major equipment. For the first two years:
 - One 5-ton truck in 2015 (CHIPS have been secured)
 - One 5-ton truck in 2016 (once CHIPS are secured)
 - One 1-ton pickup, one tractor and one broom in 2015
 - One backhoe in 2016
- **Highway Facility Upgrade**
 - ✓ New Salt Shed in 2015
 - ✓ Finalized plans for Garage Building Upgrade in 2015
 - ✓ Build Garage Upgrade in 2016



Capital Project Funding This is the base without any investing

Fund	Cash Available for Capital Projects <small>(not including the emergency base)</small>	Estimated Cost
General	182K	500K
Highway	546K	645K
Total	728K	1,145K

- Some level of debt is required to implement critical projects.
- How best to balance cash and credit (long-term debt)?
 - ✓ 10%
 - ✓ 20% (similar to mortgages)
 - ✓ 30%

Highway Facility Upgrade Project - General Fund How Much should we borrow?

- 2015: 1 Yr BAN in 2015 2016: 15 Yr BOND for \$500,000
- Salt Shed, Soil Mitigation ▪ Upgrade of Garage Building
 - Plan for Garage Upgrade

	10%	20%	30%
Cash	50K	100K	150K
Credit	450K	400K	350K
Debt	40K	35K	30K

Highway Fleet Upgrade - Highway Fund: 2015 – 16 How much to borrow vs. cash?


- 10 Yr Bonds Cash Purchases:
- One 5-ton truck in 2015 ▪ Pickup, Tractor, Broom 2015
 - One 5-ton truck in 2016 ▪ Backhoe in 2016

	10%	20%	30%
Cash Equipment Purchases	197K	197K	197K
Cash on Bonds	48K	91K	120K
Total Cash	245K	288K	317K
Credit	360K	320K	280K
Debt / Year	46K	42K	38K

Capital Funding Options Impact on Total Savings (Fund Balance)				Funding Impact on Fund Balances by Percent of Budgeted Expenditures			
All numbers in thousands (000)	10% Cash 2015 - 2019	20% Cash 2015 - 2019	30% Cash 2015 - 2019	Percent of Budgeted Expenditure	10% Cash 2015 - 2019	20% Cash 2015 - 2019	30% Cash 2015 - 2019
General Fund	302 - 242	302 - 207	302 - 172	General Fund	78% - 52%	78% - 45%	78% - 38%
Highway Fund	611 - 617	594 - 592	571 - 560	Highway Fund	87% - 66%	84% - 65%	81% - 63%
Project Funds	49 - 0	49 - 0	49 - 0	Percent of Total Expenditures	67% - 67%	66% - 63%	64% - 58%
Total	962 - 860	945 - 799	922 - 732				

Next Steps

- **Decide on Truck Funding for 2015 as soon as possible because of long lead time for delivery**



- **Develop Guidance for General Borrowing Level for Capital Building Funding in 2016**

- ✚ Board Member Ryan Skoda: what about borrowing right from International, maybe there is a promotion offering no interest; the bank is 2.229%. I am concerned with the 40 for general and 40 for highway; it is too much; I will call Ben Funks in the morning. George for the other truck what size?
- ✚ Superintendent George Hotaling: one (1) ton, regular cab, 4X4.
- ✚ Board Member Linda Swartz: diesel is more expensive?
- ✚ Board Member Ryan Skoda: tax exempt diesel is cheaper because diesel trucks have a longer life span. I will look for some truck and tractors for ball park figures.
- ✚ Board Member Joyce Thompson: would it be possible to have a special meeting on Thursday May 14th to make a decision on the purchase of the equipment needed? All agreed.

The bills were audited and approved for payment as follows:

✚ **May 11, 2015 Abstract:** on a motion by Board Member Linda Swartz, seconded by Board Member Joyce Thompson.

2015 General Fund Vouchers	# 147 - 171	\$ 11,032.72
2015 Highway Fund Vouchers	# 82 - 96	\$ 16,193.53
2015 Hwy Project Fund vouchers	# 6 - 8	\$ 3,780.15

Approved: **3 Ayes (Linda, Joyce, Ryan)**
0 Nays
2 Absent (Erik, Richard)

The following people commented during the fifteen minute public comment:

- ◆ Clerk Rogers informed the board that the Taghkanic Seniors are disbanded

Executive Session: None

With no further business, on a motion by Board Member Linda Swartz, seconded by Board Member Ryan Skoda, the meeting was adjourned at 8:45 pm, carried unanimously by all members present. The next Regular meeting will be **June 8, 2015** at the Taghkanic Town Hall.

Audience:	Walter Thompson	Debbie Colgrove	Ray Colgrove	Joseph Macri
	Arthur Griffith	Larry Kadish	Anna Kadish	George Hotaling
	Tony Gravett	Bob Crimi	Arthur Baker	

Action List:

1. Supervisor Erik Tyree: investment policy.
2. Board Member Joyce Thompson will review and make changes to the advisory board resolution and email to the rest of the Board.