

Approved

February 12, 2018

**January 8, 2018
Town of Taghkanic
Town Board Meeting**

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

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

Present:

Ryan Skoda	Supervisor
Arthur McGuire	Board Member
Richard Skoda	Board Member
Linda Swartz	Board Member
Joyce Thompson	Board Member
Cheryl Rogers	Clerk

Absent:

Honorable, Robert Prochera, Taghkanic Town Justice who was present to swear in the elected officer as follows:

Ryan Skoda	Supervisor
Linda Swartz	Board Member
Joyce Thompson	Board Member
Cheryl Rogers	Town Clerk/Collector
Jeffrey Tallackson	Town Justice

7: 02 pm: Organizational Meeting.

7:15 pm: the Organizational Meeting was completed on a motion by Board Member Linda Swartz, seconded by Board Member Arthur McGuire.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

7:15 pm: Regular Meeting began

Guest Speaker: none

Supervisor Ryan Skoda then asked for a motion to approve the following minutes:

December 11, 2017: Town Board meeting minutes were accepted as written with suggested changes, motioned by Board Member Arthur McGuire, seconded by Board Member Richard Skoda.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

December 28 2017: Town Board meeting minutes were accepted as written with suggested changes, motioned by Board Member Arthur McGuire, seconded by Board Member Richard Skoda.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

The Correspondence consisted of:

1. Elizabeth O'Donnell, letter accepting the appointment
2. Columbia-Greene Humane, Housing Contract for 2018
3. Board of Fire Commissioners, Commissioner election results
4. Chazen Companies, Public Hearing Notice for Gas Land
5. Brian Mangum, Comments on the Doodletown WMA YFI
6. NYMIR ONLINE University
7. Claverack Free Library, 2017 Year's End Newsletter
8. Robert Prochera, Justice Court Act 2019-a
9. State of NY Unified Court System, Justice Court Act 2019-a
10. The Association of Towns, Reminder Newly Elected Officials 2018 Training School
11. The Association of Towns , Annual meeting
12. NY State Department of Environmental Conservation, notice of availability funds
13. Harold Jensen, Road Conditions (read as follows)

Mr. Skoda,

Per our conversation several minutes ago, I am sending you this email concerning road conditions and highway personnel.

On Jan. 5th, 2018, at approximately 4pm, I went to the highway garage to see if anyone was there to speak to them about road conditions. When I arrived there, all trucks were inside with no snow on them at all. The guys were standing there looking at one of the plows. When I asked them if they were going to plow the roads, the reply was, "we did once today". I then said to them, "do you know there are 2'-3' drifts across Pumpkin Hollow Rd? One of the guys said," really"? I then explained to them that there is no way a 2 wheel drive vehicle is going to travel any of their roads and that emergency vehicles will not be able to get through if needed. (Fire trucks or ambulances). The one gentleman seemed to smirk like he thought that was funny and kept doing what he was doing, like it didn't make a difference what I said. When I talked to Mr. Skoda on the phone, he said, "they were there? I've been trying to get a hold of them all afternoon because of all the complaints I'm getting". I told Mr. Skoda they had to be there for a while because there was not a bit of snow on any truck sitting inside that brand new building. I also told Mr. Skoda that they need to use their wings as well, because they only plow about a lane and a half wide, and if you meet another vehicle on the road, someone has to go in the snow bank. I don't know if you know or not, but most other town highway superintendents that I know say that Taghkanic is the joke of the county. I am a lifelong resident of this area. We built our house on Wadman Rd. 30 years ago, and my family has been in Pumpkin Hollow at least since the Civil War.

Thank you,
Harold Jensen
[25 Wadman Rd.](mailto:harold.jensen@hillsdale-ny.gov)
[Hillsdale, NY 12529](mailto:harold.jensen@hillsdale-ny.gov)
[518-329-2215](tel:5183292215) - Home
[518-929-4403](tel:5189294403) – Cell

- ✦ Supervisor Ryan Skoda: I received multiple calls during this storm, I inturn tried to get George and someone at the highway garage with no success. When Mr. Jensen went to the garage George was not there.
- ✦ Debbie Colgrove: do you remind the residents that are calling Highway Superintendent is an elected position. This storm compounded the condition on Livingston Road.
- ✦ Board Member Arthur McGuire: the next day there was still slush.
- ✦ Board Member Joyce Thompson: we were down a truck and a man, the plow routes usually take 2 hours but were taking 4 hours because of the conditions.
- ✦ Ray Colgrove: is there an alternate driver?
- ✦ Board Member Joyce Thompson: no
- ✦ Chris Tallackson: if there is an emergency doesn't the county 911 coordinate getting a plow truck there?
- ✦ Scott Fuchs: my road is exceptional.
- ✦ Diane Rodriguez: Taghkanic Churchtown Road was exceptional the next day.
- ✦ Kathy Bainer: the town should look into backup drivers.
- ✦ Larry Kadish: the Board needs to check with insurance first.

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.

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

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

Supervisor: Ryan Skoda, report submitted and the written report was available on the back table for the public.

Highway: George Hotaling, report submitted.

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

The Financial Advisory Committee (FAC) will meet on Thursday, 12 January as scheduled.

Review by FAC Chair Thompson of the Supervisor's Report finds 2017 Year-End Expenditures are below budget and revenues are above budget with 4th quarter Sales Tax and \$21,905.41 in FEMA emergency recovery funds outstanding.

◆ Budget Amendment #12 reflects moving \$530.64 from the Contingent line to cover year end bills for Justice payroll (0.08), the Payroll Company fee (\$66.00), Website Support (\$453.90) and Social Security (\$10.66). These are year-end bill.

- ◆ As in the past, a few remaining bills are expected in February to complete the year's payables and there are also the two outstanding receivables cited above.

Board Member Arthur McGuire moved to notice for letter of interest for the Financial Advisory Committee, seconded by Board Member Joyce Thompson.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

Advisory Board reports:

Conservation Advisory Committee: Anna Kadish, no meeting, no report submitted.

Broadband Advisory Committee: Arthur McGuire, verbal report submitted.

Taghkanic Broadband Committee: The Broadband Committee met on Thursday, December 28, 2017, for the last meeting of the year. We reviewed the progress made in 2017, which included GTel's receipt of Phase 1 and 2 funding from New York State, but Phase 3 funding has not been announced yet. However GTel did commit at a recent Town Board meeting to provide fiber broadband throughout the town. We understand from GTel's monthly updates that it has completed most of the engineering; received delivery of some of the fiber; and begun construction in neighboring towns. The Broadband Committee will next meet on Thursday, January 25th at 2 p.m. and, in the meantime, do our best to monitor GTel's progress.

Old Business:

- 1. Auditing of the Justice, Clerk, Collectors and CFO Books:** January 30, 2018 at 6 PM. Board Member Joyce Thompson, when I was at the Financial Training I mentioned that we use the audit forms to do all of our audits. They were surprised and pleased.
- 2. PB appointment Joshua Plass:** tabled because the seat has not yet been officially vacated.
- 3. Murcott property donation update:** Supervisor Ryan Skoda everything is in the Town Attorney's hands.

New Business:

- A. February 2018 Calendar:** Board Member Richard Skoda moved to accept the February 2018 calendar, seconded by Board Member Arthur McGuire.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

- B. Emergency Preparedness Plan:** Board Member Joyce Thompson moved to approve the Emergency Preparedness Plan as updated, seconded by Board Member Linda Swartz.

C. Review of Resolutions and Local Laws:

- 1. Resolution 1-2018 - Medicare Supplemental Health Insurance Benefit Program:** Board Member Arthur McGuire motioned to approve Resolution 1-2018 with the following change to the first WHEREAS, (*WHEREAS, the Town*

recognizes the valuable services provided and ongoing dedication to the Town by retired Town employees of the Highway Department, the Town of Taghkanic would like to offer a Medicare Supplemental Health Insurance Benefit program package.), seconded by Board Member Joyce Thompson.

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

2. **Resolution 2-2018 – Rules of Order:** Board Member Richard Skoda motioned to approve Resolution 2-2018 with the following changes, seconded by Board Member Linda Swartz.:

✚ **4th (WHEREAS,** *it is the intent of the Town Board of the Town of Taghkanic that the present Resolution shall supersede and replace all prior versions)*

✚ **Section G. AGENDA PROCEDURES ADD #8** *Materials received less than three (3) days prior to a Regular Meeting shall be distributed to the Town Board to facilitate research and preparation for discussion at the following Regular Meeting.*

✚ **Section H. MEETING PROCEDURES** *verbiage #3 ROLL CALL When Roll Call is called for by the Supervisor, the Town Clerk shall call the roll of members and the names of those absent shall be recorded in the minutes. #4. MOTIONS. Following general discussion by the Town Board and Town Residents in attendance, the Town Board and all other boards, committees and commissions shall initiate actions by a Motion, followed by a Second. Should further discussion ensue, the motion is repeated prior to voting. The Supervisor may call for a Roll Call vote.*

✚ **Section I. DECORUM** *verbiage #4. Town Board members who expand their comments in the Public Hearings portion of the agenda, other than the simple statements or ~~of~~ questions, shall be ruled out of order by the Supervisor.*

Approved **5 Aye** **(Ryan, Arthur, Joyce, Linda, Richard)**
0 Nays
0 Absent

3. **Resolution 3-2018 – Procurement Policy:** Board Member Joyce Thompson motioned to approve Resolution 3-2018, with the following changes, seconded by Board Member Arthur McGuire:

✚ **Guideline 1.** *Every prospective purchase of goods or public works contract shall be first evaluated to determine the applicability of section 103 of the General Municipal Law to determine if the acquisition of the goods or services would be subject to formal competitive bidding process.*

✚ **Guideline 7.** Except when directed by the Town board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a. Emergencies needing expedited procurement;
- b. Goods purchasedd from agencies for the blind or severely handicapped;

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

4. **Resolution 4-2018** – **Columbia County Hazard Mitigation Planning Program:** Board Member Joyce Thompson motioned to approve Resolution 4-2018, seconded by Board Member Linda Swartz.

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

5. **Resolution 5-2018** – **Workplace Violence Prevention Policy Statement:** Board Member Joyce Thompson motioned to approve Resolution 5-2018, with the following changes, seconded by Board Member Linda Swartz:

✚ **WHEREAS**, *the Town Board of the Town of Taghkanic is hereby committed to the safety and security of our employees and recognizes that workplace violence presents a serious occupational safety hazard to our agency, staff, and clients.*

✚ **Designated Contact Person: Ombudsman
Common Ground**

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

6. **Resolution 6-2018** – **Code of Ethics:** Board Member Linda Swartz motioned to approve Resolution 6-2018 with the following renumbering changes, seconded by Board Member Arthur McGuire:

- ✚ **PART IX. JUDICIAL REVIEW.**
- ✚ **PART X. PENALTIES FOR OFFENSES**
- ✚ **PART XI. DISTRIBUTION AND POSTING**
- ✚ **PART XII. SUPERSESSION**
- ✚ **PART XIII. EFFECTIVE DATE**

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

7. **Resolution 7-2018 – Investment Policy:** Board Member Arthur McGuire motioned to approve Resolution 7-2018 with the following changes, seconded by Board Member Joyce Thompson.

- ✚ **WHEREAS**, *the Town of Taghkanic works closely with the Town Accountant to ensure all funds, obligations and investments, if any are properly, lawfully and appropriately managed and maintained, in compliance with and to the satisfaction of the State of New York.*
- ✚ ~~It~~ *Repurchase Agreements involving the purchase and sale of direct obligations of the United States.*

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

8. **Resolution 8-2018 – Cash Disbursement Procedures Policy:** Board Member Joyce Thompson we are following the procedures so we should approve as is now but we need to update some of the verbiage. Board Member Arthur McGuire motioned to approve Resolution 8-2018 as recommend by Board Member Thompson, seconded by Board Member Richard Skoda.

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

9. **Resolution 9-2018 – Electronic Banking Policy:** Board Member Joyce Thompson motioned to approve Resolution 9-2018 as reviewed with the understanding that she and Supervisor Ryan Skoda would further review and update verbiage where needed, seconded by Board Member Richard Skoda.

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

D. **Develop an RFP Schedule based on 2-year intervals:** Board Member Joyce Thompson volunteered to draft a schedule with the help from Ryan and Cheryl to present to the Board.

E. **Authorize Request for Letters of Interest in Board of Assessment Review Member:** Board Member Arthur McGuire moved to notice for letter of interest for the BAR, seconded by Board Member Linda Swartz.

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
0 Nays
0 Absent

F. Budget Amendment #12-2017: Board Member Arthur McGuire motion to approve Budget Amendment 12-2017, seconded by Board Member Linda Swartz.

Town of Taghkanic

8-Jan-18		2017 Budget Amendment #12	
GENERAL FUND		Increase	Decrease
JUSTICES	A1110.1	\$0.08	
PAYROLL COMPANY	A1342.42	\$66.00	
WEBSITE SUPPORT	A1410.41	\$453.90	
SOCIAL SECURITY	A9030.8	\$10.66	
CONTINGENT	A1990.4		\$530.64
		\$530.64	\$530.64

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
 0 Nays
 0 Absent

The bills were audited and approved for payment as follows:

✚ **January 8, 2018 Abstract 2017 Payables:** on a motion by Board Member Linda Swartz, seconded by Board Member Arthur McGuire.

2017 General Fund Vouchers	# 444 - 450	\$ 3,642.14
2015 Highway Fund Vouchers	# 258 - 262	\$ 3,274.07
2015 Hwy Project Fund vouchers	#	

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
 0 Nays
 0 Absent

✚ **January 8, 2018 Abstract:** on a motion by Board Member Linda Swartz, seconded by Board Member Arthur McGuire.

2016 General Fund Vouchers	# 1 - 21	\$ 83,694.47
2016 Highway Fund Vouchers	# 1 - 7	\$ 23,138.19
2016 Hwy Project Fund vouchers	#	\$

Approved 5 Aye (Ryan, Arthur, Joyce, Linda, Richard)
 0 Nays
 0 Absent

The following people commented during the fifteen minute public comment:

- ✚ Debbie Colgrove: after the elections Ray and I shampooed the carpet. There was a water stain by the back table from the front wall again. The custodian needs to move the chairs when cleaning. I think I have the number for the people who installed the carpet. Maybe we can ask if they would come to fix the fraying.
- ✚ Supervisor Ryan Skoda: get me the number and I will call.
- ✚ Scott Fuchs: was there a report from the Historian? I am really concerned with the history of our town not being kept up with. Nancy, when we had our Bi-centennial celebration had a very nice display; no one can see it in a closet. Taghkanic baskets are a very important part of the town's history. Maybe the Board needs to solicit

- help for Nancy to preserve our historical information.
- ✦ Debbie Colgrove: clean up town group, historic recognition, I agree with Scott solicit for help. There is also nothing for our youth in town.
- ✦ Ray Colgrove: maybe a picnic table on the property.
- ✦ Board member Joyce Thompson: agree, I love history, maybe an event, see if Nancy is willing to form a committee.
- ✦ Board Member Arthur McGuire: where would we display? Maybe display on the town website or a booklet.
- ✦ Larry Kadish: 2019 the Taghkanic Fire Company is having their 75th anniversary.
- ✦ Supervisor Ryan Skoda: preserving our history is very important we have nowhere to display, maybe a booklet like Arthur said.
- ✦ Chris Tallackson: Phase III funding has it been awarded yet.
- ✦ Supervisor Ryan Skoda: still pending, state is being the state.
- ✦ Scott Fuchs: Gas Land in or out?
- ✦ Supervisor Ryan Skoda: they have received Planning Board approval and ZBA approval; they need DOT approval.
- ✦ Scott Fuchs: what about light pollution?
- ✦ Larry Kadish: the lights are all hooded.
- ✦ Kathy Bainer: Gas Land was in front of the Planning Board and the ZBA. The applicant has produced all the correct documents and the application has been approved, the lights meet code and closing is set at 11 pm.
- ✦ Board Member Arthur McGuire: when it goes to DOT will DOT address the traffic?
- ✦ Kathy Bainer: yes
- ✦ Larry Kadish: I just checked the AED batteries and they are ok.
- ✦ John Thompson: Are there any updates on County Route 15?
- ✦ Supervisor Ryan Skoda: the Town Attorney is working on it. The County has been on him about the cars on the road. The Town has fined him, he pays the fine.
- ✦ Board Member Linda Swartz: our zoning is not clear on fines.
- ✦ Board Member Richard Skoda: we need an update from Attorney Decaire, ask if he can come to next moths meeting. Have Dennis condemn the place.
- ✦ Supervisor Ryan Skoda: we don't want Dennis to condemn, then it falls on the town to clean it up.

With no further business, on a motion by Board Member Richard Skoda, seconded by Board Member Arthur McGuire, the meeting was adjourned at 9:10 pm, carried unanimously by all members present. The next Regular meeting will be **February 12, 2018** at the Taghkanic Town Hall.

Audience:	Debbie Colgrove	Ray Colgrove	Diane Rodriguez	Kathy Bainer
	George Hotaling	Arthur Griffith	Jose Rodriguez	Tom Mirabelli
	Jeffrey Tallackson	Chris Tallackson	John Thompson	Anna Kadish
	Larry Kadish	Scott Fuchs	Tom Detwiler	