

**TOWN BOARD MEETING – December 13<sup>th</sup>, 2021**

Supervisor Brenda Adams opened the Town Board meeting with the Pledge Allegiance to the Flag followed by a moment of silence at 7:04 p.m.

**Audience:** 10

**Present:** Supervisor Brenda Adams  
Councilperson Alan Miller  
Councilperson Ginny Nightingale  
Councilperson Terese Platten  
Councilperson David Patzwahl  
Highway Superintendent Bernhard Meyer

**MINUTES:**

**Motion:** Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, to approve the November 08th, 2021 town board minutes. 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.

**BILLS:** Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale, to approve the General bills: #281-#310 in the amount of \$16,313.38; Highway bills: #97-#113 in the amount of \$102,678.44. 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	\$ 304.52
Highway Fund	\$336,586.01
Highway Fund-Capital	\$ 42,928.72
Lighting Districts	\$ 1,072.09
Fire Districts	\$ 300.00
Building Inspector	\$ 2,978.00(10/30/to11/29/2021)
Planning Board	\$ -0-
Recreation	\$ 3,497.92
General Fund Balance	\$419,957.88
Court Revenues	\$ 2,211.00 (October)
Zoning Board of Appeals	\$ -0-
Tax Collector	\$ 25.02
Revenues for the month of November – 2021	

**RESOLUTION #71 – Appointing Jillian D. Kasow as Zoning Board of Appeals**

Councilperson David Patzwahl made a motion, seconded by Councilperson Ginny Nightingale, to approve resolution #71, with attached list of items. 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.

**RESOLUTION #72 Virtual Training for Newly Elected Officials, Joshua Weisbuch and William Powers.** Councilperson Alan Miller made a motion, seconded by Councilperson Terese Platten, to approve resolution #72. 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.

**RESOLUTION #73 –Approve the Chatham Rescue Squad 2022 Contract**

Councilperson Ginny Nightingale made a motion, seconded by Councilperson Alan Miller, made a motion to approve resolution #73. 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.

**RESOLUTION #74 –Cannabis opt in or out /Local Law#1 of 2021**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, to approve resolution #74. 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.

**RESOLUTION #75 –Memorandum of Understanding**

Supervisor Brenda Adams, made a motion, seconded by Councilperson Ginny Nightingale, to approve resolution #75. 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.

**RESOLUTION #76 –Approve the RFP for Broadband Expansion Grant**

Councilperson Terese Platten, made a motion, seconded by Councilperson Alan Miller, to approve resolution #765. 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.

**RESOLUTION #77 –Appointing Jillian Kassow as Zoning Board of Appeals Clerk**

Supervisor Brenda Adams, made a motion, seconded by Councilperson Ginny Nightingale, to approve resolution #77. 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.

**REPORT from the County Board of Supervisors’**

- COVID infection rate is still rising. December 27<sup>th</sup>, meeting will be done virtual and the January Organizational meeting will be hybrid.
- Supervisor Brenda Adams hopes that the County budget will be more collaborate in the future.

**OLD BUSINESS**

- December 27<sup>th</sup>, meeting will be done virtual and the January Organizational meeting will be hybrid.

**TOWN HISTORIAN ANNUAL REPORT:** Town Historian, Doris Gearing, read her monthly report. The report is on file at the Clerk’s office for viewing.

**Food Drive:** Supervisor Brenda Adams said that there is a food drive at the Town Hall. The food will be donated to the Chatham Food Pantry and Charlie’s Pantry, in New Lebanon. These pantries are the ones used most by Canaan families.

**BOARD DISCUSSION:**

- **Water issues at the Town Hall:** The DEC application is underway. Highway Superintendent, Bernhard Meyer suggested that we contact DEC on the relocation of the sump pump. We have filed an application with them.
- **Transfer station update:** Councilperson David Patzwahl said that we are doing well we were two tons under again this month. Notice that the transfer station will be closed Saturday, Christmas and Saturday New Year’s Day. Councilperson David Patzwahl said that the new transfer station stickers for 2022 are available for pick up. Supervisor Brenda Adams said that the County recycling stickers are also available for purchase. The County is doing a pilot composing project. There is one at the Chatham Transfer station.
- **Insurance:** Councilperson David Patzwahl said that we are going to look at quotes we have received and compare the policies.
- **Digital newsletter:** The second edition will be distributed this week.
- **Transition Planning for the newly elected Town Clerk and Highway Superintendent:** Supervisor Brenda Adams said a conference is scheduled for newly elected officials in January, 2021.
- **Speed reduction on County Route 9:** The request has been approved and the paperwork has been filed with the state.

- **CNHN Report:** Councilperson Ginny Nightingale said they are in the process of applying for the Bank Greene County grant. They just received a new applicant today. Deadline for this year is December 31<sup>st</sup>, and January 1<sup>st</sup>, is the start for new applicants. Councilperson Ginny Nightingale said that she was very pleased the Canaan Congregational Church has chosen one of the Canaan families for their Christmas gifting.
- **Planning and ZBA board reports** – Councilperson Ginny Nightingale said Planning Board and the Zoning Board are looking at the opening of a Yoga school on Schoolhouse Road.
- **Climate Smart Task Force December Report to the Town Board: Councilperson Terese Platten read her report.**  
The current Canaan Climate Smart Communities (CSC) Task Force membership is Craig Westcott (chair), Terese Platten (coordinator/Town Board liaison), Becky Meier (solar subcommittee chair), Marion Bolognesi (media subcommittee chair), Dylan Cipkowski (natural resources inventory subcommittee chair). Meeting scheduled for December 23.
- **Community solar campaign**
  - o About 80 households have signed up. About 40 have been allocated to a specific solar farm that Ampion manages. The others have been waitlisted because one of the farms decided to only accept commercial properties. Ampion has assured the Task Force that everyone who is currently waitlisted will be placed by February 2022.
  - o The Town of Canaan has raised about \$8,000 (\$100 per household rebated to the Town) to be used in addition to the \$5,000 NYSERDA grant award toward the government building energy audit and energy-efficiency remediation efforts. Funds are expected to be direct deposited in 2022.
  - o The \$5,000 NYSERDA grant funds were received by the Town via direct deposit on December 9, 2021.
- **Government building energy audit**
  - o Datalogging equipment was placed by Taylor Ross from C8iS Engineering in both the Town Hall and the Highway Garage on November 19; equipment to be pick up on December 17 and data will be contextualized and coupled with the compiled fuel and electrical usage data.
  - o Taylor said the insulation in the attic of the Town Hall is only R22.
- **ChargePoint electric car charging station** (Alternative fuel infrastructure and fleet fuel [action])
  - o PlugIn Stations Online picked up the wireless bridge equipment (so that the station can connect to a cellular network [Verizon]) on Thursday, December 9. They plan to return during the week of December 13 to install the equipment and get the station up, running, and discoverable, which will take several hours because of necessary software updates and possible hardware updates. Once the station is discoverable, it can be accessed via the ChargePoint cloud program to determine electrical usage and to set the price that drivers pay to use the ChargePoint. This program has an annual subscription fee of \$560 (NYS contract price from 2019) and is necessary to running the ChargePoint.
- **Energy use benchmarking in government buildings.** Data for fuel usage has been compiled; waiting for NYSEG to get us the electrical usage data. Request was made by the Deputy Clerk.
- **LED streetlights.** Waiting to hear from NYSEG regarding the formal request for streetlight conversion price NYSEG (attached).
- **Other actions in the works/other**
  - o Natural Resource Inventory (NRI) (action)
  - o Hazardous Waste Mitigation plan (action)
  - o Pollinator Garden at Stoddard Park: applying for Mini-Municipal Grant

from the Columbia Land Conservancy.

- **Personnel Policy status:** Supervisor Brenda Adams said that she is looking at one job description to change for the Highway Department and the review is underway.
- **Public Hearing & Special meeting for Cannabis Local Law and budget adjustments:** Public Hearing will be held on December 27<sup>th</sup>, at 7:00 p.m. a virtual meeting, followed by a Special meeting.

#### **ASSESSOR MONTHLY REPORT**

Exemptions-

- All exemption renewals have been sent out.
  - There has been an update to RPTL 476 - (Low-income seniors) to clarify the income tax year that is needed to be provided to determine the exemption. This makes for no changes for us as this is how I have interpreted the law for years.

Around the office-

- Continue to field review sales and permit information to determine needed assessment changes. I am also gathering and verifying inventory data when there is time and when information becomes available.
- State has supplied the Assessor with Trends. Currently, the trend for Residential sales is up 17% using the states analysis. This is for the time period from 7/1/2020 - 6/30/2021. This will affect the equalization rate and put us somewhere in the 80's %. I agree with the States analysis. With the 2023 reassessment we will be able to return to 100%.

#### **CANAAN HIGHWAY MONTHLY REPORT**

##### **ACTIVITIES:**

November on the whole was quiet until we got a foot of heavy wet snow. The roads are soft and the pushing was hard. It is just a reminder of what is to come.

All the sand and salt has been delivered. There was minor damage to the salt shed trusses which may have been a salt delivery.

Truck #7 the clutch has been installed and is back in service again. Parts were roughly \$700 and it was done in house.

Several big trucks were inspected.

We helped Austerlitz install a large culvert as part of the intermunicipal agreement

We received the final delivery of culverts and are ready for 2022.

I attended my last Traffic Safety meeting on 11/18/21. I brought up the speed limit on Route 295 where it changes from 45mph to 55mph just before the intersection with Route 22. Mike Duval from DOT will look into it.

There are a few issues to consider for the coming year.

- The 20-ton Eager Beaver trailer is no longer safe to transport the large excavator. I received a

quote for \$33,000 for a new trailer - talk about sticker shock! A used trailer will run about \$25,000. Just to put things into perspective as to the increase in costs of things we only paid \$17,000 for our trailer new.

- Truck #12 the 2012 Ford 550 has motor issues. I've made some calls and the outlook is also grim. To replace the motor, we are looking at \$15,000 that's provided we can find one, and another \$5,000 to \* install it. To replace an outfitted truck completely is well over \$100,000 and from what I know the wait time for new trucks is over a year. Truck #7 the 2005 Ford 550 which I drive will last a few more years if you are careful and don't abuse it.

We need a resolution to deem Top of Dean as a seasonal road.

I've submitted a voucher for the new Kubota skid steer from Salem Farm Supply. I would like the check to be " held until the machine is delivered at which time, I can hand it to the rep.

### **REQUESTS:**

I want to take a moment to say it has been my privilege to serve the Town of Canaan as highway superintendent I will miss many aspects of the position and some not so much! I want to thank the town board for working with me in order to keep things running smoothly - the give and take process has served the community well. I also want to thank everyone for the presentation at the park and the generous farewell gifts!

I wish everyone a very happy holiday and all the best for the new year!

**(Newly elected highway superintendent Stephen VanTassel)**

### **Canaan Highway Report**

**December 13,2021**

### **ACTIVITIES:**

The suspected 3–4-inch snow storm delivered a whopping 12 - 15 inches.

Tree limbs hanging in the road during the storm made it difficult for us to plow.

We started switching trucks over for winter

Drastic temperature changes have made the roads soft and muddy

We are finished mixing sand and salt, the barn is full

We helped out Austerlitz put in a culvert which was no small task.

#12 has engine problems needs further evaluation by professional.

#7 transmission pulled, repaired, back up and running

- **PROCLAMATIONS:** Councilperson Ginny Nightingale read the proclamation concerning retiring Councilperson Terese Platten; Councilperson Alan Miller read the proclamation for retiring Highway Superintendent, Bernhard Meyer; and Councilperson David Patzwahl read the proclamation for retiring Town Clerk, Charlotte Cowan.
- The proclamations “Thanked All” for their years of dedicated service to the town.

**Public discussion:** Ms. Wendy Dwyer asked about the Columbia County Traffic position for the town of Canaan. Highway Superintendent, Bernhard Meyer, recommended that she write a letter of interest to the town board. Ms. Wendy Dwyer is concerned about the posting of speed on State Route 295 to the traffic light.

Charlotte Cowan, RMC/MMC, Town Clerk/Tax Collector, would like to thank everyone for the roller coaster ride, that I have experienced in the thirty years holding this position. I wish all the very best in the coming year.

**Adjourn:** Councilperson David Patzwahl, made a motion, seconded by Councilperson Ginny Nightingale, to close the meeting at 8:35 p.m. 5-eyes  
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,  
Canaan Town Clerk