

PUBLIC HEARING – JANUARY 14TH, 2019

LOCAL LAW #1 OF THE YEAR 2019 AMENDING THE SOLAR LAW.

Supervisor Richard Keaveney opened the Public Hearing at 6:15 p.m. Supervisor Keaveney read the Public Notice: Please take notice that the Canaan Town Board will hold a Public Hearing on January 14th, 2019, at 6:15 p.m. on Local Law No. 1 of the year 2019 amending the solar law. At 6:30 p.m. the Town Board will hold the 2019 Organizational meeting, immediately following with the regularly scheduled monthly meeting will be held. The meetings will be held at the Canaan Town Hall, 1647 County Route 5, Canaan, NY 12029.

Pierre Gontier said that there was no change in the residential law. There is no swapping and residential cannot exceed 110%. Non-residential is allowed 200k only one net meter and can not add wind power to the facility.

Wendy Dwyer said that a special permit was needed for ground installation.

All those wishing to be heard, having been heard, the public hearing was closed by Supervisor Richard Keaveney.

Adjourned:

Motion: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller to close the public hearing at 6:40 p.m. 5-ayes,

ORGANIZATIONAL 2019 RESOLUTIONS

Supervisor Richard Keaveney opened the meeting with the Pledge of Allegiance to the Flag followed by a moment of silence.

Supervisor Richard Keaveney read the following resolutions:

RESOLUTION #01: Pay Rates/Periods General Fund

Be it resolved that the following pay rates and pay periods shall cover the following General Fund employees and elected officials effective December 30,, 2018:

Supervisor	\$ 5,000.00	per year payable monthly
Council Members (Each)	\$ 1,800.00	per year payable quarterly
Town Clerk/Tax Collector	\$37,651.00	per year payable biweekly
Deputy Town Clerk I, II	\$ 17.00	per hour payable biweekly*
Justice I	\$12,297.00	per year payable monthly
Justice II	\$12,297.00	per year payable monthly
Court Clerk	\$ 18.42	per hour payable biweekly*
Planning Board/ZBA Clerks (Each)	\$ 16.00	per hour payable quarterly*
Superintendent of Highways	\$55,691.00	per year payable biweekly
Highway Clerk	\$ 17.00	per hour payable biweekly*
Assessor	\$25,541.00	per year payable biweekly
Assessor Assistant/Clerk	\$ 16.00	per hour payable biweekly*
Town Hall-Stoddard Field Maintenance	\$ 15.99	per hour payable biweekly*
Dog Control Officer	\$ 5,000.00	per year payable monthly
Registrar Vital Statistics	\$ 358.00	per year payable annually
Assessment Review Board (Each)	\$ 125.00	payable after Grievance Period
Code Enforcement Officer	\$ 17,548.00	per year payable biweekly
Code Enforcement Assistant	\$ 16.00	per hour payable biweekly*

◆All appointed hourly employees will be compensated for the time actually worked. The Deputy Town Clerks, Court Clerk and Highway Clerk will also receive compensation for five hours on holidays.

STANDARD WORK DAY:

For NYS Retirement System reporting purposes the standard workday for the Town's General Fund employees will be set at six hours.

RESOLUTION #02: Pay Scale/Benefits Highway Department

Be it resolved that the scale of wage rates and benefits for the Highway Department employees

effective December 30,2018 shall be as follows:

WAGES:

Street Maintenance Foreperson	\$23.03 per hour/one employee*
Senior Motor Equipment Operator	\$22.35 per hour/one employee*
Motor Equipment Operator II	\$20.65 per hour/two employees*
Motor Equipment Operator I	\$ 18.93 per hour/one employees*
<u>Part Time</u>	<u>As needed</u>
Laborer	\$15.99 per hour/two employees*
(Probationary)	\$ 14.42 per hour/none*
Flag Person(s)	\$ 12.47 per hour/two as needed*

Probationary Period: 1 year from date of hire

* Currently authorized by Town Board

CREDIT UNION:

All Town employees will have available to them employee participation through payroll deductions in the Columbia Greene Federal Credit Union, 207A Green St., Box 1339, Hudson, NY 12534.

STANDARD WORK DAY:

The hourly paid employees of the Town of Canaan Highway Department shall work a standard workday commencing at 7:00 AM and ending at 3:30 PM with 1/2 hour for lunch.

STANDARD SUMMER WORKDAY:

The hourly paid employees of the Town of Canaan Highway Department shall work a standard summer workday of ten hours (10) four (4) days a week, commencing at 6:00AM and ending at 4:30PM with 1/2 hour for lunch, or as determined by the Highway Superintendent.

RESOLUTION #03: Longevity Bonus for Certain Town Officials and Employees

Be it resolved (Resolution #49 of 2016) that certain Town officials and employees having worked a minimum of 20 hours per week and have remained employed in good standing and have reached the following anniversary dates as of January 1st 2016 will receive a Longevity Bonus of a cumulative \$100 per year on the following anniversary dates: 25 years -\$2,500,30 years - \$3,000,35 years - \$3,500,40 years - \$4,000,45 years - \$4,500 and 50 years -\$5,000. Be it also resolved that only current Town officials and employees are eligible for this bonus, those positions being: Town Clerk/Tax Collector, Deputy Town Clerk/Deputy Tax Collector, Court Clerk, Highway Superintendent, Highway Clerk and Highway employees.

RESOLUTION #04

VACATION for full time employees: (more than 20 hours per week)

Completion of 1 year	5 days
Completion of 2 to 5 years	12 days
Completion of 6 to 10 years	15 days
Completion of 11 to 15 years	19 days
Completion of 16 to 20 years	22 days

PAID HOLIDAYS:

New Year's Day	January 1,2019
Martin Luther King Day	January 21,2019
Presidents Day	February 18,2019
Good Friday	April 19,2019
Memorial Day	May 27,2019
Independence Day	July 4, 2019
Labor Day	September 2,2019
Columbus Day	October 14,2019
Election Day	November 5,2019
Veteran's Day	November 11,2019
Thanksgiving Day	November 28,2019
Day after Thanksgiving	November 29, 2019
Christmas Day	December 25,2019

If New Year's Day, Independence Day, Veterans Day or Christmas Day fall on a Saturday then the previous Friday will be the paid holiday. If the same holidays fall on a Sunday then the following Monday will be the paid holiday.

SICK DAYS:

Five (5) per year with two (2) days convertible to personal days with the prior approval of the Highway Superintendent. Unused sick days may be accumulated to a maximum of forty-five (45) days.

PERSONAL DAYS:

Three (3) per year with no accumulation rights.

HEALTH CARE PLANS:

MVP, Empire Blue Cross-Blue Shield and Delta Dental - Fully paid by the Town to include basic health maintenance, major medical, prescription drugs, vision and dental - offered to employees that work a minimum of twenty hours (20) or more each week.

PENSION PLAN:

New York State Retirement Plan

BEREAVEMENT LEAVE:

Three (3) days for immediate family: father, mother, sister, brother, child or spouse.

BIWEEKLY PAY PERIODS:

The last pay period for fiscal 2018 will end December 29, 2018, at 12:00 midnight with each succeeding pay period ending every other Saturday thereafter. The Highway Superintendent shall submit the payroll to the Supervisor within three (3) days of the close of the pay period and the Supervisor and Accountant shall prepare the payroll and issue paychecks within seven (7) days of the close of the pay period.

RESOLUTION #05: Payment of Monthly and Quarterly Workers: All monthly and quarterly employees and elected officials will be paid on the last Friday of the month in which payment is due.

MOTION: Councilperson David Patzwahl made a motion, seconded by Councilperson Terese Platten, to approve resolutions number one, two, three, four, and five. 5-ayes

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

RESOLUTION #06: Mileage/Travel Allowances

Be it resolved that **fifty (50.0) cents per mile** be paid, after audit of properly submitted claims for the use of privately owned vehicles on official Town business, provided that funds for such expenses are available in the current budget; and be it further resolved that **THE ASSESSOR, and THE DOG CONTROL OFFICER BE PAID MILEAGE FOR NORMAL OFFICAL BUSINESS TRAVEL**; however, no one will be paid mileage for travel to and from his/her Town office or for attending "in" Town Board or Committee meetings. Also, no mileage may be duplicated through any other source (i.e.: County or State government). The **CODE ENFORCEMENT OFFICER'S** gas mileage compensation is included in the Town's Inter-Municipal Agreement with the Village of Philmont and the Towns of Copake and Hillsdale (Resolution #29).

RESOLUTION #07: Town Board Meeting Dates

Be it resolved that the Town Board shall meet on the second **Monday** of each month at the Canaan Town Hall at 7:00 PM for the regular monthly meetings; and be it further resolved that **Saturday** Town Board Meetings may be scheduled in place of second Monday meetings by a majority agreement of the members of the Town Board; and be it further resolved that any scheduled meeting may be canceled or the date and/or time changed at any time by a majority agreement of the members of the Town Board with timely public notice.

RESOLUTION #08 Official Newspaper Designation

Be it resolved that the **Columbia Paper** newspaper having a general circulation in the Town of Canaan be are hereby designated and appointed as the official newspapers for the Town for the year 2019. Be it further resolved the public notices regarding meeting schedules and changes, and/or needed vacancies shall appear in both newspapers to insure timely notification to the public.

RESOLUTION #09: Official Bank Designation

Be it resolved that the **Bank of Greene County** is hereby currently designated as the official depository for all funds of the Town of Canaan.

RESOLUTION #10: Investment of Idle Funds

Be it resolved that the Supervisor be and is hereby authorized to invest idle funds of the Town of Canaan in Certificates of Deposit or U.S. Treasury Bills from time to time as it becomes apparent that such funds will not be required to meet the liquidity commitments of the Town, subject to Town Board Resolution.

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve resolutions number six, seven, eight, nine, and ten. 5-ayes

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

RESOLUTION #11: Purchasing Practices

Be it resolved that for the fiscal year 2019 the Town Board of Canaan establishes the following purchasing practices: 1. The Town Supervisor may make purchases not to exceed \$1,000.00 without Town Board approval and per Resolution #42 of the year 1996, the Highway Department may make no purchase over \$5,000.00 without prior approval of the Town Board, per Resolution #7 of the year 2002.

RESOLUTION #12: Required In-Service Training/Education

Be it resolved that all elected and appointed Town of Canaan officials are to successfully complete within a reasonable time frame the necessary in-service training programs to ensure proper compliance with the duties/responsibilities of the office to which each is elected/appointed. Included in this requirement are all in-service programs required by County, State or Federal mandates and any other in-service programs deemed appropriate by the Town Board of the Town of Canaan. Any costs associated with these in-service training programs, including travel expenses, will be the responsibility of the Town of Canaan.

RESOLUTION #13: Sec. 30 Fiscal Report - AUD

Be it resolved that pursuant to Sec. 29 subd. 10A of the Town Law the Supervisor is directed to submit to the Town Clerk within sixty days after the close of the fiscal year, a copy of the report to the State Comptroller which is required by Sec. 30 of the General Municipal Law, and that the Town Clerk shall notify the chosen newspapers within ten days after receiving the report that the report is available at the Town hall for public review.

RESOLUTION #14: Required Reports

Be it resolved that the Assessor, Code Enforcement Officer, Dog Control Officer, Tax Collector and Highway Superintendent shall submit to the Supervisor prior to each monthly meeting of the Town Board, in the form specified by the Town Board, including revenues derived there from and/or expenditures incurred, a report of all business transacted or all activities completed during the previous month, copies of which will be filed with the Town Clerk; and be it further resolved that the Town Clerk shall notify in writing each person involved by January 30, 2019 as to the nature of the required reports. Revenues must be turned in to the Town Clerk as collected. Clerks are required to submit approved meeting minutes to the Town Clerk as explained in the Town Clerks manual. **Weekly clerk time sheets (all clerks)** must be submitted to the Town Clerk, signed by the chairperson/supervisor of individual departments, before they are submitted for payment.

RESOLUTION #15: Delegating on behalf of the Board

Pursuant to Town Law, S.29(16), be it resolved that the Town Board hereby authorizes and delegates to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees consistent with and in furtherance of any and all State and Federal laws applicable thereto and with any and all local laws, resolutions or policies heretofore or hereafter adopted by this Town Board.

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve resolutions number eleven, twelve, thirteen, fourteen, and fifteen. 5-ayes

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

RESOLUTION #16: Appointment Budget Officer

Be it resolved that **Supervisor Rick Keaveney** be and is hereby appointed as Town Budget Officer for the Town of Canaan.

RESOLUTION #17: Appointment of Clerks

Be it resolved that **Darsi Frederick** be and is hereby appointed as Court Clerk for the Justice Court of the Town of Canaan at a rate of pay as specified in Resolution #01. Be it further resolved that **Daryl Schiffer** be and is hereby appointed as Highway Clerk and is hereby paid at the rate of pay specified in Resolution #01. Be it further resolved that **Heather O'Grady** is hereby appointed First Deputy Town Clerk/Deputy Tax Collector and **Sandy Haakonsen** is hereby appointed Second Deputy Town

Clerk/Deputy Tax Collector, both to be paid at the rate of pay specified in Resolution #01.

RESOLUTION #18: Appointment of Clerks to Planning & ZBA

Be it resolved that **Donna Gedeon** is hereby appointed as Clerk to the Planning Board of the Town of Canaan at a rate of pay as specified in Resolution #01; and that **Jennifer Carmon** is hereby appointed as Clerk to the Zoning Board of Appeals of the Town of Canaan at a rate of pay as specified in Resolution #01.

RESOLUTION #19: Appointment Assessor and Code Enforcement Officer (CEO) Assistant

Be it resolved that **Donna Gedeon** is hereby appointed as Assistant to the Assessor and the CEO at a rate of pay as specified in Resolution #01.

RESOLUTION #20: Appointments Zoning Board of Appeals

Be it resolved that **Craig Dillon** is hereby appointed to a five-year term beginning January 1, 2019 and ending December 31, 2023. Be it also resolved that David **Cooper** is hereby designated as Chairman of the Town Zoning Board of Appeals.

MOTION: Councilperson Terese Platten made a motion, seconded by Councilperson Alan Miller, to approve resolutions number sixteen, seventeen, eighteen, nineteen, and twenty. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.

Motion Carried

RESOLUTION #21: Appointments Planning Board

Be it resolved that **Chad Lindberg** is reappointed to a seven-year term beginning 1/1/2019 and ending 12/31/2025. Be it also resolved that **Pierre Gontier** is hereby designated as Chairman of the Planning Board.

RESOLUTION #22: Appointment Records Management and Freedom of Information Officer

Be it resolved that **Charlotte Cowan** be and is hereby appointed as Records Management and Freedom of Information Officer for the Town of Canaan, with the Supervisor acting as the appeals agent, and will call on the Ethics Committee should there be a conflict for the Supervisor.

RESOLUTION #23: Appointment Registrar of Vital Statistics

Be it resolved that **Charlotte Cowan** be and is hereby appointed as Registrar of Vital Statistics for the Town of Canaan at an annual salary and payment schedule specified in Resolution #01.

RESOLUTION #24: Appointment Traffic Safety and Control Officer

Be it resolved that the Traffic Safety and Control Officer for 2019 shall be **Bernard (Bernie) Meyer**.

RESOLUTION #25: Appointment Dog Control Officer

Be it resolved that **Wes Powell** be and is hereby reappointed as Dog Control Officer for the year 2019 at an annual salary and payment schedule as specified in Resolution #01.

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson David Patzwahl, to approve resolutions number twenty-one, twenty-two, twenty-three, twenty-four and twenty-five. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

RESOLUTION #26: Appointment Representative to Columbia County Office of the Aging Committee

Be it resolved that **Judy Stelling** is hereby appointed as Town representative to the Office of the Aging Committee.

RESOLUTION #27: Appointment Home Delivered Meals Program Administrator

Be it resolved that **Jean Stelling** is hereby reappointed to administrate the Town's Home Delivered Meals Program and receive mileage and other reimbursements for expenses he may incur in the performance of his duties as the Program's administrator. Be it further resolved that any volunteers delivering meals in the Program are also to receive compensation for gas mileage at the rate specified in Resolution #05.

RESOLUTION #28: Appointment Wednesday 60+ Meal Program Administrators

Be it resolved that the following individual is hereby appointed to administrate the Town's Wednesday 60+ Meal Program: **Stephanie Guelpa**. Be it also resolved that the administrator is

eligible for reimbursement for supplies and other expenses associated with the Program.

RESOLUTION #29: Code Enforcement Inter-Municipal Agreement with Copake, Hillsdale and Philmont

Be it resolved that the Towns of Canaan and Hillsdale and the village of Philmont have entered into an agreement to share a Code Enforcement Officer (CEO, ZEO, Building Inspector) and all associated contractual costs of such function divided equally between each municipality. Be it also resolved that the Town of Canaan will be the administrator of the agreement and receive monthly payments (\$98 each) from the other -three municipalities.

RESOLUTION #30: Inter-municipal Agreement w/Columbia County, Austerlitz, Chatham, New Lebanon, and Ghent

Be it resolved that a Highway agreement shall be continued for the year 2019 subject to the approval of the Highway Superintendents and the Municipal Boards. Be it further resolved that inter-municipal work between the Town of Canaan, Columbia County, Austerlitz, Chatham, New Lebanon and Ghent shall be at the discretion of the Canaan Highway Superintendent and that estimated costs shall be recorded for the received inter-municipal services to insure an equal share of remuneration to each municipality.

MOTION: Councilperson Alan Miller made a motion, seconded by Councilperson Brenda Adams, to approve resolution numbers twenty-six, twenty-seven, twenty-eight, twenty-nine and thirty. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

RESOLUTION #31: Appointment Town Hall Caretakers

Be it resolved that **Randy and Jeanine Moshimer** are hereby appointed as Caretaker of the Town Meeting Hall at an annual payment of \$5,156.00 - paid in quarterly installments - and the said duties be described by the Supervisor and Town Clerk.

RESOLUTION #32: Appointment Accountant

Be it resolved that **Nelson Furlano** is hereby appointed as Town Accountant at an annual payment of \$10,868.00 -paid in monthly installments.

RESOLUTION #33: Appointment General Insurance Provider

Be it resolved that **NYMIR (New York Municipal Insurance Reciprocal)** is hereby appointed to provide the Town's insurance coverage for structures, vehicles, equipment, general liability, theft and cyber security in 2019 at a premium of \$18,573.00.

RESOLUTION #34: Appointment Technical Support Services

Be it resolved that **Business Automated Services, Inc. (BAS)** is hereby appointed to provide the Town's technical support services for computer hardware, software, internet, website, backup, antivirus and malware software in 2019 at an annual payment of \$3,048 paid in quarterly installments and an initial investment network setup fee of \$1,520. Be it also resolved that the Town has also entered into an inter-municipal technical support agreement with Columbia County.

RESOLUTION #35: Appointment General Counsel

Be it resolved that **Freeman & Howard** shall be appointed as Attorney to the Town for general matters requiring legal advice and litigation during 2019; and be it further resolved that payment for such counsel shall be outlined in a contract at \$175 per hour for general legal services and \$185 per hour for litigation services. Be it further resolved that the Town Board reserves the right to seek and contract additional Attorneys for circumstances which require a particular advisory or litigation expertise.

MOTION: Councilperson David Patzwahl made a motion, seconded by Councilperson Terese Platten, to approve resolution numbers thirty-one, thirty-two, thirty-three, thirty-four and thirty-five. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

RESOLUTION #36: Appointment Humane Society

Be it resolved that the Town shall enter into an annual contract with **Columbia-Greene Humane Society** to provide temporary and permanent shelter, if necessary, for dogs impounded by the Dog Control Officer.

RESOLUTION #37: Appointment Ambulance Service

Be it resolved that the Town shall enter into an annual agreement with **Chatham Rescue Squad (CRS)** to provide ambulance service to the Town of Canaan for \$187,509.00 for the calendar year 2019.

RESOLUTION #38: Appointment of Town Hall-Stoddard Field Maintenance Person

Be it resolved that **Curt Morris** is appointed to the position of Town Hall-Stoddard Field Maintenance Person at a rate of pay specified in Resolution #01. Be it further resolved that the position is subject to reimbursements of equipment maintenance and fuel costs.

RESOLUTION #39: Appointment of Town Historian

Be it resolved that **Doris Gearing** is appointed to the position of Town Historian for the year 2019.

RESOLUTION #40: Appointment of Deputy Town Supervisor

Be it resolved that the Town Board appoints **David Patzwahl** as Deputy Town Supervisor for the fiscal year 2019.

MOTION: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve resolutions number thirty-six, thirty-seven, thirty-eight, thirty-nine and forty. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.

Motion Carried

RESOLUTION #41: Appointment of Board Liaisons to Functions and Organizations

Be it resolved that the Town Board accepts following liaison assignments for the fiscal year 2019.

Highway Department: Alan Miller

Recreation Commission: Terese

Platten

Code Enforcement Officer: Rick

Keaveney **Berkshire Farm:** Brenda

Adams

Assessor: David Patzwahl

RESOLUTION #42 - Assistance to Public Cemetery Corporations in Canaan

WHEREAS, the State of New York has amended General Municipal Law to include Section 165-a., Voluntary Municipal Assistance to Public Cemetery Corporations, which allows municipalities to financially assist public cemeteries with the purchase of goods and services and

WHEREAS, the Canaan Town Board has received requests from the public cemeteries in the Town of Canaan: Canaan Cemetery, Cemetery of the Maples Inc., and the Red Rock Cemetery, for assistance under General Municipal Law Section 165-a and

WHEREAS, the Canaan Town Board has reviewed prior year costs for the individual cemeteries for annual insurance premiums for property liability and mowing and clean-up maintenance,

NOW THEREFORE, BE IT RESOLVED that the Canaan Town Board of the Town of Canaan does hereby approve the following amounts to be allocated to the individual cemeteries in 2019:

Canaan Cemetery	\$ 8,500
Cemetery of the Maples	\$ 6,000
Red Rock Cemetery	\$ 3,000

BE IT FURTHER RESOLVED that the Town Board of Canaan will approve paying such amounts based on the following conditions:

1. The cemetery does not discriminate sales of burial plots because of religious, regional, ethnic or other affiliations,
2. The cemetery conforms with New York State Law by filing its Form DOS-145 (Rev. 10/10), Annual Report of Cemetery Corporation, by March 15th of each year to the New York State Department of State - Cemetery Division,
2. Competitive bidding for services takes place each year and consolidation of services among each cemetery is considered to maintain costs at their lowest possible reasonable level,
3. No financial assistance will be transacted directly with a cemetery. Each cemetery must present their annual, quarterly or monthly bills for only the services mentioned above to the Canaan Town Clerk for approval by the Canaan Town Board. Any costs exceeding the amounts noted above will be the responsibility of the cemetery and,
4. Each cemetery will provide the Town Clerk with their insurance companies' Certificate of Insurance with an annual aggregate two million liability coverage, one million per occurrence, and naming the Town of Canaan as an additional insured on the Certificate. 5-ayes

MOTION: Councilperson Alan Miller made a motion, seconded by Councilperson Terese Platten, to approve resolutions number forty-one and forty-two. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.:

Motion Carried.

Adjournment: Councilperson Alan Miller made a motion, seconded by Councilperson Terese Platten, at 7:03

p.m. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.:

Motion Carried.

January 14th, 2019 – Town of Canaan Monthly Board Meeting

Supervisor Richard Keaveney opened the monthly meeting at 7:10 p.m.

Audience: 7

Board: 5

Minutes:

Motion: Councilperson Brenda Adams made a motion, seconded by Councilperson Alan Miller, to approve the December 10th, 2018 town board minutes. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
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:

- General Encumbered Bills: #347- #355 in the amount of \$2,012.35
- General Bills: #1 – 22 in the amount of \$24,588.39
- Highway Encumbered Bills: #152 – 72 in the amount of \$74,969.14
- Highway Bills: #1 - #3 in the amount of \$5,361.55. 5-ayes

Roll Call: 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	\$ 339.90
Highway Fund	\$379,729.97
Highway Fund-Capital	\$152,982.53
Lighting Districts	\$ 123.00
Ambulance Districts and Fire District	\$ 391.58
Building Inspector	\$ 2,624.00 (10/3 to 12/27)
Planning Board	\$ -0-
Recreation	\$ 7,258.31
General Fund Balance	\$144,463.65
Court Revenues	\$ 3,452.00 (November-2018)
Zoning Board of Appeals	\$ -0-
Tax Collector	\$ 36.77

Revenues for the month of December 2018.

Resolution #81 – 2018 General Fund Budget Amendments:

- a. Transfer \$1,130.00 from the Contingency Account (A1990.4) to
 - i. Canaan Lighting District SL2801 Inter-fund Revenue - \$5.00
 - ii. Building Contractual (A1620.4) - \$689.00
 - iii. Central Printing (A1680.2) - \$118.00
 - iv. Central Data (A1680.2) - \$318.00
- b. Transfer \$40.00 from Building/Zoning Assistant (A3620.11) to Building Inspector/CEO Contractual (A7450.4)
- c. Transfer \$52.00 from Youth Programs Contractual (A7310.4) to Library Contractual (A7450.4)
- d. Transfer \$587.00 from Zoning (A8010.1) to Cemetery (A8810.4)
- e. Transfer \$40.00 from Retirement (A9010.8) to Social Security (A9030.8)

Motion: Councilperson Brenda Adams made a motion, seconded by Councilperson Terese Platten, to approve Resolution #81. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;

Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.:
Motion Carried.

Resolution #82 – Adopting Local Law No. 1 of the Year 2019, Amendments to the solar power Local Law.

Motion: Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to approve Resolution #82. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.:

Motion Carried.

Resolution #83 – Appointing David Patzwahl to serve as Deputy Supervisor for the year 2019.

Motion: Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to approve Resolution #83. 5-ayes

Roll Call: 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. NYSEG Direct Install/Lime Energy Contract Status – Town Hall upstairs and downstairs rooms will have replacement lights with LED lighting.
2. Audit meeting – Supervisor Keaveney said that the annual internal audit will be held February 11th, 2019 at 6:30 p.m. Books audited will be the: Court, Supervisor, Town Clerk, and Tax Collector.
3. 2018 Cash Flow
4. New CEO Vehicle – 2019-2020 – to be used by the CEO for Canaan, Hillsdale, Copake, and the Village of Philmont. CEO, Lee Heim, is looking.

ASSESSOR'S MONTHLY REPORT

Exemptions -

- Renewals for exemptions are coming in with no problems.
 - When the low incomes seniors were invited to come in early during October and November almost all of them took advantage of the time.
 - Donna (Assessor Clerk) has been working hard to finish the scanning that was started before the reassessment. She has also been helping with exemptions and getting older files organized.
 - Assessor is processing exemptions, reviewing and processing sales, reviewing permits and finishing field work to produce any new values needed.
 - It is also that time of year to work with and review the States information that goes into determining the next equalization rate. I expect our 2019 level of assessment to remain at 100% without the need for any bulk changes.

HIGHWAY MONTHLY REPORT:

ACTIVITIES:

Numerous nuisance storms 1-inch" or less wreaked havoc with overtime and sand and salt application. Then came the rain, which made soft roads and consequently ruts. We ended up spreading in excess of 500 ton of screen fill to level the ruts in a race with time before the roads refroze. Next came the cold spell along with areas of ice which that created far from desirable conditions for this time of year. We have gone through 800 tons of winter sand already.

Preventative maintenance is the push. All the trucks and equipment have gotten oil changes, grease, and liquids topped off and examination for worn parts.

Truck #8 got a new steering box and had a host of electrical problems fixed. There was a short in the dash that we were able to repair in house thanks to Alan's help.

On the Mini Excavator we replaced a water pump and hoses that were dried out. What a bear to work on as the area is very compact, we're cleaning and touching up paint spots that are showing rust.

Truck #12 is currently getting new brakes.

Truck #7 needed a new bed chain for the sander.

We are working on this years projected road projects by gathering costs and finding potential time slots for the contracted work. This year the emphasis is on paving provided we have better weather than we did last year!

Bristol Bridge is completed - almost We have guide rail on the bridge but we were unable to install the guide rail at the approaches. The company that installed the guide rail was unable to pound posts due to the depth of the frost We will be on the top of the list come springtime to finish.

We will be going out to bid in February for service & materials to be approved at the March meeting. I would like the public notice to be in the paper the 15th of February with a bid opening the 4th of March.

2018 Cash Flow

General Fund

Cash End of Year 2017	192,684
Revenue	622,697
Expense	(615,212)
Bristol Road Bridge Transfer to Highway Fund	(50,000)
Contributions to Health Reimbursement Account (HRA)	(5,500)
Contributions to Capital Accounts/Special Districts	(210)
Cash End of Year 2018	144,459
<u>Assigned to 2019 Budget</u>	<u>76,000</u>
Unassigned Reserves End of Year 2018	68,459

Highway Fund

Cash End of Year 2017	303,495
Revenue	660,903
Bristol Road Bridge Transfer from General Fund	50,000
Expense (Including \$72,000 Encumbered)	(609,963)
Contributions to Health Reimbursement Account (HRA)	(36,500)
Contributions to Highway Capital Account	(60,250)
Cash End of Year 2018	307,685
Assigned to 2019 Budget	100,000
Unassigned Reserves End of Year 2018	207,685

Capital Funds

Highway Equipment	152,983
Building	4,075
Recreation	3,365

HRA 7,258

Bristol Road Bridge Expenses

2017	32,522
2018	99,753

Total \$132,275

Paving and Equipment Purchases

Regular CHIPS 2018 Rollover	123,425
New York Paved Program 2018 CHIPS Rollover	28,306
Total	151,731
Regular CHIPS 2019	123,425
New York Paved Program 2019 CHIPS	28,306
Total	151,731
Total 2019 Available for Equipment or Paving	246,850
Total 2019 Available Dedicated to Paving	56,612
Total	303,462
2019 Highway Superintendent's Request for Paving	150,000
2019 Remainder Available for Equipment (10+ Years)	153,462
Estimated 2019 Purchase of New Front Loader Minus Trade-in	150,000
Highway Capital Fund Year-end 2018	152,983
2019 Budgeted Contribution to Highway Capital Fund	40,000
2019 Contribution from Highway Fund Unassigned Reserves	100,000
Total	292,983
Estimated 2020 Purchase of New MAC Truck Minus Trade-in	242,000

REQUESTS:

NEW EQUIPMENT

MOTION: Councilperson Alan Miller made a motion, seconded by Councilperson Brenda Adams, for Highway Superintendent Bernhard Meyer, to proceed with the loader purchase. 5-ayes

Roll Call: Supervisor Richard Keaveney – yes;
Councilperson Alan Miller – yes;
Councilperson Brenda Adams – yes;
Councilperson Terese Platten – yes; and
Councilperson David Patzwahl – yes.:

Motion Carried.

Public Discussion:

1. Wendy Dwyer asked about charger for cars. Supervisor Keaveney said that Loves Truck Stop is looking into installing an electric car charger.
2. Supervisor Richard Keaveney said that Covanta is selling the transfer station in Canaan and keeping the burning facility in Pittsfield. The company Wee Care owns the road transports. A major company is purchasing Covanta. Councilperson Brenda Adams asked if the new Company will allow recyclables. Supervisor Keaveney did not know. Supervisor Keaveney said he knows that the County is losing \$300,000.00 on recycling and is now charging a fee for a sticker to use any recyclable station in Columbia County.

Adjournment: Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to adjourn the meeting at 8:25 p.m. 5-ayes

Roll Call: 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
Canaan Town Clerk