

February 08th, 2021 – Town Board Meeting-Zoom

Supervisor Brenda Adams opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the Flag, followed by a moment of silence.

PRESENT: Supervisor Brenda Adams
Councilperson Alan Miller
Councilperson Ginny Nightingale
Councilperson Terese Platten
Councilperson David Patzwahl

Audience: 4

MINUTES: Tabled until next month.

BILLS:

Motion: Councilperson Ginny Nightingale made a motion, seconded by Councilperson Alan Miller, to approve the payment of the February bills: General Fund: #21 - #44 in the amount of \$8,171.64. Highway Fund bills: #01-#16 in the amount of \$13,418.59. 5-ayes

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

SUPERVISOR MONTHLY REPORT

Town Clerk Revenues	\$	411.52
Highway Fund	\$	271,263.44
Highway Fund Capital	\$	42,925.19
Lighting Districts	\$	632.66
Fire Districts	\$ -	300.00
Building Inspector	\$	-0-
Planning Board	\$	-0-
Recreation	\$	3,497.59
General Fund Balance	\$	256,274.68
Court Revenues	\$	001,937.00(Dec-2020)
Zoning Board of Appeals	\$	10.00
Tax Collector	\$	-0-

Supervisor Brenda Adams read a report of 84% of town residents have paid their taxes and 78% of funding that was expected has come in. Taxes collected this year are \$2,555,720.00 at this time compared to last year at this time collected \$1,965,991.00.

Supervisor Brenda Adams said that anyone who pays, as of February 1st, 2021, is in the penalty phase and the penalty accelerates each month. Anyone may pay their taxes, to the town until May 31st, 2021. A second notice will be sent in April. Each month the penalty percent increases

by 1 percent. We have 1,478 taxable parcels; 1,235 parcels in town have been paid.

Supervisor Brenda Adams said that she did email Chris, our accountant, and asked about the inner fund transfers and asked for a final end of the year report.

Revenues for the month of JANUARY -2021

Supervisor Brenda Adams said that anyone who pays, as of February 1st, 2021, is in the penalty phase and the penalty accelerates each month. Anyone may pay their taxes, to the town until May 31st, 2021. A second notice will be sent in April. Each month the penalty percent increases by 1 percent. We have 1,478 taxable parcels; 1,235 parcels in town have been paid.

Supervisor Brenda Adams said that she did email Chris, our accountant, and asked about the inner fund transfers and asked for a final end of the year report.

Resolution #46 – Approving a Longevity Bonus for Doug Wadsworth 45 years of Service.

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, to adopt resolution #46. 5-ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Resolution #46 adopted.

Resolution #47 – Budget Amendment for purchase of CEO vehicle.

Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to adopt resolution #47. 5 ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Resolution #47 adopted.

Motion: Councilperson Alan Miller made a motion, seconded by Councilperson Terese Platten, to approve the cemetery bid process and the specifications. 5 ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

Supervisor Brenda Adams established the vendors that have been mowing the town cemeteries. Supervisor Adams thanked Councilperson David Patzwahl for his work on the project.

Report from County Board of Supervisor:

1. **Update on COVID infection rate and vendors** - Supervisor Brenda Adams said that have been 20 new cases, another 12 new cases as of today, 34 in the hospital. There are 200

vaccines a week with 100 vaccines for essential workers, and 100 vaccines for seniors. Supervisor Adams is to ID home bound residents.

2. **Community Task Force for Police Reform**-there are two internal drafts circulating. The Board of Supervisors have not received a draft, hopefully they will have one soon. Once it goes to the full Board of Supervisors, it becomes a public document.
3. **Public Employer Health Emergency Plan mandate**: The Town is mandated to have an emergency plan. The County has a plan for its employees, it is 60-page document. Supervisor Brenda Adams will pare it down to town size.

BOARD DISCUSSION:

1. **Broadband update**: Councilperson Terese Platten said she responded to residents of Schillings Crossing road and Route 22 who asked if they could get broadband service at their address.
2. **Charging Station**: Councilperson Terese Platten said that Supervisor Brenda Adams has made a phone call concerning getting the free extender and we are waiting to hear back from Verizon; the rest of the equipment is waiting at the town hall for installation once we get the network extender.
3. **Canaan Neighbors Helping Neighbors (CNHN)**: Councilperson Ginny Nightingale said that the committee is doing well and they have several applicants. The applications have been taken care of or are in the process of being taken care of. They have a set of by-laws that they have approved. A copy has been sent to Supervisor Brenda Adams to review.
4. **Canaan Climate Smart Community**: Councilperson Terese Platten emailed a report to the Town Board members including the minutes of the first meeting. Written report is on file at the town hall. According to the rules of the Climate Smart Community (CSC) program, it is a Task Force, not a committee. Platten asked the board if we could support and advertise on the town website the CASE Sustainable Living and Renewal Energy Fair, hosted by CSC member Becky Meier. Becky will work with Deputy Town Clerk Heather O'Grady regarding the notification to be posted on the town website. Platten will get back with the answer and Platten asked if the Canaan CSC Task Force could have a dedicated page on the town website. Board members agree but page needs to be built, which requires third-party contractor help.
5. **Employee Handbook Draft** (with the Supervisor for review) Councilperson Terese Platten has written the draft.
6. **Planning & Zoning update**: Supervisor Brenda Adams said that they still need a clerk for the Planning Board. Councilperson Ginny Nightingale said that the Planning Board is reviewing the Sunoco Station, located East across from "Loves"; they wish to extend their paving area to the west and install diesel pumps. Councilperson Nightingale said that ZBA has accepted the Winery site plan on Flints Crossing. No word back from the County about the Winery site plan.
7. **Canaan Drinking Water Protection Committee**: Councilperson David Patzwahl has no report for this month.
8. **Zoom Account**: Supervisor Brenda Adams said that the Zoom account is opened for the Town; access and procedures to be defined.
9. **Webhost and email accounts**: Supervisor Brenda Adams is disappointed with Gov Tech and their response to address issues. Supervisor Adams is going to try to get the County IT person here to see what we really need to do to fix the issues. We did not sign a contract with Edmund Gov Tech this year we pay monthly.

10. **Replacement vehicle for CEO update:** Councilperson David Patzwahl said that Supervisor Adams, as chief financial officer, has signed over the title and the insurance company sent us the check. Supervisor Adams said that Canaan will be the single owner of the vehicle. Code Officer, Lee Heim, will pick the new vehicle up this weekend.
11. **Insurance review underway:** Supervisor Brenda Adams has spoken to Peter Fingar for an analysis of last year's cost was \$20,000.00, this year \$21,000.00. Peter has sent an analysis of the deductibles. We now have a \$500.00 deductible if we wanted to reduce our premium. Property analysis is increased each year on the value of our buildings. Supervisor Brenda Adams asked Councilperson David Patzwahl to review the building values and see if the value is a value we want to support. Supervisor Brenda Adams would like to go ahead and pay the invoice and if we can reduce it, we will.
12. **Columbia County Climate Smart Task Force:** Supervisor Brenda Adams said that the County has a Task Force program in place and she has been appointed to serve on the County committee for the Task Force. The Supervisor will give the town updates.

ASSESSOR Report: Supervisor Brenda Adams read the Assessor report.

Exemptions -

- There is more legislation out there involving the Enhanced STAR program. Nothing has been passed at this time and I will keep you informed.

Office -

- Martin (assessor clerk) has started in the office. He is working on the scanning of the files and will slowly be learning more.
- 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's goes into determining the next equalization rate. I expect our 2021 Level of assessment to remain at 100% without the need for any bulk changes.

HIGHWAY REPORT:

Councilperson Alan Miller read the monthly report.

ACTIVITIES:

We have applied for a \$20,420.03 CHIPS reimbursement with a scheduled payment date of March 15th.

The weather has been challenging to say the least -lots of what we refer to as piddle storms are eating up our sand & salt pile. The subzero wind chills have taxed men & machines!

sand & salt pile. The subzero wind chills have taxed men & machines!

Truck #7 which is the truck I plow the small roads and intersections with started to give us problems. It made it through the storm but now needs front end work.

Truck #12 went back to the repair shop. The turbo exhaust flange which we had replaced earlier cracked in half, thankfully it's under warranty but now we are down both pickups which hurts.

The furnace at the garage ran like a champ through the cold snap - it never shut off! We did have it serviced because the turbo head on the furnace clogged up. We had to have it cleaned, a new nozzle put in and the CO levels checked and adjusted.

One of the biggest problems we are having is people plowing snow across the road when they clean out their driveways. This usually occurs after we have plowed the roads resulting in furrows which create speed bumps which in turn generates complaint phone calls. As per the NYS Vehicle and Traffic Law Section 1219 it is strictly prohibited and if it persists, we will be asking the sheriff to visit the property owners.

REQUESTS: I would like to go out to bid for services and material with a bid opening of March 3rd, 2021.

Motion: Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, for Highway to go out to bid for services and materials. 5 ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Emergency Plan: Councilperson Alan Miller said that he sent information from the Association of Towns. The Plan needs to be addressed with appointed committee persons and applications. Supervisor Brenda Adams asked that we need to look at the draft.

PUBLIC DISCUSSION:

1. Wendy Dwyer asked how much the Planning Board clerk is paid. The hourly salary is \$16 and it meets the third Monday each month.

EXECUTIVE SESSION: Supervisor Brenda Adams asked to go into executive session to discuss a legal matter at 8:00 p.m.

Motion: Councilperson Ginny Nightingale made a motion, seconded by Councilperson Alan Miller, to enter into executive session. 5-ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

Supervisor Brenda Adams Town Board returned to the regular meeting at 8:20 p.m. There were no motions or decisions made.

Adjournment: Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale, to adjourn the meeting at 8:15 p.m. 5-ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and

Councilperson David Patzwahl – yes.

Motion Carried.

Respectfully submitted,

Charlotte L. Cowan, Town Clerk

FEBRUARY 18TH, 2021 – SPECIAL AUDIT OF TOWN FINANCIAL BOOKS:

Supervisor Brenda Adams opened the meeting at 4:30 p.m. Due to COVID the books were audited individually at the town hall by Councilpersons’.

Town Clerk, Tax Collector, Supervisor, and the Judges’ finances for the year 2020 are in order.

RESOLUTION #48-Town Board Audit

Motion: Councilperson Alan Miller made a motion, seconded by councilperson David Patzwahl, to approve that all finical books of said offices are in order. 5-ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Adjournment: Councilperson Alan Miller made a motion, seconded by Councilperson David Patzwahl, to adjourn the meeting at 4:50 p.m. 5-ayes

Roll-call showed: Supervisor Brenda Adams - yes;
Councilperson Alan Miller - yes;
Councilperson Ginny Nightingale - yes;
Councilperson Terese Platten - yes; and
Councilperson David Patzwahl – yes.

Motion Carried.

Respectfully submitted,

Charlotte L. Cowan, Town Clerk