

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE TOWN BOARD OF THE TOWN OF CANAJOHARIE
HELD AUGUST 13, 2020 VIA TELECONFERENCE AT 7:30 PM**

Present: Peter A. Vroman, Supervisor
William Armitstead, Councilman
John Peruzzi, Sr., Councilman
John Toomey, Jr., Councilman
Rodney Young, Councilman

Recording Secretary: Christina Jewell, Town Clerk

Others Present: Tim Jones, Highway Superintendent
Amy Kretser, Town Bookkeeper
Harry Rubin, Candela Renewables
Milan Jackson, Lamont Engineers, P.C.

Call to Order

The meeting was called to order by Mr. Vroman, Supervisor, at 7:30 PM, with the Pledge of Allegiance and after noting that some members and all of the public are still utilizing teleconferencing to attend the meetings, as the country is in a state of emergency due to the COVID-19 virus, and the Open Meeting Law has been relaxed during this time (as per Executive Order 202.48 COVID 19 Disaster Emergency).

Accept the July 2020 Meeting Minutes

A motion was made by Mr. Vroman, seconded by Mr. Toomey, that the minutes of the July 2020 meeting, as submitted by the Town Clerk, be approved. All in favor ayes, carried.

Accept the August 13th Agenda

A motion was made by Mr. Vroman, seconded by Mr. Toomey, that the agenda be unanimously approved. All in favor ayes, carried.

Recognition of Citizens Present

Harry Rubin of Candela Renewables addressed the group regarding a Payment in Lieu of Taxes (PILOT) agreement, which the Town opted out of in 2011 and again in 2016, with regard to a current project of a flat, one parcel-one owner, 315 acre/20 megawatt site (at \$3,000/megawatt value, the value would be \$60,000). Following a presentation on Candela Renewables, Mr. Rubin noted that, if the Town opts back in, a credit will be generated monthly. He further stated if the Town does opt in, they will then have to contact the School and County for them to opt in as well. Mr. Young asked what this would do for the community and noted the Town would have to hire an attorney and incur other expenses. Mr. Rubin stated there would be the benefit of contributing to the county and future generations in a responsible way, an increase in the tax rate while still getting the same percentage of taxes we would have gotten if not opting in and short term construction. He further stated there can be a supplement to any of the town's expenses. The Town thanked Mr. Rubin for his time and Mr. Rubin thanked the Board for their consideration.

Milan Jackson, Lamont Engineers, met with the Board to discuss a conceptual floorplan, elevations and site plan of the proposed Town Highway Garage. He noted the building is based on the Town of Root's building and that he had taken a trip to the site but could not ascertain the proposed location of the well. Mr. Jackson wanted to be sure to state the design presented is conceptual; nothing is set in stone. The following information and preferences/concerns were noted:

- An east/west layout to get the most sun during the day
- Doors that open up to the main highway for better visibility when leaving with big plows

- Shrubbery
- The building is constricted to being below 5000 square feet; however, this may not pertain, depending on interpretation.
- Breakroom size can be reduced
- Bathrooms have to accommodate 6 employees; however, is there a requirement by the state to have more than one.
- Overall length of the plows needs to be identified.
- A generator and air compressors are part of the proposed equipment to be stored and their size and location are needed.
- The proposed location of the well must be far enough from the septic.
- Instead of an open concept, have a warm/cool area for a cost savings on heat.
- One bay should be higher than the rest for the fully loaded sand truck in the winter.
- Eliminate anything extra to save on the cost/square foot and add on down the road (i.e., a pole barn for storage), if needed. Will this save money in the long run?
- A sprinkler system may be required based on the building size.
- The bays should be high enough to be able to wash the trucks.
- What will the well depth be and it should be moved to the opposite side of the power lines.

It was noted that we have already received one estimate for the well from American Well Drilling of Fort Plain in the amount of \$10,240.27. As we need bids from two contractors, Mr. Young will also submit an estimate. The Town Procurement Policy will be reviewed and past bidding will be researched prior to the next meeting to make sure policy and procedures are being followed.

Town Supervisor – New Business

Mr. Vroman noted the following:

- The distribution of taxes in the amount of \$8932 has been received, which is less than the same quarter last year.
- Budget proposals must be emailed to the Town Supervisor by September 4th, with the Workshop scheduled for September 17th at 7:30 PM.
- The County has been providing free masks and sanitizer to the Town.

At 8:45 PM Mr. Vroman made a motion to enter Executive Session, seconded by Mr. Toomey. All in favor ayes, carried. At 9:07 PM Mr. Vroman made a motion to exit Executive Session, seconded by Mr. Toomey. All in favor ayes, carried.

Highway Superintendent

Mr. Jones discussed a bearing problem on the Gradeall, which has been fixed three times previously and may not be worth fixing this time. Mr. Armitstead noted Cherry Valley has a Gradeall for sale and will get information for the Board prior to the next meeting in September.

Town Clerk

Mrs. Jewell noted the new phone system installation is complete at 12 Mitchell Street; however, in the process of switching over from Frontier to Spectrum, Frontier service to 530 West Ames Road site was incorrectly shut off. This has left the Town Garage without phone or internet service; however, the error is being rectified.

Resolution #17 of 2020
Retention and Disposition Schedule for New York Local Government Records (LGS-1)

Sponsor: Peter Vroman

Second: Jack Toomey

RESOLVED, By the Councilmen of the Town of Canajoharie that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

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		

Christina Jewell, Town Clerk

Dated: August 13, 2020

Mrs. Jewell noted she spoke with a representative of NBT Bank regarding Direct Deposit for employee paychecks. The Bank has an option that will provide direct deposit free of charge; however, it is not a time savings for the Town Bookkeeper as she still has to generate paystubs.

Mrs. Jewell further noted she has negotiated a contract price for a new printer/copier that is \$38.00/month less than what is currently being paid. The change to the new printer/copier will take place in September.

A discussion ensued regarding looking at prices of new trucks to be submitted with this year's budget proposals. Mr. Jones stated he would prefer not to ask for prices a third time until we are committed to purchasing. It was determined that by the next meeting in September it will be noted definitively if prices should be included. It was also suggested that Mr. Jones submit a budget proposal with and without the truck cost.

Town Bookkeeper

Mr. Kretser stated, financially, we are doing ok and are no longer 'in the hole'.

TOWN OF CANAJOHARIE-8/13/20
CASH REPORT JULY 31, 2020

CHECKING ACCOUNTS

General	\$ 29,506.03
Fire District	\$ 39.86
Consolidated Health	\$ 35.28
Highway Town Wide	\$172,617.03
Highway Part Town	\$118,632.04
Trust & Agency	<u>\$ 8,753.46*</u>
Total	\$329,583.70

*\$8501.09 Avangrid/Mohawk Solar Project

MONEY MARKET ACCOUNTS

General	\$ 75,228.00
Highway Town Wide	\$ 85,418.58
Highway Part Town	<u>\$122,182.19</u>
Total	\$282,828.77

SAVINGS ACCOUNTS

Consolidated Health	\$ 1,485.05
Highway Cap Reserve	\$ 26,799.87
Gen-Cap Reserve-Garage	\$244,828.65
Gen-Cap Reserve-land	<u>\$ 26,423.24</u>
Total	\$299,561.23

Sincerely,
Amy S. Kretser,
Bookkeeper

Mr. Vroman distributed reports regarding permits issued for the year and noted these reports can be computer generated monthly instead of being manually compiled quarterly. He further pointed out that there are three public hearings next month for subdivisions and the newest Planning Board member has provided good insight.

Authorization of Vouchers

The Town Clerk presented the following bill vouchers for approval:

General fund vouchers #145 through #174, totaling \$32,971.79, which included a drawdown of the intervener fund;
Highway fund vouchers #120 through #136, totaling \$24,463.71

Mr. Vroman noted that, due to COVID-19 and social distancing, the Town Council members present reviewed the month's voucher summary report but he alone would be signing off on this month's vouchers for payment.

Adjournment

On a motion by Mr. Vroman, seconded by Mr. Toomey, the meeting was adjourned at 9:28 PM.

Respectfully submitted,

Christina Jewell
Town Clerk