

***February 12<sup>th</sup>, 2018 - Town Board Special Audit Meeting***

Supervisor Richard Keaveney opened the meeting at 6:05 p.m.

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

**AUDIENCE:**

Supervisor Richard Keaveney read the Public Notice: Please take notice that the Canaan Town Board will hold a Special Meeting at the Canaan Town Hall, 1647 County Route 5, Canaan, New York 12029, at 6:00 p.m. on February 12<sup>th</sup>, 2018. The purpose of the meeting is to audit the town books. Following the audit, the February monthly Town board meeting will be held.

Councilperson David Patzwahl audited the Supervisor records; Councilperson Alan Miller and Supervisor Richard Keaveney audited the Town Clerk records; Councilperson Brenda Adams audited the Tax records; and Councilperson Terese Platten audited the Court records.

**MOTION:** Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to close the audit meeting at 6:55 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.

Respectfully submitted,

Charlotte L. Cowan

## February 12<sup>th</sup>, 2018 – Town Board Meeting

Supervisor Richard Keaveney opened the meeting at 7:05 p.m. with the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Richard Keaveney asked that we remember former Supervisor Fred Crisp and a faithful Town meeting resident attendee, Vivian Vispo, who had passed.

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

**Audience:** 7

### **MINUTES:**

**MOTION:** Motion made by Councilperson David Patzwahl, seconded by Councilperson Alan Miller to approve the January 12<sup>th</sup>, 2018 Organizational meeting minutes, recognizing two type-O's. 5-eyes

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

**MOTION:** Motion made by Councilperson Brenda Adams, seconded by Councilperson David Patzwahl, to approve the January 12<sup>th</sup>, 2018 minutes. 5-eyes

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

### **BILLS:**

**MOTION:** Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, to approve the payment of the February bills: General Encumbered bills: #458 - #459 in the amount of \$1,380.01; Encumbered Highway bills: #154 - #155 in the amount of \$2,674.64. General bills: #25 - #56 in the amount of \$11,563.01; Highway Fund bills: #2-#11 in the amount of \$3,950.35. 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.

**SUPERVISOR MONTHLY REPORT**

Town Clerk Revenues	\$ 0 270.38
Highway Fund	\$502,750.76
Highway Fund Capital	\$294,325.70
Lighting Districts	\$004,896.31
Ambulance Districts & Fire Districts	\$ 0325.78
Building Inspector	\$ 205.00(Dec.-2017)
Planning Board	\$ -0-
Recreation	\$ 7,626.63
General Fund Balance	\$ 443,000.52
Court Revenues	\$003,205.00(Dec-2017)
Zoning Board of Appeals	\$ -0-
Tax Collector	\$ 671,716.76

Revenues for the month of JANUARY -2018

**Resolution #45 – Town Board Audit**

Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve the financials for the year 2017 of the Town Clerk, Tax Collector, Supervisor, and the Judges' financials. 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.

Resolution #45 adopted.

**Resolution #46 – Appointing Deputy Supervisor – Councilperson Terese Platten**

Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to approve appointing Councilperson Terese Platten to act as Deputy Supervisor for the year 2018. 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.

Resolution #46 adopted.

**Resolution #47 – Supporting Town Assessor in Updating of 2018 Assessment Roll**

Councilperson Brenda Adams made a motion, seconded by Councilperson Terese Platten, to approve Town Assessor Kimberly Cammer in updating of the Town's 2018 Assessment Roll and maintenance of such Assessment Roll at full-market value. 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.

Resolution #47 adopted.

Supervisor Richard Keaveney said that Town Attorney, Andrew Howard, has reviewed and taken out sections referring to amendment Local Laws. This will make the Zoning Laws easier to read. Councilperson David Patzwahl and Supervisor Keaveney feel there is still need for clarification of specific definitions.

**MOTION:** Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to hold a Public Hearing on Local Law #1 of the year 2018. The March 12<sup>th</sup> meeting will be held at 6:45 p.m. followed by the regular monthly meeting. 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.

#### **BOARD DISCUSSION:**

1. Code Enforcement Year End report. Supervisor Richard Keaveney said that he is trying to get the Town of Copake involved to help with the vehicle cost for the Code Officer.
2. Banks: Supervisor Keaveney said that he is waiting for proposals from the Bank of Greene and the Kinderhook Bank. Supervisor has met with both banks.
3. Ambulance: Supervisor Richard Keaveney reported that the contract updates for the other Towns revealed that Ghent, Canaan, and New Lebanon will pay their share based on their Assessed Value. Chatham and Austerlitz have not yet agreed to pay their share, based on their Assessed Value.

#### **4. ASSESSOR'S REPORT:**

Exemptions -

- Renewal applications have been coming in steady.
- All exemptions are due by March 1, 2017. There are no exceptions except for a documented medical problem or death in the family. If any exemptions come in late they will be denied and removed and appeals now have to go through the State.

Other-

- The office is very busy at this time due to finishing up any field work and assessment changes needed to produce the new roll, ongoing sales entry and verifications and normal business. At this

time we are also working with the State and county to determine the level of assessment.

#### Reassessment

- Significant time is being spent on the reassessment. I am in the process of assigning values and conducting field review. After those values are ready the file will go to the State to see if they agree.
- Even after the values are set there is still a lot of background work that needs to be accomplished. This at the same time all the field review of permits and exemption processing and Sales.
- I will be sending letters with new assessment to the home owners in March. At that time, I will hold informal hearings for taxpayers who have questions.

#### Other-

- As you know, I lost my clerk January 1<sup>st</sup>. I am hiring a new clerk in New Lebanon and would like \_\_\_\_\_ to appoint her here so that I have the same clerk in both towns. I have her resume on file here since \_\_\_\_\_ since October.

Town Clerk, Charlotte Cowan, "Thanked" Councilperson David Patzwahl for installing the downstairs office bulletin boards.

#### **HIGHWAY REPORT:**

Superintendent of Highways, Bernhard Meyer, read his monthly report.

#### **ACTIVITIES:**

Our January thaw caused a few washouts and Foster Road to undermine on the hill. We were able to get material on it quickly.

We've had a few "tricky" storms, which drop snow and as we are plowing change to sleet and freezing rain. The grader has been out cutting ice in the hardest hit areas. Our sand pile has taken a hit for sure we are roughly two-thirds of the way through.

The trucks have held up with only minor issues.

Finally coming to an end with the bio fuel disaster. I can't say enough about Enertech products which got us back on the road again. Come to find out we were not the only one with problems. Several highway departments in Columbia County as well as Greene County were almost brought to a standstill.

I attended the traffic safety meeting in Hudson and one of the topics was that plowing snow onto the road is prohibited. I would like to ask that the memo from DOT be posted at the town hall and on the town website which explains Section 1219 of the NYS Vehicle and Traffic Law.

I have a meeting tomorrow with Barton & Loguidice to go over the plans for the Bristol Road culvert.

**DISCUSSIONS & REQUESTS:**

Permission to go out for bid for material & services.

I would also like to ensure that there is a resolution in place so that we can "piggy back" off other bids if cost and services are more beneficial for the town.

Happy Valentine's Day

**MOTION:** Councilperson Alan Miller made a motion, seconded by Councilperson Brenda Adams, for the Highway Department to go out to bid for annual supplies and hauling. 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.

**ADJOURNMENT:** Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to adjourn the meeting at 8:47 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.

Respectfully submitted,

Charlotte L. Cowan, Town Clerk