

August 15, 2022 Meeting Minutes

The second regular meeting of the Kingsbury Town Board was conducted on August 15, 2022, at the Kingsbury Town Hall. 6 Michigan Street, Hudson Falls.

MEMBERS PRESENT: Dana Hogan, Supervisor
Richard Doyle, Councilman
William Haessly, Councilman
James Lindsay, Councilman
Dan Washburn, Councilman

OTHERS PRESENT: Todd Humiston, Code Enforcement/Dog Control Officer
Michael Graham, Highway Superintendent
Rebecca Pomainville, Comptroller
Dave Perkins, Barnstormers Snowmobile Club
Lorraine Forcier, Town Resident

The meeting was called to order at 6:30 pm by Supervisor Hogan and opened for the order of business with the Flag Salute led by Councilman Washburn.

A **motion** by Councilman Lindsay seconded by Councilman Doyle and carried by a vote of 5 ayes to accept the minutes of the August 1, 2022, Town Board Meeting as submitted by the Town Clerk.

Dave Perkins, the President of the Kingsbury Barnstormers Snowmobile club was present and requested permission from the Town Board to ride on the shoulder of New Swamp Road from the corner of Tow Path Road to the beginning of the bike trail. A **motion** by Councilman Lindsay seconded by Councilman Washburn and carried by a vote of 5 ayes for the Town Board to acknowledge they understand the snowmobile trail will be running along the shoulders of Tow Path Road and New Swamp Road. Mr. Perkins will provide an updated Administrator Permissions Form.

The Board received information from Debbie Bell for health insurance for Town employees. A **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 5 ayes to switch the health insurance coverage to a Local Network, the Bronze HDHMO 426. The Comptroller will contact Debbie Bell to let her know of the Board's choice.

The Comptroller reported Troy and Banks are completing the audit of the Town's franchise agreement and would like to audit the Town's utility accounts. A **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 5 ayes to engage Troy & Banks, Inc. as utility and telephone consultants to serve as the Town's agent for the purpose of evaluating and evaluating the utility and telephone accounts at no cost to the Town.

A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 5 ayes for the following budget transfers:

TOWN OF KINGSBURY - BUDGET TRANSFER: AUGUST 2022(2)				
FUND		DESCRIPTION	GL	AMOUNT
GF- WT	FROM:	CENTRAL DATA - EQUIPMENT	1.1680.2	\$ 7,500.00
	TO:	CENTRAL DATA - CONTRACTUAL	1.1680.4	7,500.00

PURPOSE: MONTHLY SERVICE CHARGES FOR STORED TECH & ORBITALFIRE

FROM:	CENTRAL DATA - EQUIPMENT	1.1680.2	\$ 1,000.00
FROM:	CENTRAL COMMUNICATION - CONTRACTUAL	1.1650.4	1,000.00
FROM:	CEMETERIES - CONTRACTUAL	1.8810.4	1,345.12
TO:	UNALLOCATED INSURANCE	1.1910.4	3,345.12
PURPOSE:	CYBERSECURITY INSURANCE POLICY ADDITION		

			\$
FROM:	CENTRAL DATA - EQUIPMENT	1.1680.2	219.84
TO:	CLERK - CONTRACTUAL	1.1410.4	219.84

PURPOSE: ANTICIPATED DEFICIT - LEGAL ADS

TOWN CLERK REPORT:

The Town Clerk notified the Board a re-appointment for a Zoning Board of Appeals member was necessary:

A **motion** by Councilman Washburn seconded by Councilman Lindsay and carried by a vote of 5 ayes to re-appoint Brian Heasley to the Zoning Board of Appeals.

The Town Clerk is preparing for the upcoming school tax collection.

COMPTROLLER REPORT: The Comptroller has distributed the budget sheets for 2023 to the departments in Town Hall. The Comptroller welcomes any suggestions or knowledge of any projects for the upcoming year that would affect the budget.

A discussion followed regarding the shortage, delays, and the increase in the cost of trucks for the Highway Department.

HIGHWAY SUPERVISOR REPORT:

There is road construction on State Route 4; it is being milled and paved. The Town has received about 2,000 yards of millings; the material can be used for washouts and shoulders. The only cost to the Town was the labor, time, and the wear and tear on the truck.

COUNCILMAN REPORT:

Councilman Washburn reported there was a Water Committee meeting with himself, Councilman Doyle, and Jim Chase where they discussed the need to go out to bid to assess the water system. Councilman Doyle suggested a survey be conducted on the water rates in other municipalities. The Comptroller suggested the Town bill commercial water accounts quarterly instead of monthly and the residential accounts twice a year instead of quarterly. The change would save money on postage and time.

Councilman Lindsay suggested the Board should contact CT Male to help determine which direction the Town should go in with the water system. Councilman Washburn stated CT Male has been involved in studies in Hudson Falls and other municipalities. Supervisor Hogan stated it has been suggested by Jim Chase and Mike Fiorillo that it is a matter of time before the State Health Department may require a water tower to provide water. That is part of the reason for the Comprehensive Plan, you need to have that

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completed before you can apply for larger scale grants. It will be something the Town would have to do with the Village. Jim Chase and Mike Fiorillo have stated CT Male is probably the best resource related to water in our community. Having them involved the Board can start looking at a lot of things, a grant to fund a water tower and buying capacity. Supervisor Hogan suggests the Town budget for grant writing. Councilman Doyle asked about the installation of the new water meters. The Comptroller reported they are averaging approximately 20 a month. Councilman Doyle asked if anything could be done to move ahead with the water study and asked if ARPA funds could be used. Supervisor Hogan will reach out to Mayor Barton and the Town Attorney.

Councilman Doyle provided an update from Nicole Allen of LaBerge on the Comprehensive Master Plan. A draft of the inventory that meets the Smart Growth is nearly complete. The future land use map is underway with revisions requested from the GIS mapping specialists and should be ready by the week of 8/22/22. The Economic Specialists are developing the demographics and economic analysis with a target of early September. The Board must schedule a meeting to review the materials with a target of mid-September.

SUPERVISOR REPORT:

The Senior Center will be awarded a grant to purchase a new bus in September or October. Pam Landi and Laura Oswald worked to obtain the grant.

Town residents will attend the September 19, 2022, Board Meeting to ask the Board to consider or update the transitional zoning laws. Supervisor Hogan has asked Code Enforcement Officer Todd Humiston to review the zoning changes he had suggested in April. Code Officer Humiston recommended before the Board make final changes, there should be a small working group with a couple of Board members, himself, and the Town Attorney before a Public Hearing is scheduled.

Terry Gould and Scott Hartung of the Moss Street Cemetery met with Supervisor Hogan and potentially may ask the Town to take over and maintain the cemetery. The Comptroller is reviewing the financial documents provided by them. It will be a conversation for the future and a conversation with the Attorney.

WRITTEN REPORTS:

A **motion** by Councilman seconded by Councilman and carried by a vote of ayes to accept the reports of certain officer for the month of July as follows:

Code Enforcement: No. Permits :21 Fire Inspections: 4; Total Fees: \$2,552.00

Dog Control Officer: Written Warning 2; Verbal Warning 1 ; Mileage: 54,636

Town Clerk: Paid to EnCon \$496.00; Paid to Supervisor: \$4,697.54; Paid to the Village of Hudson Falls: \$340.00 ; Paid to Ag & Markets for Population Control: \$120.00; Paid to the Department of Health: \$157.50

Town Comptroller: Receipts \$564,358.84; Disbursements: \$290,167.65

Assessor Sales for July

There being no further business before the Board a **motion** by Councilman Doyle seconded by Councilman washburn and carried by a vote of 5 ayes to adjourn the meeting at 7:27 pm.

Respectfully submitted,

Cynthia A. Bardin, Town Clerk

<https://www.kingsburyny.gov>