

Approved

February 8, 2016

**December 14, 2015
Town of Taghkanic
Town Board Meeting**

6 pm: Interview with the Donald MacCormick Assistant Vice President, and Allen Austin Service Representative Bank of Greene County.

6:15 pm: Interview with George Cooper, Vice President, Jeffrey D. Stone, Sr. Vice President, and Matt Wiseman, Branch Manager National Union Bank of Kinderhook.

6:30 pm: Meeting with Town Attorney, William Decaire, to review 2015 legal issues and attorney performance to find ways to reduce litigation costs.

6:45 pm: Town Board members audited and signed vouchers.

7:10 pm: The Taghkanic Town Board held its Regular monthly meeting on the above date at the Taghkanic Town Hall. Deputy Supervisor Elizabeth Young opened the meeting with the Pledge of Allegiance, moment of Silence and Safety Review.

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

Highway Project Update: (Phase I):

ay Jurkowski: the concrete walls are done, Harkins is done, and lift was delivered to be used to install the hoops for the cover on the building; if all goes well the building will be done by the end of the year. If weather holds out the grading can be done.

Ray Jurkowski: DEC are requiring testing the ground water quarterly, I have highlighted the areas where DEC is recommending further soil removal. There was no schedule indentified, I am drafting a plea for us to be able to do it in the spring. All sand and salt materials can then be moved into the salt shed and that area graded.



- Board member Joyce Thompson: asked when the testing need to be done
- Ray Jurkowski: first quarter of 2016

- ✦ Board member Richard Skoda: DEC is suggesting or requiring removal of the soil or is there a possibility we won't have to remove any more?
- ✦ Ray Jurkowski: I am waiting for an opinion from Northeastern Environmental and also it depends on the results of the next test. DEC has been working with Town.
- ✦ Arthur Baker: is it the intent of the Town to leave the ties.
- ✦ Ray Jurkowski: no, they will be removed.
- ✦ Board Member Joyce Thompson: we have a correspondence from Keith Donah, Bonded Concrete.
- ✦ Ray Jurkowski: I will be responding to Mr. Donah again.

Deputy Supervisor Elizabeth Young then asked for a motion to approve the following minutes:

November 9, 2015: Regular Meeting minutes were accepted as written with suggested changes motioned by Board Member Richard Skoda., seconded by Board Member Linda Swartz.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
0 Nays
1 Absent (Erik)

November 13, 2015: Special Meeting/Budget Meeting minutes were accepted as written with suggested changes motioned by Board Member Joyce Thompson, seconded by Board Member Richard Skoda.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
0 Nays
1 Absent (Erik)

The Correspondence consisted of:

1. Kathleen A. McNamara Program Manager National Grid
2. Nathan Chittenden, President Cornell University
3. David Pickett, NYS Department of Environmental Conservation,
 - ✦ *This was addressed by Ray Jurkowski during Highway project discussion.*
4. Ronald Perez Jr., Columbia-Greene Humane Society
5. NYMIR Our Policy
6. Christian W. Meyer, President Meyer Contracting Corp.
7. NYMIR Risk Management Bulletin
 - ✦ *Board Member Joyce Thompson asked Superintendent Hotaling is he had received the bulletin and if they follow the suggested procedures?*
 - ✦ *Superintendent George Hotaling: yes*
8. Keith Donah, Bonded Concrete
 - ✦ *Ray Jurkowski will be in contact with Mr. Donah as discussed during Highway Project discussion.*
9. Debbie Colgrove, Tractor Trailer issue
10. Jim Ames, Eastern Metal
11. Kevin McDonald Administrator OFA
 - ✦ *Board Member Joyce Thompson: This appointment will be done at the Organizational Meeting January 11th.*
12. C.T. Male, Solar Energy Consulting
13. Suzette M. Booy, CCD Real Property Tax Service Agency
 - ✦ *Board Member Joyce Thompson motioned to run a notice for letter of interest for the open seat on the BAR, seconded by Board Member Ryan Skoda.*

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
 0 Nays
 1 Absent (Erik)

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.
 - ✚ Board Member Linda Swartz: Dennis Callahan what is a run-in-shed?
 - ✚ Dennis Callahan: an open front shed.
- Historian:** Nancy Griffith, no report submitted.
- Traffic Safety Board:** Linda Swartz, report submitted.
- Environmental Management Council:** Anna Kadish, no report submitted.
- Zoning Commission:** Joyce Thompson, report submitted.
- Office for the Aging:** Joyce Thompson, report submitted.
- Clerk/Collector:** Cheryl Rogers, reports were submitted to the Board
- Supervisor:** Erik Tyree, report submitted and the written report was available on the back table for the public. **Supervisor financial report is attached.**
- Highway:** George Hotaling, report submitted.

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

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
 0 Nays
 1 Absent (Erik)

Financial Advisory Committee Report: Board Member Joyce Thompson reported the following:

<p>Financial Advisory Committee December Report</p> <p>Town Board Meeting December 14, 2015</p>	<p>First: 2015 Capital Improvements!</p> 	<p>Now! Capital Plans Going Forward</p>  <ul style="list-style-type: none"> Continue Highway Fleet Repair & Replace Program Develop Plan for Garage Building Improvement Implement Plan Continue Highway Equipment Repair and Replace Program
<p>Agenda of December FAC Meeting</p> <ul style="list-style-type: none"> • Review Multi-year Capital Plans for town buildings and Highway fleet and equipment • Review current financial position and multiyear financial projections • Establish a recommendation for a sustainable debt level to guide scope, timing and funding for the Capital Plan 	<p>Documents Reviewed</p> <ul style="list-style-type: none"> • Fund Balance Update: November 2015 • Capital Plan: General and Highway Funds • Highway Road Repair Plan • Plan Funding and Impact on Fund Balance • Long-term Plan: 2016 – 2020 (with and without CHIPS in Highway Fund) 	<p>Fund Balance Update</p> <p>General Fund</p> <ul style="list-style-type: none"> • Year end amount is projected to be \$415,250 Multiple revenues came in higher than budgeted. • Of that amount, ~ \$283,000 could be used for 2016 capital plans <p>Highway Fund</p> <ul style="list-style-type: none"> • Year end amount is projected to be \$482,532 (after paying for two trucks) • Of that amount, ~ \$284,000 could be used for 2016 capital plans

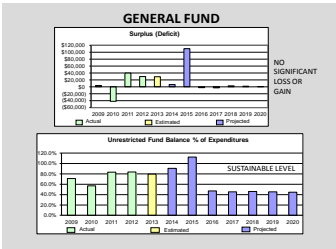
Buildings Capital Plan

- Complete the Salt Shed (December 2015)
- Plan and Implement Garage Building Upgrade
 - Plan in 2016
 - Implement in 2017

General Fund: Funding Plan*

- Funds available for Capital Projects \$283,000
- **2016:**
 - Pay off BAN from FB \$191,876
 - 2016: Pay off Salt Shed Final 30,000
 - \$221,876
- **2016:** Implement \$300,000 Bond
- **2017:** First Bond payment \$ 26,000

* All numbers are best estimates for planning purposes and are subject to change.



2016-2017 Road Repair Plan*

- **2016**
 - Top on 1 or 2 miles of Martindale depending on cost of asphalt
 - Base and Calcium on Woodland
 - Shim Taghkanic Road
 - Shim and Chip Seal Pumpkin Hollow Road
 - Shim and Chip Seal (single) Stone Jug Road
- **2017**
 - Chip Seal (double) or asphalt on Woodland Road
 - Shim and Chip Seal (single) Taghkanic/Churchtown Road
 - Pave Bloody Hill Road

* Plan is subject to change each year based on road conditions

Highway Fleet Capital Plan

Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Actual												
Estimated												
Projected												

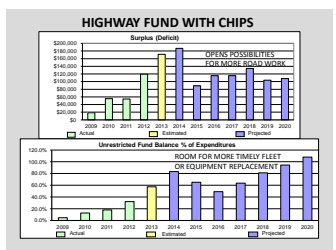
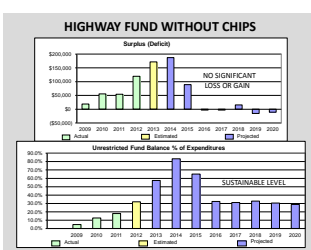
Highway Equipment Capital Plan

Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Actual												
Estimated												
Projected												

Highway Fund: Funding Plan*

- Funds available for Capital Projects \$284,000
- **2016:**
 - Buy 2nd 5-Ton Truck from FB \$200,000
 - Partial Buy for backhoe from FB 50,000
 - \$250,000
 - Bond \$60K for rest of backhoe
 - Buy new tractor from Budget \$ 75,000
- **2017:** First Bond payment \$ 14,000

* All numbers are best estimates for planning purposes and are subject to change.



Impact on Fund Balance

Estimated 2016 Year End Fund Balances

- General Fund:
 - Total (47% of Budget) \$195,250
 - Remaining for Capital Uses \$ 72,961
- Highway fund
 - Total (33% of Budget) \$232,532
 - Remaining for Capital Uses \$ 34,297

- ### NEXT STEPS
- Town Board will review and discuss this recommendation
 - Town Board will request modifications / alternatives for the Financial Advisory Committee to develop
 - Town Board will finalize plan and implement it in 2016

Board member Joyce Thompson asked that the Highway fleet replace and repair program be added to the agenda for January. Board Member Linda Swartz moved to accept the financial report as submitted, seconded by Board Member Ryan Skoda.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
0 Nays
1 Absent (Erik)

Advisory Board reports:
Conservation Advisory Committee: Anna Kadish, report submitted. Board Member Ryan Skoda moved to accept the Advisory Board Report as submitted, seconded by Board Member Linda Swartz.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
0 Nays
1 Absent (Erik)

Old Business:

1. **Report on Research to identify the source and use of \$50,000 “Planning Money”:** Board Member Joyce Thompson: I asked Clerk Rogers for the past AUDs and she has provided me with a box with AUDs from 1965 to present, I have not had time to research this information will report next month.
2. **RFPs for ZBA and Planning Board Attorneys:** Board Member Joyce Thompson we have two responses, I feel we need to reach out for more options.
 - ✚ Board Member Ryan Skoda: I contacted Dave Everett no interest.
 - ✚ Jim Romaine; we have two responses, why are we reaching out again.
 - ✚ Board member Joyce Thompson: I strongly feel Rob Fitzsimmons being the County Attorney has a conflict of interest if we appoint him as the Attorney for the ZBA and Planning. I suggest we ask Planning Board Chair Kathy Bainer and ZBA Chair Jim Romaine to be present for this discussion at the December 29th year-end meeting, all agreed.
3. **Insurance for Retired employees:** Clerk Rogers informed the Board that Steve Acciani recommends that we stay with the plan we have now as he is not sure the other plan will work for all retirees. Board Member Joyce Thompson motioned to continue with Blue Shield of Northeastern with the raise in premiums to \$140.00, seconded by Board Member Richard Skoda
4. **Approved:** 4 Ayes (Linda, Joyce, Richard, Ryan)
0 Nays
1 Absent (Erik)
5. **LL #5-2015 entitled Town of Taghkanic Road Use and Preservation Law:**
 - ✚ Board Member Joyce Thompson: we have heard from several residents with different opinions, the Town Board has not had a board discussion and it is the board’s job to try to come up with a solution that will address this town-wide need. Because this will be a compromise, it cannot please all involved.
 - ✚ Dennis Callahan: have you contacted the Town of Livingston?
 - ✚ Board Member Linda Swartz: After giving it some thought after the last meeting, I have to agree with Ryan that the bigger problem is through traffic. Maybe it's best to leave things as they are for now with the 5-ton limit on Livingston Road. I worry that if the weight on Livingston Road is increased, there will be a drastic increase in through truck traffic between Route 82 and Route 9. As far as the other roads are concerned, raising the limit to 10-tons does nothing to change the situation and provide a remedy to the concerned residents; therefore it doesn't make sense to spend the money on signs.
 - ✚ Mindy Scofield: why have the lines not been painted on Livingston Road?
 - ✚ Superintendent George Hotaling: we do not stripe any roads in town, it is too costly.
 - ✚ Arthur McGuire: why is this Local Law only proposed for a few town roads?
 - ✚ Board Member Joyce Thompson: this Local Law was setup to be able to add roads as needed.
 - ✚ Board Member Linda Swartz: waivers can be obtained.
 - ✚ James Romaine: posted weight limit does it exclude local deliveries?
 - ✚ Board member Joyce Thompson: yes

- ✦ Board Member Ryan Skoda: I would be in favor of investigating thru traffic.
- ✦ Debbie Colgrove: it's a home based business
- ✦ Dennis Callahan: I have been told it is his job driving trucks, it's not a home based business.
- ✦ Kathy Sherman: he is not running a home based business.
- ✦ Jesse Murphy: I do not drive tandem trailers, my truck is 10,000 lbs.
- ✦ Debbie Colgrove: I have it on camera; you are waking up residents at 5-6 am.
- ✦ Board Member Richard Skoda: I see it being safer to move that early.
- ✦ Board Member Joyce Thompson: what are other towns doing on their town roads?
- ✦ Board Member Linda Swartz: I don't think a remedy is going to happen today.
- ✦ Board member Linda Swartz: I have measured the width of Taghkanic Road, the whole road, the width is anywhere from 16 – 20 feet.
- ✦ Alice Platt: set up a group to investigate this issue, an Advisory Committee.
- ✦ Deputy Supervisor Betty Young: set up a meeting for next month to discuss more.
- ✦ Board agreed to meet January 14th to discuss this further.

New Business:

A. January 2016 Calendar: Board Member Joyce Thompson moved to accept the January 2016 calendar with additions, seconded by Board Member Richard Skoda.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
 0 Nays
 1 Absent (Erik)

B. Year-End Meeting December 29, at 5 pm:

C. Taghkanic Fire Protection District No. 2 Service Award Program audit for the year ending December 31, 2014: Board Member Joyce Thompson motioned to accept the Taghkanic Fire Protection District No. 2 Service Award Program audit for the year ending December 31, 2014 as submitted by Michael J. McCarthy, CPA, McCarthy & Conlon, seconded by Board Member Richard Skoda.

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
 0 Nays
 1 Absent (Erik)

D. Budget Amendment #4: Board Member Ryan Skoda motion to approve Budget Amendment 4-2015, seconded by Board Member Linda Swartz.

Town of Taghkanic

December 14, 2015

Budget Amendment # 4

HIGHWAY FUND		Increase	Decrease
Equipment	DA 5130.2	39,979.50	
Fund Balance			39,979.50
		\$ 39,979.50	\$ 39,979.50

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)
 0 Nays
 1 Absent (Erik)

The bills were audited and approved for payment as follows:

✦ **November 25, 2015 Abstract:** on a motion by Board Member Ryan Skoda, seconded by Board Member Linda Swartz.

2015 General Fund Vouchers	# 353 - 362	\$ 19,268.45
2015 Highway Fund Vouchers	# 186 -	\$ 12,000.00
2015 Hwy Project Fund vouchers	# 59 - 60	\$ 135.90

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)

0 Nays

1 Absent (Erik)

✦ **December 14, 2015 Abstract:** on a motion by Board Member Linda Swartz, seconded by Board Member Joyce Thompson.

2015 General Fund Vouchers	# 363 - 388	\$ 8,224.86
2015 Highway Fund Vouchers	# 187 - 203	\$ 62,526.92
2015 Hwy Project Fund vouchers	# 61 - 67	\$ 17,299.22

Approved: 4 Ayes (Linda, Joyce, Richard, Ryan)

0 Nays

1 Absent (Erik)

The following people commented during the fifteen minute public comment:

- ✦ Board Member Joyce Thompson: Need to set up a Multiyear financial meeting or can we do that on January 14th also. All agreed.
- ✦ Arthur McGuire: how do we get OFA information out to the public?
- ✦ Debbie Colgrove: a town news letter.
- ✦ Board Member Ryan Skoda: that was mentioned last meeting and put down because not enough money in the budget.
- ✦ Larry Kadish: Thanked Linda Swartz for her services.

With no further business, on a motion by Board Member Richard Skoda, seconded by Board Member Ryan Skoda, the meeting was adjourned at 9:25 pm, carried unanimously by all members present. The next Regular meeting will be **December 14 2015** at the Taghkanic Town Hall.

Audience:	Debbie Colgrove	Ray Colgrove	Jim Romaine	Don Critchell
	Kathy Sherman	Jesse Murphy	Mindy Scofield	George Hotaling
	Dennis Callahan	Melissa Skoda	Anna Kadish	Larry Kadish
	Eli Fraiser Resident Deputy	Arthur McGuire	Alice Platt	Arthur Baker
	Rachel VanSchaik	Arthur Griffith	Susan Gardner	Erin Edwards
	Harriet Shur	Joe Macri	Trooper Pierrro	

Action List:

1. Clerk Rogers will place notice for open seat on BAR. *Done*
2. Clerk Rogers will make correction to January Calendar and have it posted on website. *Done*

Town of Taghkanic
Supervisor's report
November 30, 2015

Receipts:

Justice Court Deposits	\$ 36,702.00
Retiree health insurance	119.00
Mortgage tax	16,401.15
Clerk fees	144.84
Building inspector	1,450.60
Redeposit	200.00
Impound fee humane society	10.00
Interest - MM	30.25
Interest - Escrow	0.04
Interest - Checking	0.57
Interest -Trust and Agency	0.06
Total receipts	<u>\$ 55,058.51</u>

Disbursements:

Abstracts -General fund	(51,075.98)
Abstracts - Highway fund	(127,102.19)
Abstracts- Capital project	(135.90)
Payroll -Nov 15, 2015	(7,211.80)
Payroll - Nov 30, 2015	(16,383.21)
Total disbursements	<u>(201,909.08)</u>

Net receipts-disbursements (146,850.57)

Cash balances at October 31, 2015 1,362,250.65

Cash balances at Nov 30, 2015 \$ 1,215,400.08

	Bank Statement Balance	Deposits in transit & o/s Checks	Book Balance
Multifund checking	\$ 33,137.78	\$ (14,356.87)	\$ 18,780.91
Multifund money market	1,113,553.77	-	1,113,553.77
Trust and Agency(payroll)	11,491.63	(10,987.54)	504.09
Capital account	81,925.30	(135.90)	81,789.40
Escrow savings	571.91	-	571.91
Petty Cash	200.00	-	200.00
Total Cash	<u>\$ 1,240,880.39</u>	<u>\$ (25,480.31)</u>	<u>\$ 1,215,400.08</u>

Total income from Quickbooks	\$ 41,656.01
Court fees deducted from income	13,282.00
Trust interest	1.50
Retiree Health insurance netted with A9060	119.00
*Total receipts	<u>\$ 55,058.51</u>

**Total net loss per Quickbooks	(146,852.07)
Interest earned on escrow	1.50
Net receipts- disbursements	<u>\$ (146,850.57)</u>