

October 1st, 2018 – Town Board Meeting

Supervisor Richard Keaveney opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the Flag followed by a moment of silence. Supervisor Keaveney asked that we keep Councilperson David Patzwahl in our thoughts. His mother has just passed.

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

ABSENT: Councilperson David Patzwahl

AUDIENCE: 13

MINUTES:

MOTION: Motion made by Councilperson Brenda Adams, seconded by Councilperson Alan Miller, to approve the August 13th, 2018 minutes. 4-ayes

Roll-call showed: Supervisor Richard Keaveney - yes;
Councilperson Brenda Adams - yes;
Councilperson Terese Platten - yes; and
Motion carried.

BILLS:

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson Terese Platten, to approve the payment of the September bills: General bills: #240–#262 in the amount of \$11,687.84; Highway bills: #80–#94 in the amount of \$37,797.96. 4-ayes

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

SUPERVISOR MONTHLY REPORT (September)

Town Clerk Revenues	\$ 510.37
Highway Fund	\$522,822.25
Highway Fund Capital	\$112,763.00
Lighting Districts	\$ 1,593.17
Ambulance Districts & Fire Districts	\$ 866.67
Building Inspector	\$ 1,730.00 (8/24/ to 9/13/2018)
Planning Board	\$ 750.00
Recreation	\$ 1,759.30
General Fund Balance	\$ 230,553.56
Court Revenues	\$ 5,369.00 (July 2018)
Zoning Board of Appeals	\$ -0-
Tax Collector	\$ 36.73

RESOLUTION #67 – 2018 Budget Adjustment

Moving: \$100.00 from Central Data (A1680.4) to Dues (A1920.2) and \$1,115.00 from Youth Programs (A7310.1) to Building/Zoning Enforcement Assistant (A3620.11) and \$1,500.00 from Building

Contractual (A1620.4) to Town Clerk (A1410.4)

Motion: Councilperson Alan Miller made a motion, seconded by Councilperson Brenda Adams, to adopt Resolution #67. 4-ayes.

Roll-call showed: Supervisor Richard Keaveney - yes;
Councilperson Alan Miller - yes;
Councilperson Brenda Adams - yes;
Councilperson Terese Platten - yes;
Motion carried.

RESOLUTION #68 – 2018 Budget Amendment

Moving \$10,000.00 from General Highway and Highway Funds, respectively, to replenish the HRA Account – exact amounts from Funds to be determined by the Accountant.

MOTION: Councilperson Terese Platten made a motion, seconded by Councilperson Brenda Adams, to adopt resolution #68. 4-ayes

Roll-call showed: Supervisor Richard Keaveney - yes;
Councilperson Alan Miller - yes;
Councilperson Brenda Adams - yes;
Councilperson Terese Platten - yes;

Presentation – Stan Joseph – Gristmill Sign

Mr. Joseph introduced himself and said he has been a Town resident for 48 years. He has been working with the Town Historian, Doris Gearing, on a replacement sign for the Gristmill site. Mr. Joseph said that a narrative of Canaan's heritage on 4×6-ft. aluminum sheeting could be made, at no cost to the Town, and placed on Whittings Pond road at a designated site of the old Gristmill. Highway Superintendent Bernhard Meyer informed them that the County Highway department would make the sign. Supervisor Richard Keaveney said that the State sign, on State Route 295, was originally placed in 1934. A sign of the size 4×6-ft. would have to be approved by the Planning Board. Dr. and Mrs. Jahangir Rahman and Mr. and Mrs. Jack Leal own property across the road near the Gristmill site. Mr. Joseph said that there was a misunderstanding of the proper procedure. Supervisor Keaveney said that he will look into the land owners and where the sign is to be placed.

BOARD DISCUSSION:

1. **FEMA Reimbursements** – Supervisor Richard Keaveney said that the Town has received \$2,000.00 from the State from the rainstorm damage.
2. **New Highway Employee** – The Highway Department has hired a new employee, Stephen VanTassel.
3. **Fire Company/Firefighter Cancer Insurance** – Supervisor Keaveney said that the County will pay half of the required cancer insurance coverage and the rest out of the Workers' Compensation Fund. It is now required that the fire companies have cancer insurance on interior firefighters. Councilperson Brenda Adams asked about PJ Keeler's proposal for fire companies, past/present, need to purchase cancer insurance for interior firefighters. Supervisor Richard Keaveney indicated that excess county funds will cover the cost for the next few years. The Board of Supervisors will vote on this.
4. **Property Offer** – Supervisor Keaveney said that a taxable parcel with total taxes of \$1,400.00 is being offered to the Town. This parcel has walking trails and could have an estuary on the 52 acres. Supervisor Keaveney will contact the Town Attorney, Andy Howard, concerning Town ownership.

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve the Supervisor to move forward concerning Town ownership of the land with the Town attorney. 4-ayes.

Roll-call showed: Supervisor Richard Keaveney - yes;
Councilperson Alan Miller - yes;
Councilperson Brenda Adams - yes;

Councilperson Terese Platten - yes;

Motion Carried.

5. **Broadband Update** – Spectrum is up and running in the areas they serve; we have no news regarding Consolidated broadband. Councilperson Brenda Adams said, “and the beat goes on,” for Consolidated and Spectrum.
6. **AA Meetings** – Supervisor Richard Keaveney said that the AA meetings are currently paying \$600.00 but it is costing the Town \$300.00 a month to pump out the septic tank. Supervisor Richard Keaveney indicated that we are asking for a rental fee of \$1,000.00. The Group meets every Sunday for two hours with about 50 people attending. We will contact them and wait for their decision.
7. **NYSERDA Clean Energy Community initiative** – Councilperson Terese Platten has discussed with the coordinator the impact actions required for Canaan to become a Clean Energy Community. The Town of Canaan has completed two of the required four actions (passing the Unified Solar Permit resolution and ZEO Lee Heim completing NYSERDA Energy Code training) The next two actions could be benchmarking energy usage and reducing Town energy usage by 10%. Changing out the lights in the Town Hall could afford the required energy reduction. To begin, the Town Board must pass a resolution to approve the Energy Benchmarking requirement for certain municipal buildings.

ASSESSOR MONTHLY REPORT: August/September

Legal-

- I had 7 SCAR hearings to attend.
- Results for 4 have come back: 3 vacant land properties have been lowered, and 2 of those were done by stipulation. It is questionable to the assessor whether those vacant lands should have been heard in a SCAR hearing. Both the Assessors and the Hearing officer are looking for clarification to the Law regarding this subject.

Exemptions-

- As I stated last month, the STAR renewal process is changing. This greatly affects the seniors who receive the low-income senior’s exemption (AGED).
- To help those seniors through the complicated forms that will be needed this year, I have decided that instead of mailing them the applications, I am mailing them an invitation. The invitation will be for them to come in on either October 24th or November 14th between 9 a.m. and 12 p.m.. I will dedicate those days to them to individually help walk them through the paperwork. Seniors who do not take advantage of those days will be mailed applications when the rest of the Enhanced Star renewal applications go out, which is usually the first week in December.

Other-

- I am working on reviewing permits and sales in the field as usual when time permits.

HIGHWAY REPORT – Highway Superintendent Meyers said that the Bristol Bridge project is awaiting paperwork for the bearing plates. Superintendent Meyers hopes to have the project completed by the end of October.

Truck 7 has lost all electric power.

Truck 12 has an exhaust issue.

2019 BUDGET – Supervisor Richard presented a 2019 Budget Analysis:

Tax Cap

	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>% Increase</u>
Town of Canaan	533,831	544,526	2.0%
Lighting Districts	4,780	5,035	5.3%
East Chatham	72,024	72,744	1.0%
Red Rock Fire District	30,648	30,648	0.0%
Total Budget Subject to Tax Cap	641,283	652,953	1.8%
Tax Cap		2.0%	
Variance vs. Tax Cap		(1,156)	
<u>Personnel Expenses</u>	Increase	6,799	1.47%

CPI 12 Month Rolling Average = 2.7%

2.5% Salary Increases with the following Exceptions:

- Deputy Town Clerk Increase from \$16/hr. to \$17/hr.
- Highway Clerk Increase from \$16/hr. to \$17/hr.
- Assessor Assistant Increase from \$14/hr. to \$13/hr.
- CEO Increase \$3.0% or \$500
- Planning and ZBA Secretaries Increase from \$12.60/hr. to \$14/hr.
- CEO Increase \$3.0% or \$500
- BAR Increase \$15/Person
- Accountant and Town Hall Maintenance Contractors – Increase 2%
- Town Board – No Change
- Assessor – No Change
- Highway Employee Change – Decrease \$7,900

Retirement

Decrease \$2,000 Due to Highway Employee Change

Hospitalization

Increase \$9,000 Despite \$6,000 Premium Decrease Due to Highway Employee Change

Other Expense Changes (+/- \$1,000)

- Assessor Contractual – Revaluation Decrease \$5,500
- Contingency – Increase \$5,00 Back to \$50,000
- Garbage – Increase \$10,000 to \$20,000
- Cemetery – Increase \$2,000
- Capital Equipment – Normalized Increase \$5,000 to \$35,000
- Bridges Contractual – Decrease \$130,000
- CHIPS – Decrease to Base Levels Pending NYS State Budget

REVENUE Changes (+/- \$1,000)

- Bank Interest (Both Funds Combined) – Increase \$3,700 to \$4,000
- Building Permits – Decrease \$2,000 to \$15,000
- Fines & Forfeitures – Increase \$5,000 to \$65,000 – 2018 Estimate \$65,000
- Sales Tax – Increase \$20,000 to \$330,000 – 2018 Estimate \$335,000
- Sales of Highway Equipment – Decrease \$20,250
- CHIPS – Decrease to Base Levels Pending NYS State Budget
- Revaluation Reimbursement \$3,000 (\$2 for 1500 Parcels) Occurs in 2018
- Unexpended Balance Usage – Decrease \$140,000 – Bristol Road Bridge

Adjournment: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to adjourn the meeting at 8:45 p.m. 4-ayes

Roll-call showed: Supervisor Richard Keaveney - yes;
 Councilperson Alan Miller - yes;
 Councilperson Brenda Adams - yes;
 Councilperson Terese Platten – yes.

Motion carried.

Respectfully submitted,

Charlotte L. Cowan, MMC/RMC