

# OCTOBER 09<sup>TH</sup>, 2017 – TENTATIVE BUDGET WORKSHOP CANAAN TOWN BOARD

Supervisor Richard Keaveney opened the meeting at 6:30 p.m. and read the Public Notice:

NOTICE IS HEREBY GIVEN THAT THE Canaan Town Board will hold a Budget Workshop on October 9<sup>th</sup>, 2017, at 6:30 p.m. at the Canaan Town Hall, 1647 County Route 5, Canaan, New York 12029. The regular monthly meeting will immediately follow the Budget Workshop meeting. By Order of the Canaan Town Board.”

Present: Supervisor Richard Keaveney  
 Councilperson Brenda Adams  
 Councilperson Terese Platten  
 Councilperson David Patzwahl  
 Councilperson Alan Miller arrived at 6:40 p.m.

## 2018 BUDGET COMPARISON VS. 2017

<u>Tax Cap</u>	<u>2017 Budget</u>	<u>2018 Budget</u>	<u>Increase</u>	<u>%</u>
Town				
Lighting Districts				<b>1.84%</b>
East Chatham Fire District	523,518	533,831	10,313	1.97%
Red Rock Fire District	4,305	4,780	475	11.03%
	72,024	72,024	0	0.00%
	50,000	50,000	0	0.00%
Total Tax Cap*	649,847	660,635	10,788	1.66%

\* Canaan Fire District is a 'public subdivision district' needing voter approval on its budgets, it has its own tax cap

### Exceptional Items

Bristol Road Bridge Repair  
 Expense (CHIPS & Bridges Contractual)  
 CHIPS Revenue - Carryover 2017  
 CHIPS Revenue - 2018  
 Highway Fund Unassigned Reserves  
 General Fund Unassigned Reserves  
 Net

Assessor Revaluation Salary Increase Assessor Revaluation Contractual Expenses

### Revenue Notes (+/-1.000)

Mortgage Tax - General Fund Sales Tax - Highway Fund

### Expense Notes (+/-1.000)

Retirement - General Fund Hospitalization - General Fund

Highway Capital - Highway Fund General Repairs - Highway Fund Snow Removal - Highway Fund New Machinery  
 - Highway Fund Machinery Repair - Highway Fund

### Salary/Compensation Notes

2% Increases -1.66% increase on average  
Town Hall Maintenance and Dog Control Officer both 0%  
No longevity pay in 2018  
Code Enforcement Officer 5% increase to \$17.000/year  
Deputy Town Clerks and Highway Clerk 6.65% increase to \$16/hour from \$15/hour  
Bristol Road Bridge Repair  
Expense (CHIPS & Bridges Contractual)  
CHIPS Revenue - Carryover 2017  
CHIPS Revenue - 2018  
Highway Fund Unassigned Reserves  
General Fund Unassigned Reserves  
Net

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Adjourned: Councilperson David Patzwahl made a motion, seconded by Alan Miller, to close  
the workshop meeting at 7:10 p.m.

Respectfully submitted,

Charlotte L Cowan, MMC/RMC

Canaan Town Clerk

## OCTOBER 09<sup>TH</sup>, 2017 – CANAAN TOWN BOARD MEETING

Supervisor Richard Keaveney opened the meeting at 7:30 p.m. with the Pledge of Allegiance to the Flag followed by a moment of silence.

**PRESENT:** Supervisor Richard Keaveney  
Councilperson Alan Miller  
Councilperson Brenda Adams  
Councilperson Terese Platten  
Councilperson David Patzwahl

**AUDIENCE:** 5

**MINUTES: MOTION:** Motion made by Councilperson Terese Platten, seconded by Councilperson Alan Miller, to approve the September 11<sup>th</sup>, 2017 minutes. 3-ayes,

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams - abstained  
Councilperson Terese Platten – yes;  
Councilperson David Patzwahl – abstained.  
Motion Carried.

**BILLS: MOTION:** Councilperson Brenda Adams made a motion, seconded by Councilperson David Patzwahl, to approve the payment of the General bills: #358 - #383 in the amount of \$6,775.63: Highway bills: 105-#120 in the amount of \$26,349.29. 5-ayes,

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams – yes;  
Councilperson Terese Platten – yes; and  
Councilperson David Patzwahl – yes.  
Motion Carried.

### SUPERVISOR MONTHLY REPORT

Town Clerk Revenues	\$ 506.50
Highway Fund	<u>\$ 320,781.75</u>
Highway Fund-Capital	<u>\$ 269,306.64</u>
Lighting Districts	<u>\$ 1,235.82</u>
Ambulance Districts and Fire District	<u>\$ 325.78</u>
Building Inspector	<u>\$ 1,536.00 (August-2017)</u>
Planning Board	<u>\$ 100.00</u>
Recreation	<u>\$ 7,626.63</u>
General Fund Balance	<u>\$ 279,631.47</u>
Court Revenues	<u>\$ 5,150.00 (August-2017)</u>
Zoning Board of Appeals	\$ -0-
Tax Collector	<u>\$ 25.00</u>

Revenues for the month of SEPTEMBER-2017

**RESOLUTION #59 – Transferring Funds**

Town Board wishes to transfer \$6,000.00 from the Contingent Fund Account, A1990.4 to the Hospitalization Account, A9060.8.

**MOTION:** Councilperson David Patzwahl made a motion, seconded by Councilperson Terese Platten, to approve said transfer. 5-ayes

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams – yes;  
Councilperson Terese Platten – yes; and  
Councilperson David Patzwahl – yes.  
Motion Carried.

**MOTION:** Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to make the Tentative Budget the Preliminary Budget. 5-ayes

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams – yes;  
Councilperson Terese Platten – yes; and  
Councilperson David Patzwahl – yes.  
Motion Carried.

**MOTION:** Councilperson Alan Miller made a motion, seconded by Councilperson Terese Platten, to give 10 used 8-foot 4x4's in the Park Shed to a resident. 5-ayes

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams – yes;  
Councilperson Terese Platten – yes; and  
Councilperson David Patzwahl – yes.  
Motion Carried.

**BOARD DISCUSSION:**

1. Updated
  - a. NYS Rural Water Association Study – Councilperson David Patzwahl and Councilperson Brenda Adams, have been working with Steve Winkley (NYRWA). They will set up a schedule with Steve.
  - b. Broadband – Charter/Spectrum broadband equipment is being installed on local utility poles. This equipment are power source boosters, for fiber optics. Time Warner is now Spectrum. Fairpoint is now sharing with Charter/Spectrum poles.
2. 2018 Budget Public Hearing – the Public Hearing will be held on October 30<sup>th</sup>, 2017 on the Preliminary Budget at 7:00 p.m.
3. Digital Projector and Screen for Town Meeting Hall – the Town Board decided to check into the cost before making a decision.
4. The Town Hall will have the annual power spray, outside, done tomorrow.

**ASSESSOR** – Supervisor Richard Keaveney read the Assessor report.

Legal –

- I had 1 SCAR hearing to attend.
- The BAR held a second meeting on September 11<sup>th</sup>, to administer a small correction to the Roll.

Reassessment –

- While working with the County I am still doing a great deal of background work and clean up within the data base.
- On the 11<sup>th</sup> of October the County and I will be out starting the Commercial Data Verification. This will take a few days to complete and then a few more to make data base changes.
- We will also have a Reval progress meeting on the 11<sup>th</sup> with the State and County.
- The State was in town and conducted a random test sampling of the inventory on our files. This is part of the State Aid process. To receive any State aid, we must remain in certain State standards. I haven't gotten a full report yet but was told we are in good shape so far.

Around the office –

- Clerk is continuing still working on scanning property files in between other duties. Most of the old paperwork has been sorted, scanned.
- We will start to get ready for exemption season this month.
- Desktop computer monitor is probably in need of being replaced as there is a black spot the size of my palm that will now not go away.
- I am working on reviewing permits and sales in the field as usual when time permits.

## **HIGHWAY REPORT**

### **ACTIVITIES:**

We chipped seal Flints Crossing with the help of Ghent, Chatham and Austerlitz. A big thank you to them! We hauled the rest of the 1a's from the Frisbee Street stock pile back to the salt shed to use for winter ice conditions.

We worked on replacing missing, bent & broken signs. We are waiting for the sign order to come in.

Road side mowing continues. This is one of the more onerous jobs as there is lots of debris, wire, posts & obstacles which bend, break and dull the knives. The boom mower takes a beating as well. The boom mower is now 7 yrs. old and cracks are developing on various points on the boom. We have welded several sections already.

We are still on pot hole patrol - if you see any biggies please give us a call.

We are bringing in sand & salt for the upcoming winter. It's been beneficial to get the material delivered during the dry weather.

Our next big undertaking will be to cut shoulders on New Concord to mitigate water problems.

I attended the traffic safety meeting and many road safety issues were discussed. The paving & flagging

detail on Route 295 was one of the topics.

I went to the fall conference and learned quite a bit. I was able to share the ride with another highway superintendent which cuts costs and makes the long ride more enjoyable.

The education sessions included:

- *Making safety simple.* I am proud to say that our Columbia County Safety Day was used as an example!
- *Social media in the workplace.*
- *Managing your highway budget.*
- *DEC part 360 solid waste.*
- *Legal panel—ROW& user roads.*
- *Building strong sustainable board relations.*
- *Post flood emergency stream intervention.*

I am honored to have been elected President of the New York State Association of Town Superintendent of Highways for the coming year. This is the first time that there will be a president from Columbia County!

### **DISCUSSIONS & REQUESTS:**

Our first heavy frost brought out the ice scrapers - winter is coming.

Highway Superintendent, Bernhard Meyer, said that the new truck will arrive next week.

FEMA – the Town should receive \$15,150 from the March Storm thanks to Daryl, Hwy Clk, for using the correct submittal forms.

### **PUBLIC DISCUSSION**

1. Karen Braun – lives on New Concord Road, on the dirt portion. She would like a speed sign on the road to slow traffic. Supervisor Richard Keaveney explained the proper procedure: a signed petition from residents, presented to the Town Board, the Board then presents speed petition to the County who then presents it to NYS DOT and they will do a traffic study and accident data. Karen asked if they could just post “Slow” signs. Highway Superintendent, Bernhard Meyer, said he would look into “suggestive” signs.
2. Gary Flaherty said he was concerned about the political signs and our sign law.

**EXECUTIVE SESSION:** Supervisor Richard Keaveney asked to enter into executive session concerning contractual issues.

**Motion:** Councilperson Brenda Adams made a motion, Councilperson Alan Miller, seconded the motion to enter into executive session at 8:15 p.m. 5-eyes

Roll-call showed: Supervisor Richard Keaveney – yes;

Councilperson Alan Miller – yes;

Councilperson Brenda Adams – yes;

Councilperson Terese Platten – yes; and

Councilperson David Patzwahl – yes.

Motion Carried.

The Town Board returned at 9:12 p.m. and Supervisor Richard Keaveney said that there were no decisions or motions made.

**ADJOURNMENT:** Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to adjourn the meeting at 9:14 p.m. 5-ayes

Roll-call showed: Supervisor Richard Keaveney – yes;  
Councilperson Alan Miller – yes;  
Councilperson Brenda Adams – yes;  
Councilperson Terese Platten – yes; and  
Councilperson David Patzwahl – yes.  
Motion Carried.

Respectfully submitted,

*Charlotte L. Cowan, MMC/RCM*  
*Canaan Town Clerk*