

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE TOWN BOARD OF THE TOWN OF CANAJOHARIE
HELD FEBRUARY 13, 2020 AT THE TOWN HALL COMMENCING AT 7:30 PM**

Present: William Armitstead, Councilman
John Peruzzi, Sr., Councilman
John Toomey, Jr., Councilman
Rodney Young, Councilman
Absent: Peter A. Vroman, Supervisor
Recording Secretary: Christina Jewell, Town Clerk
Others Present: Amy Kretser, Town Bookkeeper
Tim Jones, Town Superintendent of Highways
David Jordan, Montgomery County Office for Aging, Inc.

The meeting was called to order by Mr. Young, Councilman, at 7:30 PM, in Supervisor Vroman's absence, with the Pledge of Allegiance.

A motion was made by Mr. Peruzzi, seconded by Mr. Armitstead, that the minutes of January 9, 2020, as submitted by the Town Clerk, are approved. All in favor ayes, carried.

Public Comment – David Jordan, Executive Director of the Montgomery County Office for Aging, addressed those in attendance, thanking them for the financial assistance provided by the Town yearly. He noted his agency's goal is to keep order adults in their home as long as possible and that they have an updated senior transportation program.

Rodney Young, Councilman, noted the following, in Supervisor Vroman's absence:

- **New Business**
 - **Montgomery County Economic Development – Water Quality Improvement Program grant for the new Town garage.** Mr. Vroman met with Karl Gustafson Jr., with Montgomery County Economical Development, who discussed New York State's Water Quality Improvement Project (WQIP), a competitive, reimbursement grant program that funds projects that directly address documented water quality impairments or protect a drinking water sources. Through this program, the cost of our new salt shed can be funded 50%. Mr. Jones will be looking into the size and required set-backs on the property where the proposed shed will be located.
 - **Update Building Permit fees.** This matter was tabled to allow the councilmen time to review the Town's current fees and those of Towns in the surrounding area.
- **Old Business**
 - **Survey and Topography Study.** William J. Symolon, Jr., Land Surveyor, has been contacted to obtain a price for the survey and study. Due to the specific, detailed information required, the cost will be approximately \$3000.00. Following a discussion with engineers at Lamont Engineering, it was confirmed that the price is very reasonable and they couldn't help us out for any less.

RESOLUTION #3 of 2020

Survey and Topography Study for the New Town Highway Garage

Sponsor: Rodney Young, Councilman
Second: John Toomey, Councilman

Whereas, the Canajoharie Town Council desires to have a survey and topographical study completed on the property for the new Town Highway garage completed as soon as possible;

Whereas, William J. Symolon, Jr., Land Surveyor, has been apprised of the project and the detailed information required;

Now, therefore, be it RESOLVED that: Town of Canajoharie Councilmen authorize the hiring of William J. Symolon, Jr., Surveyor, to begin a survey and topography study of the land for the new Town Highway Garage as soon as possible.

VOTING	AYES	NAYS	ABSENT
Peter A. Vroman, Supervisor			X
William Armitstead, Councilman	X		
John Peruzzi, Sr., Councilman	X		
John Toomey, Jr., Councilman	X		
Rodney Young, Councilman	X		

- o **Lamont Engineering Agreement – Conceptual Design Phase payment of \$7352.00, necessary prior to drilling a well.** Lamont Engineers, who will be performing professional engineering and planning services for planning, design and development of a new Town Highway garage. Their scope of services include the preparation of conceptual floor plans, a preliminary site plan, a preliminary project budget, final design and related details, a project manual and specifications to be used by the Town for Public Bidding. It was noted that, in conjunction with giving approval for Lamont Engineers to begin their Phase I, it is necessary for a survey and topographical study to be completed.

RESOLUTION #4 of 2020

Sponsor: John Toomey, Jr., Councilman
Second: John Peruzzi, Sr., Councilman

Whereas, the Canajoharie Town Council desires to have Lamont Engineering begin Phase I, professional engineering and planning services, for the design and development of the new Town Highway garage;

Whereas, a payment in the amount of \$7352.00 is necessary for them to begin;

Now, therefore, be it RESOLVED that: Town of Canajoharie Councilmen authorize the payment of \$7352.00 to Lamont Engineering in order for them to begin Phase I of their agreement.

VOTING	AYES	NAYS	ABSENT
Peter A. Vroman, Supervisor			X
William Armitstead, Councilman	X		
John Peruzzi, Sr., Councilman	X		
John Toomey, Jr., Councilman	X		
Rodney Young, Councilman	X		

A discussion ensued regarding drilling a 150' well; it was determined that it can be done in the winter. In order to hire someone to complete the project, the dollar amount cutoff, necessary to determine if a project needs to go out to bid or not, will be reviewed. The possibility of a grant from the county will also be researched.

The subject of selling Town vehicles was discussed. Since we can purchase vehicles under a state contract, it is possible to make a profit at resale. Mr. Jones agreed to look in to the value of the vehicles and whether or not the contract calls for us to purchase a Chevrolet or Ford. It was determined that we should look into keeping newly purchased vehicles for only 2 years at a time sell, selling a vehicle every year.

Mr. Young noted that the Planning Board does not have a Chairman and that one has to be named before the next meeting.

Tim Jones, Highway Superintendent made the Councilmen aware of an accident on Maring Road, where a car hit our culvert and damaged the pipe. If repairs are necessary, they will have to wait until the summer. It was determined that Mr. Jones will submit a claim to both our insurance and that of the motorist who had the accident.

Mr. Jones noted that he is in receipt of the tractor/mower that was approved for purchase.

Mr. Jones further noted that the Gradall has an oil leak due to the center pin being worn out. The cost to fix the pin alone is approximately \$4800.00; a new grader would be \$250,000.00.

Lastly, Mr. Jones discussed the cost to the Town for plowing County roads. It was determined that Montgomery County Town Supervisors should get together and discuss the matter further, then go to the County Legislators to try and get an increase the amount of money the towns receive.

Christina Jewell, Town Clerk stated she would like to hire Erica B. Jewell for the position of Deputy Town Clerk.

RESOLUTION #5 of 2020
Appointment of Erica B. Jewell as Deputy Town Clerk

Sponsor: Rodney Young, Councilman
Second: John Toomey, Councilman

Whereas, the Canajoharie Town Clerk desires to hire a Deputy Clerk in order to cover the office when the Clerk is out for illness or authorized time off;

Whereas, Erica B. Jewell has expressed interest in performing the duties of Deputy Town Clerk for the Town of Canajoharie;

Now, therefore, be it RESOLVED that: Town of Canajoharie Councilmen authorize the hiring of Erica B. Jewell for the position of Deputy Town Clerk.

VOTING	AYES	NAYS	ABSENT
Peter A. Vroman, Supervisor			X
William Armitstead, Councilman	X		
John Peruzzi, Sr., Councilman	X		
John Toomey, Jr., Councilman	X		
Rodney Young, Councilman	X		

Amy Kretser, Bookkeeper said the Town is now in a financial position to pay back the Highway fund. She also stated that she is wrapping up the Annual Report, which is due at month end and that the Town books will be ready to sign at the next Board meeting.

TOWN OF CANAJOHARIE-2/13/20
CASH REPORT JANUARY 31, 2020

CHECKING ACCOUNTS		MONEY MARKET ACCOUNTS	
General	\$ 14,206.23**	General	\$ 217.58
Fire District	\$ 39.86	Highway Town Wide	\$ 4,502.70
Consolidated Health	\$ 35.28	Highway Part Town	<u>\$216,837.54</u>
Highway Town Wide	\$ 7,809.52	Total	\$221,557.82
Highway Part Town	\$ 77,417.24		
Trust & Agency	<u>\$ 5,410.98</u> *		
Total	\$104,919.11		

*\$2,879.48 Avangrid/Mohawk Solar Project

** General owes Highway Town Wide \$42,000.00

SAVINGS ACCOUNTS	
Consolidated Health	\$ 1,484.91
Highway Cap Reserve	\$ 26,797.19
Gen-Cap Reserve-Garage	\$244,828.65
Gen-Cap Reserve-land	<u>\$ 26,420.60</u>
Total	\$299,531.35

2019 BUDGET TRANSFERS

From	To	Amount
A1920.4 Municipal Assoc Dues	A1110.1 Justice Personal	\$ 300.00
A1355.1 Assessor Personal	A1110.1 Justice Personal	\$ 176.00
A1355.1 Assessor Personal	A1410.4 Clerk Contractual	\$ 18.35
A3520.4 Control of Animals	A1410.4 Clerk Contractual	\$ 95.10
A1990.4 Contingency	A1420.4 Attorney Contract	\$15000.00
A1620.4 Buildings Contractual	A1420.4 Attorney Contract	\$ 2622.52
A9950.9 Transfer to other accts	A5132.4 Garage Contract	\$10000.00
A1355.4 Assessor Contractual	A5132.4 Garage Contract	\$ 1366.05
A9060.8 Emp Ben-HI	A9030.8 Emp Ben-Soc Ser	\$ 823.42
B3620.4 Safety Inspection Cont	B8020.1 Planning Pers	\$ 4.76
B8010.4 Zoning Cont	B8020.4 Planning Cont	\$ 119.54
B8010.4 Zoning Cont	B8160.4 Refuse & Garbage	\$ 806.65
DA5130.2 Machinery Equip	DA5142.4 Snow Removal	\$ 5,438.32
DA5130.2 Machinery Equip	DA5148.4 Serv Other Govt	\$ 8,595.53
DA9060.8 Emp Ben HI	DA5148.4 Serv Other Govt	\$ 4,443.10
DA9785.6 Debt Serv Installments	DA5148.4 Serv Other Govt	\$ 3.76
DB9030.8 Emp Ben-Soc Sec	DB5110.4 General Repairs	\$ 275.69

Respectfully submitted,
 Amy S. Kretser
 Town Bookkeeper

The Town Clerk presented the following bill vouchers for approval:

General fund vouchers #15 through #50, totaling \$48,927.39;

Highway fund vouchers #21 through #38, totaling \$104,201.83 (less \$14.49 discount) for a new total of \$104,187.34.

A Motion to pay bills was made by Mr. Armitstead, seconded by Mr. Toomey, all in favor ayes, carried.

When reviewing the bills to be paid, Mr. Jones stated he will be looking at other companies that provide uniforms, to be sure Cintas, the company we use, has competitive pricing.

Adjournment

On a **motion** by Mr. Toomey, **seconded** by Mr. Peruzzi, **the meeting was adjourned at 9:00 PM.**

Respectfully submitted,

Christina Jewell
 Town Clerk