

Approved

February 8, 2016

**January 11, 2016
Town of Taghkanic
Town Board Meeting**

6:30 pm: Honorable Jonathan Nichols, Columbia County Justice who was present to swear in the elected officer as follows:

Arthur McGuire	Board Member
Richard Skoda	Board Member

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

7 pm: Organizational Meeting.

7:10 pm: Organizational Meeting Closed.

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

Present:	Erik Tyree	Supervisor
	Arthur McGuire	Board Member
	Richard Skoda	Board Member
	Ryan Skoda	Board Member
	Joyce Thompson	Board Member
	Cheryl Rogers	Clerk

Absent:

Guest Speaker: Susan Soltano: The Taghkanic Fire Company will be holding its annual Recruitment Day on April 23rd. I am here representing the Fire Company to ask if the Board would be interested in participating in a Community Day on April 23rd with the Taghkanic Fire Company, to display the historical information at the town hall.

- ✚ Supervisor Erik Tyree: we would have to ask Nancy Griffith if she is available.
- ✚ Zita Kobos: what is there to do here in town, the town doesn't sponsor any events?
- ✚ Supervisor Erik Tyree: lack of venue and help.
- ✚ Clerk Rogers: I have organized children's parties (Christmas, Halloween, Easter egg hunts) the last Easter Egg Hunt was at Lake Taghkanic, 1500 eggs where stuffed and put out and 5 children where there. So it is also lack of attendance.
- ✚ Clerk Rogers: I did call Nancy she would be interested but I have to let her know the date, I also am willing to help.
- ✚ Supervisor Erik Tyree: we will be in contact with you.

Supervisor Erik Tyree then asked for a motion to approve the following minutes:

December 14, 2015: Tabled

December 29 2015: Tabled

The Correspondence consisted of:

1. Barbara Scutt Secretary, Craryville Fire District results of annual election
2. Northeastern Environmental, Christmas Card
3. Thank you from GMC
4. Corner Stone Telephone CO. LLC, Notice of Carrier Change
5. National Grid, Your Safety is our Commitment
6. BCI Group LLC, Christmas Card
7. Hudson River Valley National Heritage Area 2016 Heritage Development Grants
8. Scott P. Olson Esq., Young/Sommer LLC, Notice of Application for Proposed Telecommunications Facility, Claverack
 - ✦ Board Member Joyce Thompson: announced that Claverack has an application for a cell tower, which may help with connections, maybe with any luck.
9. Office of the State Comptroller Consolidated Local Street and Highway Improvement Program.
10. Grant Dinehart Longdon, petition to the 2015 Board of Supervisor
 - ✦ Kathy Bainer: asked if the County Board of Supervisor's was going to do anything about Mr. Langdon's request.
 - ✦ Supervisor Erik Tyree: I don't think so.
 - ✦ Kathy Bainer: good I would be very upset if they did, I know the history.
11. Larry Kadish , Community Day
12. Association of Towns
13. RBC Wealth Management, A word on the 2015 Market

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, report submitted no meeting till January 28th.

Environmental Management Council: Anna Kadish, no report submitted.

Zoning Commission: Joyce Thompson, report submitted and read as follows.

The commission met on the two scheduled meetings of 7 and 21 December.

The focus in December was a continuing review of the Use Table in terms of Special Use Permits and Site Plan Review requirements. The Use Table continues to be further refined.

The Commission is deeply concerned that there are serious misconceptions about the direction and intent of the draft code to date. The Planning Board review stated that Draft Article 60 presents too much regulation. Others have commented that it is too difficult to read. A town-wide letter from Candidate Richard Skoda cited factually incorrect implications of several regulations, and as such, labeled them as excessive and inappropriate.

The Commission agrees that the Draft Article 60 is difficult to read, has listened to this feedback and is developing ways to present the material for easier reading and clearer understanding. Commission Co-Chair, Linda Swartz, reviewed the Draft Article 60 that was presented to the public in September with an eye for confusing verbiage and possibly excessive regulations. Finding both those and other issues, she prepared a typed list of comments and presented them to the Commission in December. Each member of the Commission is conducting the same review and the draft will be revised accordingly.

As part of this work to clarify and simplify, the Commission requests that the Town Board become a more active partner in the development of the new zoning code. The Commission would like to send sections of its work as they are developed to the Town Board for its review and written comment within the month in which it is presented.

It is important that the work of the Commission move in directions that are acceptable to the Town Board as representatives of the people of Taghkanic. What is to be avoided is partial or wholesale rejection after years of work by a hard-working commission of volunteer townspeople. The Commission goal is to present the Town Board with a product that can be approved for the benefit of the whole town.

Zoning Commission minutes are critical to its work and therefore, to provide for essential continuity and consistency, the Commission unanimously passed a motion to appoint Linda Swartz as secretary. The motion also stipulates that this position will be paid from Commission funding at the same rate as the Planning Board and the Zoning Board of Appeals secretaries.

The Use Table Review will be completed in January. A comparison of Comprehensive Plan / Existing Code / Draft New Code will be developed for key areas during the first quarter of 2016. The Commission hopes that this comparison will facilitate better understanding of the draft code.

The public is welcome to attend, listen and comment.

The next meetings are scheduled for 4 and 18 January 2016. All meetings run from 6:30PM to 8:30PM at Town Hall.

- ✚ Board Member Arthur McGuire: the commission has been breaking their back for years; I was wondering if the Town Board could review each section as it is prepared and give the Commission their suggestion.
- ✚ Board Member Richard Skoda: I agree
- ✚ Board Member Joyce Thompson: the commission should have the use table ready soon.
- ✚ Supervisor Erik Tyree: can we have it a few weeks before hand to review.
- ✚ Board Member Joyce Thompson: yes
- ✚ Board Member Richard Skoda: the rewrite was to make it easier to read and understand.
- ✚ Supervisor Erik Tyree: our old version is a little hodgepodge.
- ✚ Board Member Joyce Thompson: may I suggest that someone from the ZC go over the changes with the Board when presented.
- ✚ Kathy Baine: the Town Attorney has to check it as well right?
- ✚ Supervisor Erik Tyree: yes.

Office for the Aging: Joyce Thompson, no report submitted no meeting.

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 Member Richard Skoda: asked if the salt shed was done.
- ✚ Highway Superintendent George Hotaling: yes just have some strapping to be done.

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

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)

0 Nays

0 Absent

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

A partial audit of December 2015 financials found no issues with transfers and bank statements. The audit could not be completed because some of the necessary

materials were not available at the time of the meeting. The chair had not printed them out.

In this partial review it became apparent that there were numerous overages on personnel lines. Consultation with the Accountant, Suzanne Muldoon, revealed that the second December payroll had not been posted so she did it. There could be posting errors that may explain some of the overages. A full review of the payroll posting process will take place shortly to identify errors and establish a more timely tracking system. A separate budget amendment will be created as needed.

All Year-End Vouchers received to date have been checked against remaining 2015 funds. FAC Chair prepared Budget Amendment #6 for Town Board review and approval. It addresses only Contractual and Benefit lines. As noted above, a separate review of Personnel Lines will follow.

General review of year-end numbers showed generally good expense management. As we have been reporting, revenues are greater than budgeted and will help meet our capital plan to move forward.

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

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

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 Joyce Thompson.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

Old Business:

- Report on Research to identify the source and use of \$50,000 “Planning Money”:** Board Member Joyce Thompson: Alice has written the report I need to review and will present at the next board meeting.
 - Board Member Arthur McGuire: do we have \$50,000.00 we don't know anything about?
 - Board Member Joyce Thompson: we do have \$50,000.00 but we need to verify where it came from and how it can be used.
- RFPs for ZBA Attorneys:** Robert Fitzsimmons and John Lyons.
 - Board member Joyce Thompson: I understand Jim is not comfortable with John Lyons but I strongly feel Rob Fitzsimmons being the County Attorney has a conflict of interest.

- ✚ Board Member Richard Skoda: I understand you feel it would be a problem but we have used Rob before, I have no problem with using him again and that is who Jim feels comfortable with.
- ✚ Board Member Arthur McGuire: I suggest we ask Attorney Decaire for suggestion and make it a more active search; I don't know of any attorneys that aren't looking for more work.
- ✚ Board Member Richard Skoda: motioned to appoint Robert Fitzsimmons the ZBA Attorney, seconded by Board Member Ryan Skoda.
- ✚ Board Member Ryan Skoda: Jim has made it very clear he wants to work with Rob again.
- ✚ Board Member Arthur McGuire: I feel we should have a more extensive search. This one has been very narrow.
- ✚ Supervisor Erik Tyree: we have a motion and a second, let's do a roll call vote.
- ✚ Clerk Rogers:

Board Member Richard Skoda	-	Aye
Board Member Ryan Skoda	-	Aye
Board Member Joyce Thompson	-	No
Board Member Arthur McGuire	-	No
Supervisor Erik Tyree	-	Aye

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

3. **LL #5-2015 entitled Town of Taghkanic Road Use and Preservation Law:** to be discussed January 28th at 6:30 pm, also with long term Capital Plan.

New Business:

A. **Budget Amendment #6:** Board Member Richard Skoda motion to approve Budget Amendment 6-2015, seconded by Board Member Ryan Skoda.

January 11, 2016

Budget Amendment # 6

<u>GENERAL FUND</u>		Increase	Decrease
Payroll Contractual	A 1340.42	103.50	
Building Contractual	A 1620.4	81.23	
Insurance	A1910.4	84.43	
Hospitalization	A9060.8	2,925.27	
Engineer	A 1440.4		1,694.43
Contingent	A1990.4		1,500.00
		\$ 3,194.43	\$ 3,194.43
 <u>HIGHWAY FUND</u>			
Personal Services	DA 5110.1	3,565.93	
General Repair Contractual	DA 5110.4		3,565.93
		\$ 3,565.93	\$ 3,563.93

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

B. February 2016 Calendar: Board Member Ryan Skoda moved to accept the February 2016 calendar, seconded by Board Member Joyce Thompson.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

C. William Hilscher, Taghkanic Fire Co. LOSAP 2015 Points: William Hilscher, Chief of Taghkanic Volunteer Fire Company submitted the 2015 LOSAP point record for approval for the 30 day posting. Motion to approve was made by Board Member Joyce Thompson, seconded by Board Member Richard Skoda.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

D. Review of Resolutions and Local Laws:

1. Resolution 1-2016 - Medicare Supplemental Health Insurance Benefit Program: Board Member Ryan Skoda motioned to approve Resolution 1-2016 with the amount \$119.00 to be raised to \$140.00, seconded by Board member Richard Skoda.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

2. Resolution 2-2016 – Rules of Order: Board Member Arthur McGuire motioned to approve Resolution 2-2016 Rules of Order, seconded by Board Member Richard Skoda.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

3. Resolution 3-2016 – Procurement Policy: Board Member Richard Skoda motioned to approve Resolution 3-2016 Procurement Policy, seconded by Board Member Arthur McGuire.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

4. Resolution 4-2016 – Columbia County Hazard Mitigation Planning Program: Board Member Richard Skoda motioned to approve Resolution 4-2016 Hazard Mitigation, seconded by Board Member Joyce Thompson.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

5. **Resolution 5-2016 – Workplace Violence Prevention Policy Statement:** Board Member Richard Skoda motioned to approve Resolution 5-2016 Workplace Violence, seconded by Board Member Joyce Thompson.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
 0 Nays
 0 Absent

6. **Resolution 6-2016 – Code of Ethics:** Board Member Richard Skoda motioned to approve Resolution 6-2016 Code of Ethics with the following change: *All complaints of violations of the Code of Ethics shall be made in writing and submitted to the Town Clerk for Town County Board of Ethics review and consideration.* Seconded by Board Member Joyce Thompson.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
 0 Nays
 0 Absent

7. **Resolution 7-2016 – Investment Policy:** Board Member Ryan Skoda motioned to approve Resolution 7-2016 Investment Policy, seconded by Board Member Richard Skoda.

8. **Emergency Preparedness Plan:** Clerk Rogers I need to update names and phone numbers will have this ready for the February meeting.

9. **Employee Handbook:** Board Member Richard Skoda motioned to approve the Employee Handbook as reviewed, seconded by Supervisor Erik Tyree.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
 0 Nays
 0 Absent

The bills were audited and approved for payment as follows:

- ✦ **January 11, 2016 Abstract 2015 Payables:** on a motion by Board Member Joyce Thompson, seconded by Board Member Richard Skoda.

2015 General Fund Vouchers	# 418 - 425	\$ 1,279.60
2015 Highway Fund Vouchers	# 213 - 217	\$ 1,287.82
2015 Hwy Project Fund vouchers	# 73 - 74	\$ 1,367.76

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
 0 Nays
 0 Absent

- ✦ **January 11, 2016 Abstract:** on a motion by Board Member Joyce Thompson, seconded by Board Member Richard Skoda.

2016 General Fund Vouchers	# 1 - 20	\$ 33,366.06
2016 Highway Fund Vouchers	# 1 - 5	\$ 5,336.99
2016 Hwy Project Fund vouchers	#	\$

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
 0 Nays
 0 Absent

The following people commented during the fifteen minute public comment:

- ✦ Linda Swartz: does the board have to approve my position as secretary for the ZC.
- ✦ Board Member Ryan Skoda: No, that is a ZC appointment. The Board all agreed.
- ✦ Dennis Callahan: the Town of Claverack is not using the Columbia-Greene Humane Society; they are using Pine Plains Shelter.
- ✦ Clerk Rogers will call Wes Powell and ask if he will go to the Pine Plains Shelter.
- ✦ Board Member Arthur McGuire: Last month a newsletter was mentioned and Ryan said it was brought up before but not in the budget. I suggest we revisit the idea; the Board agreed it is a good idea.
- ✦ Debbie Colgrove: is there a way to find out new property owners so we can send a welcome letter.
- ✦ Susan Soltano: the Fire Company Support Committee is doing welcome baskets.
- ✦ Zita Kobos: Larry Kadish welcomed my husband and me to the community. Where does one find information, activities for the elderly?
- ✦ Board Member Joyce Thompson: Betty Young and I are the representatives for the town for the Office for the Aging. I can help with that.
- ✦ Linda Swartz: there is also the Elder Learning Center at the Columbia-Green Community College.
- ✦ Dennis Callahan: the Town of Claverack has an active senior organization.
- ✦ Debbie Colgrove: it's not just the elderly it's the younger people as well.
- ✦ Board Member Arthur McGuire: I suggest we form a committee for a newsletter and Ryan be Chair.
- ✦ Clerk Rogers: there was the Taghkanic Seniors but they just folded last year because of low attendance.
- ✦ Board Member Ryan Skoda: I don't have a problem with that do we have money in the budget for one?
- ✦ Board Member Joyce Thompson: a committee can investigate what is needed, important, and things that can be helpful.
- ✦ Jess Scofield: you have two separate generations the young who live by email, and texting and the older generation who don't have computers. Start gathering emails.
- ✦ Board Member Joyce Thompson: Newsletter Committee so far Ryan, Arthur. What about Zita and Debbie? Both said yes.
- ✦ Board Member Ryan Skoda: the six-wheel (?) dump truck - George and my schedules have not worked out but I would still like to go and look at the truck. I would ask if there could be a motion that if we (George and I) agree the truck is in good shape and worth the money that we could move forward for the next meeting January 28th and gather bids for the cost of a new truck.
- ✦ Board Member Joyce Thompson: I would ask that we have prices for what it is going to cost for a plow and sander for that truck as well so we can compare apples to apples.
- ✦ Board Member Ryan Skoda: yes I agree.

Board Member Richard Skoda motioned to grant permission to go look at the six wheel dump truck and gather 3 bids, seconded by Board Member Arthur McGuire.

Approved: 5 Ayes (Erik, Arthur, Joyce, Richard, Ryan)
0 Nays
0 Absent

With no further business, on a motion by Board Member Richard Skoda, seconded by Board Member Arthur McGuire, the meeting was adjourned at 8:40 pm, carried

unanimously by all members present. The next Regular meeting will be **February 8, 2016** at the Taghkanic Town Hall.

Audience:	Debbie Colgrove	Ray Colgrove	Jesse Murphy	Amanda Murphy
	Diane Rodriguez	Kathy Bainer	Susan Soltano	Susan Gardner
	Kathy Sherman	Mindy Scofield	George Hotaling	Dennis Callahan
	Melissa Skoda	Arthur Griffith	Jesse Scofield	Donn Critchell
	Linda Swartz	Walter Thompson	William Hilscher	Zita Kobos

Action List:

1. *Clerk Rogers will place notice for open seat on BAR and PB. Done*
2. *Clerk Rogers will make correction to January Calendar and have it posted on website. Done*
3. *Clerk Rogers will send letter to John Lyons and Robert Fitzsimmons. Done*
4. *Clerk Rogers will call Wes Powell.*
- 5.

Town of Taghkanic
Supervisor's report
December 31, 2015

Receipts:

Justice Court Deposits	\$ 24,602.00
Retiree health insurance	119.00
Clerk fees	103.57
Building inspector	2,357.00
CHIPS	137,405.20
Interest - MM	489.84
Interest - Escrow	0.04
Interest - Checking	0.37
Interest -Trust and Agency	0.03
Total receipts	<u>\$ 165,077.05</u>

Disbursements:

Abstracts -General fund	(25,307.64)
Abstracts - Highway fund	(76,035.60)
Abstracts- Capital project	(120,454.02)
Payroll -Dec 15, 2015	(9,425.60)
Payroll - Dec 30, 2015	(18,043.43)
Total disbursements	<u>(249,266.29)</u>

Net receipts-disbursements (84,189.24)

Cash balances at November 30, 2015 1,215,400.08

Cash balances at December 31, 2015 \$ 1,131,210.84

	Bank Statement Balance	Deposits in transit & o/s Checks	Book Balance
Multifund checking	\$ 51,736.81	\$ (33,277.66)	\$ 18,459.15
Multifund money market	1,105,140.24	-	1,105,140.24
Trust and Agency(payroll)	9,259.44	(8,755.32)	504.12
Capital account	111,866.43	(105,531.05)	6,335.38
Escrow savings	571.95	-	571.95
Petty Cash	200.00	-	200.00
Total Cash	<u>\$ 1,278,774.87</u>	<u>\$ (147,564.03)</u>	<u>\$ 1,131,210.84</u>

Total income from Quickbooks	\$ 157,418.17
Court fees deducted from income	7,517.00
Trust interest	22.88
Retiree Health insurance netted with A9060	119.00
*Total receipts	<u>\$ 165,077.05</u>

**Total net loss per Quickbooks	(84,212.12)
Interest earned on escrow	22.88
Net receipts- disbursements	<u>\$ (84,189.24)</u>

2015 FIRE DEPARTMENT SERVICE CERTIFICATION FORM
SERVICE AWARD PROGRAM

Town of Taghkanic
Taghkanic Volunteer Fire Company No. 1

Instructions

Article 11-A of the New York State General Municipal Law requires that a list of volunteers indicating those who earned a year of Service Credit during 2015 be certified under oath and submitted to the Program Sponsor for approval by March 31, 2016. To comply with Article 11-A, please have the person responsible for preparing the 2015 Firefighter Records listing sign this form and have a notary witness the signature. The 2015 Data Request Package should then be presented to the Town Board prior to March 31, 2016.

Certification

As required by Article 11-A, I certify under oath the attached is a list that includes all 2015 volunteers of the Fire Department and indicates the points earned by each volunteer in accordance with the Service Award Program Point System, which will be used to determine who will earn Service Credit for the 2015 calendar year.

William Hilsche LOSAP Committee Chair 1/11/16
Signature Title Date Signed

Notary Certification

(STATE OF NEW YORK)
(COUNTY OF Columbia) SS.:

Severally sworn to before me this 11th day of January, 2016

Thomas H Lanphear Jr

Thomas H Lanphear Jr
Notary Public
01LA6026287
State of New York
County of Columbia
Expires June 14, 2017

CERTIFICATION (GREEN)