

The first regular meeting of the Kingsbury Town Board was conducted on May 1, 2017 at the Kingsbury Town Hall at 6 Michigan Street, Hudson Falls.

MEMBERS PRESENT:	Dana Hogan, Supervisor William Collins, Councilman Richard Doyle, Councilman Henry Freebern, Councilman
ABSENT:	Paul Bromley, Councilman
OTHERS PRESENT:	Michael Graham, Highway Superintendent Todd Humiston, Dog Control Officer Mary Ordway, Town Comptroller David Meager, Adirondack Trust Insurance Adam Fish, Town Resident

The meeting was called to order at 7 p.m. by Supervisor Hogan and opened for the order of business with the Flag Salute led by Councilman Freebern.

The minutes of the April 17, 2017 Town Board Meeting were accepted as submitted by the Town Clerk on a **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 4 ayes.

Supervisor Hogan introduced David Meager of the Adirondack Trust Insurance. Mr. Meager presented an overview of the Summary of Insurance for the Town provided by NYMIR. Mr. Meager reviewed the following: General Liability Coverage, Public Officials Coverage, Inland Marine Coverage, Automobile Coverage, Crime Coverage, Umbrella Coverage, Disability Plans Coverage and Surety Bond. Mr. Meager stated the Town's record is very good and recommended the Town increase the deductible on the Inland Marine Coverage. Supervisor Hogan stated the Town would save more than \$4,000.00 over a 10-year period of time if the deductible was increased. A **motion** by Councilman Freebern seconded by Councilman Collins and carried by a vote of 4 ayes to increase the deductible on the Inland Marine Coverage from \$500.00 to \$1,000.00 resulting in a saving of \$432.00 to the Town.

Mr. Meager stated the renewal premium is lower than last year, even with a 4% increase in in the building and contents values; due to the work of the Comptroller and Highway Superintendent. Mr. Meager also commented the NYMIR Capitalization Fee, which is how the Town becomes owner of the insurance company, will be returned to the Town on the 6<sup>th</sup> year over a 4 year period, as long as the Town stays insured with NYMIR for 5 years. This will be the third year the Town will be insured by NYMIR.

Mr. Meager suggested the Town Board consider adopting a Breach Notification Policy. Municipalities are required to comply with the notification requirements imposed by the NYS Technology Law. Mr. Meager provided a sample resolution for the Town Attorney to review.

Mr. Meager also stated there is a free HR related service to the Town; if the Town is interested he will assist in the enrollment process. The Capitalization Fee is \$545.43.

Supervisor Hogan thanked Mr. Meager for a stellar presentation.

The Town Board has considered hiring a Building & Maintenance person to work approximately 2 hours each month at the Town Hall to perform any necessary maintenance to maintain the integrity of the building. Supervisor Hogan reported Attorney Meyer recommended the Town post for the position by placing an ad in the Post-Star. The Town Clerk and Supervisor will work on an ad to post. Councilman Bromley and Councilman Freebern will conduct interviews with the applicants.

Supervisor Hogan reported the paperwork for the \$66,000.00 DASNY Grant has been submitted by C.T. Male. Supervisor Hogan stated the use of the grant will enable the Town to position themselves for the future.

C.T. Male has asked the Board to prioritize any grants the Town would like to pursue in the future. Supervisor Hogan received grant information from Laura Oswald of the Washington County Development; which he will share with the Board. Supervisor Hogan welcomes any feedback from the Board.

Supervisor Hogan commented we have been in the New Town Hall for almost one year with no serious issues with the building which is a testament to the construction team that put the building together. Supervisor Hogan stated a sprinkler system is needed for the Town Hall. After discussion a **motion** by Councilman Freebern seconded by Councilman Collins and carried by a vote of 4 ayes to install a sprinkler system at Town Hall, taking into consideration the installation of an additional parking lot may be necessary in the front of Town Hall. The sprinkler system will be installed by the Highway Department. Superintendent of Highways Michael Graham estimates the cost to be approximately \$1,500.00. Graham will submit a quote at the next Board Meeting.

**TOWN CLERK REPORT:**

Town Clerk submitted a Supervisor's Report for the 2017 County/Tax Collection as follows:

TO: Supervisor Hogan  
Councilman: Bromley, Collins, Doyle & Freebern

FROM: Tax Collector: Cynthia A. Bardin

SUBJECT: 2017 Town & County Tax Collection

DATE: May 1, 2017

Penalties Collected March 6 – March 31 - \$6,344.06

Bank Interest for March \$25.63

Return Check Fees \$20.00

Paid to Supervisor- 4/20/17 \$6,389.69

Total Penalties Paid to Town for 2017 County/Tax Collection \$9,752.98

Total Bank Interest for January, February & March \$220.14

Return Check Fees Collected \$100.00

Total Paid to Supervisor \$10,073.12

Total Paid to Part-time Deputies \$3,941.00

\$1,441.44 less than paid to deputies for 2016-17 School Tax Collection

**DOG CONTROL OFFICER REPORT:**

Todd Humiston reported he on Wednesday will give a Safety Presentation at the Kindergarten Center. Humiston also reported next week on May 8th & 9<sup>th</sup> he will attend an Ag & Markets Conference in Albany. Last month he attended a conference at the Hudson Valley Community College for animal abuse and neglect. At the conference Humiston learned there is a huge communications problem in Washington County. Humiston put in a request to Public Safety trying to get on the radio system. Mr. Humiston stated when he is investigating an animal abuse case there is a chance the abuser may also

abuse people; he is concerned he may not be able to call for assistance if necessary. Humiston is waiting for a response from Public Safety. Supervisor Hogan will speak with Public Safety.  
Mr. Humiston also reported there is a rabies clinic scheduled for Saturday May 6 at the Highway Garage.

#### HIGHWAY SUPERINTENDENT REPORT:

Michael Graham reported Andrew Perkowski the new employee started mowing today.

Mr. Graham spoke with Kathy Varney in regard to the "Complete Street" Demonstration to be held on Michigan Street. The Highway Department and the Village Public Works will assist in setting up the demonstration. Supervisor Hogan suggested the Town set up a refreshment stand. Supervisor Hogan stated there is a concern for safety on Michigan Street; the demonstration will have temporary sampling of what we could do to make the street safer. Supervisor Hogan commented the "Complete Streets" Demonstration will be held on May 16, 2017 from 10 a.m. to 2 p.m.

Michael Graham asked the Town Clerk if she had any response from the NYS DOT in regard to the request for a reduced speed limit on Michigan Street. The Town Clerk has had no response but will follow up on the request.

Michael Graham reported he had contacted the NYS Troopers requesting they monitor Kingsbury Road for speeding.

Michael Graham submitted a copy of the Agreement to Spend Town Highway Funds for 2017 to the Board. Graham is waiting for a quote from Peckham's, which will add some money to the agreement, but we will still be within budget. The Supervisor and Councilmen signed the agreement. (Please see attached)

A **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 4 ayes for the Town to place an ad in the ad book for Sandy Hill Days.

#### SUPERVISOR REPORT:

Supervisor Hogan commented the pear tree that had been planted at Town Hall last year in honor of all the volunteers who helped build the Town Hall was flowering.

Supervisor Hogan reported Justice Keenan had approved the acoustic tiles; we will go forward with ordering them for the Court Room.

A **motion** by Councilman Collins seconded by Councilman Doyle and carried by a vote of 4 ayes to accept the reports of certain officers as follows:

Town Comptroller for April:	Receipts: \$107,686.93; Disbursements: \$209,039.53
Town Justice for March:	Fees Collected: \$41,104.75

There being no further business before the Board a **motion** by Councilman Freebern seconded by Councilman Collins and carried by a vote of 4 ayes to adjourn the meeting at 8 P.M.

Respectfully submitted,

Cynthia A. Bardin, Town Clerk

AGREEMENT TO SPEND TOWN HIGHWAY FUNDS  
TOWN OF KINGSBURY  
YEAR 2017

Pursuant to the provisions of Section 284 of the Highway Law, we agree that monies levied and collected for the repair and improvement of highways, and received from the State for the repair and improvement of highways, shall be expended as follows:

**1 GENERAL REPAIRS.** The sum of \$115,100 may be expended for general repairs upon 53.06 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

**2 CAPITAL IMPROVEMENTS.** The following sums shall be set aside to be expended for the improvement of town highways;  
Total \$ 295,700

On the road commencing at BARDIN RD AT TRACY RD  
And leading to DEAN ROAD  
A distance of .47 miles, there shall be expended not over the  
Sum of \$35,545  
Type 6 Width of traveled surface 20'  
Thickness 1 3/4 Subbase PAVEMENT

On the road commencing at CASEY RD AT DEAN ROAD  
And leading to COUNTY LINE RD  
A distance of .68 miles, there shall be expended not over the  
Sum of \$47,692  
Type 6 Width of traveled surface 20'  
Thickness 1 3/4 Subbase PAVEMENT

On the road commencing at DUBES RD AT BENTLEY RD  
And leading to VAUGHN RD  
A distance of .43 miles, there shall be expended not over the  
Sum of \$62,073  
Type 6 AND 3 Width of traveled surface 20'  
Thickness 2 1/2 Subbase BINDER AND PAVEMENT

On the road commencing at INDUSTRIAL PARK RD AT CASEY RD.  
And leading to QUEENSBURY AVE.  
A distance of .73 miles, there shall be expended not over the  
Sum of \$76,330  
Type 6 Width of traveled surface 24'  
Thickness 2 1/4 Subbase GRAVEL TO PAVEMENT

Executed in duplicate this

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Supervisor

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Councilman

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Councilman

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Councilman

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Councilman

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Highway Superintendent