

## **Town of Canaan, New York**

### **Town Board Regular Meeting Minutes:**

**June 13, 2022: 7:00 pm to 8:22 pm**

Hybrid Meeting: In Person at Town Hall and via ZOOM

#### **Present**

Supervisor Brenda Adams  
Councilperson Alan Miller  
Councilperson Ginny Nightingale  
Councilperson David Patzwahl  
Councilperson William Powers

#### **Also in Attendance:**

Town Clerk Joshua Weisbuch  
Town Highway Superintendent Stephen Van Tassel

**Audience:** 2 in audience, 3 online

#### **Moment of Silence and Pledge of Allegiance**

#### **MOTION: Approve May Meeting Minutes, as amended**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, to approve the amended minutes from the May 9, 2022 Town Board Meeting. 5 AYES: Motion carried.

Supervisor Brenda Adams – yes;  
Councilperson Alan Miller – yes;  
Councilperson Ginny Nightingale – yes;  
Councilperson David Patzwahl – yes; and  
Councilperson William Powers – Yes.

#### **Discussion: May Bills**

#### **Discussion: Orphaned Information Technology invoices**

Supervisor Adams reminded the board that she pulled three IT invoices for a total over \$2800 from last month's abstract to be reviewed with the vendor. The invoices were for work completed in 2021 but not billed until 2022 well after the town has closed its books for 2021. The Supervisor made an offer for a reduced payment; vendor countered to remove one bill equal to one third of the total (\$876). Supervisor feels this is the best agreement to be had under the circumstances and requests a board vote on agreement.

**MOTION: May Bills**

Councilperson Ginny Nightingale made a motion, seconded by Councilperson Alan Miller to approve the May Bills. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

**MOTION to approve the payment of three open 2021 invoices totaling \$2802.00 minus discount of \$876.00 with the understanding the 2021 AUD will need to be revised to reflect the additional payment.**

Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale to accept financials as received. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes

The Supervisor reported that Mortgage Taxes are historically reported to the towns in May. As there had been no correspondence from the County, she spoke with the County Treasurer to learn the report has now been filed with the county and authorizations to pay the towns will go through home committees in July.

**MOTION to Accept Financials**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller to accept financials as received. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes

**SUPERVISOR MONTHLY REPORT: Read by Town Clerk Josh. Weisbuch**

<b>TOWN CLERK REVENUES</b>	<b>\$ 265.63</b>
<b>HIGHWAY FUND</b>	<b>\$ 580,463.96</b>
<b>HIGHWAY FUND CAPITAL</b>	<b>\$ 72,932.08</b>
<b>LIGHTING DISTRICTS</b>	<b>\$ 2,754.83</b>

<b>FIRE DISTRICTS</b>	<b>\$ 300.00</b>
<b>BUILDING INSPECTOR</b>	<b>\$</b>
<b>PLANNING BOARD</b>	<b>\$</b>
<b>RECREATION</b>	<b>\$ 3,498.10</b>
<b>COURT REVENUES</b>	<b>\$ 5,067.00</b>
<b>ZONING BOARD OF APPEALS</b>	<b>\$ (may)</b>
<b>TAX COLLECTOR</b>	<b>\$ 0.00</b>

The Supervisor reported that Town will need to amend its FY 2022 284 agreement with the Highway Department to reflect the additional CHIPS funding expected this year from New York State.

The Supervisor asked the Highway Superintendent to provide a revised amount for the amended 284 agreement. He reported that \$210,000 will cover permanent road improvements.

**RESOLUTION 68 of 2022: Amend RESCINDING RESOLUTION 48 TO BE REPLACED BY RESOLUTION 68**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, that funds allocated in Resolution 48 of February 14<sup>th</sup> are not sufficient for the updated 284 agreement and that it be rescinded and replaced with Resolution 68, in the amount of \$210,000. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

Supervisor thanked both Highway Superintendent Van Tassel and Councilperson Patzwahl for their work on these project updates as the Town continues to manage cost fluctuations associated with fuel and materials.

**RESOLUTION 69 of 2022 HIGHWAY PURCHASE OF HEAVY EQUIPMENT TRAILER**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller, that the Canaan Highway Department is authorized to move forward with the purchase of a Heavy Equipment Trailer not to exceed \$55,900. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

Councilperson Miller asked if the old trailer would be auctioned. Highway Supervisor Van Tassel stated he planned to do so. The Supervisor stated any/all unanticipated revenue would be beneficial to offset other rising costs of expenditures.

**Discussion: Resolution 70: Replacing phone system at Town Hall**

The Supervisor stated that the Board had received a proposal and presentation from Blink Voice Systems to replace the current twenty-plus year old phone system. Board discussed importance of replacing phone system including problems with existing equipment, lack of options, poor sound quality, and long phone waiting time with existing phone service vendor. The new system would bring the Highway department phones into the fold. The Board discussed details of the new system with its various enhanced capabilities, regular equipment upgrades, and, as part of the contract, the vendor's agreement to manage all service issues with Consolidated, the phone service provider. The all-in package would result in a small reduction in the monthly phone bill and is within annual budget forecasts. Blink also offers a variety of equipment choices from different manufacturers; once a manufacturer is selected, individuals can opt for either desk or portable handsets.

Councilperson Miller asked if handsets were covered with a warranty and/or replaceable and Councilperson Patzwahl replied that Blink will replace older gear. Blink will also assist the Town by interacting with the tele-service provider when issues arise.

**RESOLUTION 70 of 2022 TOWN AGREEMENT FOR NEW PHONE SYSTEM & SERVICES**

Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale, to authorize the Supervisor to move forward with an agreement with Blink Voice for a new telephone system for the Town Hall and Highway Department. 5 AYES- Motion carried.

Supervisor Brenda Adams – yes;  
Councilperson Alan Miller – yes;  
Councilperson Ginny Nightingale – yes;  
Councilperson David Patzwahl – yes; and  
Councilperson William Powers – yes.

**RESOLUTION 71 of 2022 Inter-Fund Transfer of Funds**

Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale, to authorize the Supervisor to move forward with a transfer of funds from the General Fund to the Highway Department for work done in Stoddard Park. 5 AYES- Motion carried.

Supervisor Brenda Adams – yes;  
Councilperson Alan Miller – yes;  
Councilperson Ginny Nightingale – yes;  
Councilperson David Patzwahl – yes; and  
Councilperson William Powers – yes.

**RESOLUTION 72 of 2022 Inter-Fund Transfer of Funds**

Councilperson Alan Miller made a motion, seconded by Councilperson Ginny Nightingale, to authorize the Supervisor to move forward with transfer of funds from the General Fund to the Highway Department for work done at Adams Point Beach for the Recreation Program. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

**RESOLUTION 73 of 2022 Appointment of Sarah Crowell to Columbia County Environmental Council**

Councilperson Ginny Nightingale made a motion, seconded by Councilperson David Patzwahl, to re-appoint Sarah Crowell as the Canaan representative to the Columbia County Environmental Council. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

**RESOLUTION 74 of 2022 Adoption of Juneteenth as a paid holiday for eligible Town employees to be observed June 20<sup>th</sup> this year.**

Councilperson Ginny Nightingale made a motion, seconded by Councilperson David Patzwahl, to adopt the federal holiday known as Juneteenth as a paid holiday for eligible Town employee. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

**Report from County Board of Supervisors by Supervisor Brenda Adams:**

**Elections**

Supervisor Adams stated that the County Board of Supervisors has set three elections scheduled over the next six months: June, August and November. The Board of Elections is working to identify staff, training opportunities and dates, early election dates, mail in ballot dates, etc.

### **Domestic Violence Shelter**

Supervisor Adams reported to the board that the County has lost its 24/7, supervised, domestic violence shelter services due to difficulty of finding employees. The County Board of Supervisors have recognized and are working on the problem.

### **Staffing Issues throughout County**

Supervisor Adams reports that the County is struggling with staffing in many departments. As with local businesses and not-for-profits, hiring at county level has become a “full time job.” Jobs are available, it is difficult to find people.

Councilperson Nightingale asked if this has had an impact on the hiring of lifeguards for the summer swim program. Supervisor Adams stated that the Rec Committee and APBA started the hiring process early and have hired a full complement of lifeguards for the summer.

### **Old Business**

#### **Discussion on Covid:**

The Supervisor stated that Mask requirement at Town Hall and meeting guidelines have been reviewed monthly. Supervisor reported that she’s researching an answer to an earlier request regarding “a critical emergency” asked at a prior town meeting.

#### **Ongoing meetings:**

The Supervisor stated that NYS has re-instated in-person meeting requirements but asked the Board if hybrid (with video and audio streamed over the internet) should be continued as well. Board agreed in the positive verbally.

#### **Town Hall Mask Requirement:**

Supervisor and board members agree that monthly discussions are warranted by the volatility of covid cases as more businesses open and variants emerge. The Board discussed current covid risk levels, employees with vulnerable family members, lack of a bench if staff is out sick, safety concerns, little mask resistance at counter, etc.

Summing up, the Supervisor characterized the Town’s position as keeping a mask requirement at Town Hall of for the next month with a continued monthly review. The Board concurred.

#### **Discussion on Speeding on County Route 5**

In his capacity as the Town delegate to the Traffic Safety Council, David Patzwahl spoke with a State Police Officer who would appreciate any traffic and speeding studies from the Town since they too have staffing shortfalls. The officer told Councilperson Patzwahl that if data can be provided, he will work with the Town to post patrols accordingly.

Canaan Highway Superintendent Van Tassel was asked by Supervisor Adams to speak with resident Bruce Jackson who is very involved in the speed issue on County Route 5 North. Mr. Jackson may have the best location information for the study such as problem areas and best site lines.

The Canaan Highway Superintend discussed the speed survey he's organizing with the County. He was also asked by the Board to increase the number of days for the study from 3 to 5 or more. It was reported by the Supervisor that residents believe that local traffic has a larger effect on speeding rates than was earlier believed. Councilperson Miller and Superintendent Van Tassel discussed the technological specifics of speed analysis. Supervisor Adams stated the goal is to get information to the state troopers by end of July to inform decisions and deploy resources for more effective speed enforcement during the coming months.

**Broadband Grant / USDA Application:**

USDA Application Portal for 2<sup>nd</sup> phase is not open and USDA can't tell us if it will be open late summer or in the fall for 2<sup>nd</sup> phase of grant application. Money has been earmarked.

**Zoning & Planning update by Councilperson Nightingale**

Councilperson Nightingale reports that Planning Board has a major subdivision to review. ZBA has one Setback application to review. Both are meeting next week on Monday and Tuesday due to regular meeting date conflicts with NYS election primaries.

**Climate Smart Task Force report by councilperson William Powers**

Councilperson Powers noted the NYS application deadline for Bronze level certification is July 8<sup>th</sup>; the Task Force is very hopeful they will have completed sufficient projects to apply this cycle. It was requested again that the Task Force supply a list of completed projects to the Board. Once Bronze status is completed the Town can apply for more grants and plan for Silver certification.

**Transfer station report by Councilperson David Patzwahl**

Councilperson Patzwahl reported that Town was 3.78 tons over where we were for the same month in 2021; the good news is that 2022 YTD, the Town is at 224 tons, 2021 numbers were 240 tons, roughly 18 tons less than last year.

Supervisor Adams reported that she had asked Deputy Clerk Heather O'Grady for a report on the number of stickers assigned YTD for the Transfer Station. From data culled from the last four years the average number of stickers assigned is 692 per year. As of today the clerk's office has issued 521 transfer station stickers compared to 573 at end of July 2021. The Supervisor stated that in the next few weeks seasonal residents will be coming in to get their stickers, so the number will increase.

Councilperson Ginny Nightingale asked if it might be possible that some people are going to private pickup. She feels that this is some evidence from her neighborhood in Red Rock and does not believe that many of her neighbors are using the Transfer Station.

Councilperson Patzwahl remarked on the importance of having a defined process for issuing transfer station passes that makes it easy for residents to get their stickers. The Board had a discussion of creating an online process for arranging a pass. The Supervisor asked if the Board would like a report back on creating an online form and the Board agreed.

The Board discussed the recent maintenance of the Transfer Station roads which had been focus of complaints and Board discussions in earlier months. Consensus was that the roads seem better: entering is better than exiting.

#### **Trash in vicinity of Transfer Station and two truck stops**

Councilperson Ginny Nightingale remarked the area between the two truck stops as well as near the Transfer Station looks like it has less blowing trash.

#### **Memorial Day parade discussion**

The Supervisor reported the event was very well supported by the community with over 100 people in attendance. People were ready to celebrate and come together. The Board is considering an annual event.

Councilperson Ginny Nightingale asked if the walk on 295 to people's cars after parade could be handled differently, possibly with transportation. Supervisor stated that the goal in the future would be to ensure that walk would not be necessary.

#### **Newsletter:**

Supervisor reports there has been a slight publication delay as organizations have been slow to get information to the newsletter creators. She reports that they are working on getting the newsletter as soon as possible, maybe this week.

#### **Court lower revenue line:**

Supervisor reports that court revenue line may not be improving because of circumstances discussed in prior town meetings.

The Supervisor has identified some non-essential maintenance expenses that can be deferred in order to offset the loss of these revenues. These include the resurfacing of the basketball and tennis courts. The Board agreed to postpone these projects for this year.

Councilperson Miller stated that he spoke with Court Clerk Darsi Frederick and learned more about the collection process. The Supervisor has requested the Court Clerk provide additional information for more context, ie the number of tickets and the dollar amount of unpaid fines.

#### **Discussion: Grievance Day and letter from Paul Deres**

Supervisor asked board if they had questions regarding the letter from Board of Assessment Review Chairperson Paul Deres. The BAR does an extremely efficient job, they gave the Town a report within 48 hours of their deliberations.

#### **Recreation report by Councilperson Alan Miller**



A swim lesson flyer has been created for public outreach this summer. The flyer will be included in the newsletter and posted around town. Councilperson Miller reports an online application has been created, a budget established and dates have been finalized to July 5<sup>th</sup> through August 12<sup>th</sup> this year.

**Traffic Safety Committee report by Councilperson David Patzwahl**

Councilperson Patzwahl reported that 120 people in Columbia County recently received violations for not wearing a seatbelt. “People are getting lax. We should all remember to buckle up” and remind others to do so.

Councilperson Patzwahl discussed the requested speed limit change at 295 & 22 and questioned whether there was a town Resolution. Amtrak is working on the tracks at Flint’s Crossing and wanted it clear that 911 should be contacted in the event of repairs or road closings. With regard to speed monitoring in Town, he asked which roads would like to be monitored and board decided to begin with CR 5 and to add County Route 24 to the pipeline. Councilperson Patzwahl noted that the State Police have been very attentive and responsive when contacted.

**Chatham Rescue Squad update from Supervisor:**

Supervisor Adams reported that there have been issues including response times from Chatham Rescue Squad; the towns served by the squad met with their representatives last fall and again recently. The longer response times last fall time seemed to be tied to a lack of staffing and have improved; more recently other issues have been identified. Supervisor Adams stated that additional conversations are taking place and are serious. Other options are being reviewed.

**July Meeting Date:**

Supervisor asked to reschedule the July meeting. Discussion ensued and Tuesday July 12<sup>th</sup> was identified. Supervisor stated that documents would go to board on Monday. A motion was requested.

**RESOLUTION: Rescheduling Canaan Town Board meeting to Tuesday July 12th**

Councilperson Ginny Nightingale made a motion, seconded by Councilperson Alan Miller to reschedule the July Canaan Town Board meeting to Tuesday, wa12<sup>th</sup>, 2022. 5 AYES- Motion carried.

- Supervisor Brenda Adams – yes;
- Councilperson Alan Miller – yes;
- Councilperson Ginny Nightingale – yes;
- Councilperson David Patzwahl – yes; and
- Councilperson William Powers – yes.

**Discussion: Assessors Report**

Supervisor Adams asked if any questions or comments. Board responded verbally in the negative.

**Highway department Report by Stephen Van Tassel: (See Attached)**

Highway Superintendent Van Tassel gave a report of the activities of the Highway Department in the month of May including repair work for heavy rains, sand spread on Adams Point Beach at Queechy Lake, receipt of materials or road millings for no cost from state work on SR-22, paving of Peaceful Valley Road as part of CHIPS reimbursement, sign quote from last month for \$1200, traffic study for CR-5, and the Superintendent's attendance of Highway School. He reached out to five vendors for trailer quotes and chose the low price of \$35,000, delivery could be the end of July.

A conversation ensued among Councilperson Patzwahl and Superintendent Van Tassel about the five quotes for the trailer. The Superintendent was commended by the Supervisor and Councilperson Patzwahl for getting CHIPS work done early.

Councilperson Miller asked if there was any additional information about the radio request discussed last month. The Superintendent replied that radio tower space may be available and there may be grants available as well. Superintendent responded that costs may be up to \$30,000. Supervisor Adams and the Board asked for a report next month on radios including whether they could be purchased with CHIP funds.

Facebook page question by Councilperson Miller was answered by Supervisor who stated that the board had previously agreed the Highway Department Facebook page would be on hold until the Town has a social media policy.

**Public Discussion:**

Lauree Hickok asked about the Historical Society funding. Supervisor Adams stated that no vote was necessary since the appropriation was provided for in the budget. Ms. Hickok replied with a thank you for funding and hopes to see everyone at the Declaration Day event on June 25<sup>th</sup>.

Greg Hickok stated he appreciates hybrid meetings which are “good for democracy, participation.” He stated that he understands there are challenges but appreciates the Board supporting hybrid meetings.

**MOTION to Adjourn at 8:22 pm**

Councilperson David Patzwahl made a motion, seconded by Councilperson Alan Miller to adjourn the meeting. 5 AYES- Motion carried.

Supervisor Brenda Adams – yes;  
Councilperson Alan Miller – yes;  
Councilperson Ginny Nightingale – yes;  
Councilperson David Patzwahl – yes; and  
Councilperson William Powers – yes.