

2023 Organizational Meeting January 3, 2023

The annual Organizational Meeting for 2023 was conducted on January 3, 2023, at the Kingsbury Town Hall, 6 Michigan Street, Hudson Falls.

PRESENT: Dana Hogan, Supervisor  
Richard Doyle, Deputy Supervisor  
William Haessly, Councilman  
Dan Washburn, Councilman

ABSENT: James Lindsay, Councilman

OTHERS PRESENT: Rebecca Pomainville, Comptroller  
Todd Humiston, Code Enforcement & Dog Control Officer  
Michael Graham, Highway Superintendent  
Jeffrey Meyer, Town Attorney

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

The minutes of the December 19, 2022, Town Board Meeting were accepted as submitted by the Town Clerk with a **motion** by Councilman Doyle seconded by Councilman Washburn and carried by a vote of 4 ayes.

A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 4 ayes for the following appointments:

I Reappointments: Dog Control Officer (1 year) Todd Humiston

Representative for The Senior Center of Kingsbury/Fort Edward Area, Inc. &  
Investigating Officer for Bingo – Dan Washburn  
Attorney for the Town – Meyer, Fuller & Stockwell, PLLC  
Budget Officer & Personnel Officer – Rebecca Pomainville (1 year)  
Health Officer – Town Board with no compensation  
Town Hall Cleaner – Mike LaRose  
Crossing Guards: Captain: Carol Mosher, Rosanna Mumblo, Brittany Sprague

A **motion** by Councilman Haessly seconded by Councilman Washburn and carried by a vote of 4 ayes for the following designations:

II Designations:

Town Clerk designates: Irene Weizenhofer, Deputy Town Clerk, Deputy  
Tax Collector & Deputy Registrar for Vitals  
Linda Bowe, Part-time Tax Collector Deputy  
Frances Lewis, Part-time Tax Collector Deputy

Highway Superintendent designates:

Timothy Morgan, Deputy Highway Superintendent  
Shane Reynolds, Water Superintendent

Town Justice designates: Erin Strain, Justice Court Clerk  
Sherry Ostrander, Deputy Justice Clerk  
Ken Grant, Justice Court Security Guard

Town Supervisor designates: Richard Doyle, Deputy Town Supervisor

A **motion** by Councilman Haessly seconded by Councilman Washburn and carried by a vote of 4 ayes for the following designations:

III Other designations:

Cynthia Bardin, Records Office Manager, Issuing Officer for Bingo and Games of Chance, Issuing Agent for Disabled Parking Permits & Records Access Officer

Registrar of Vital Statistics: Cynthia Bardin with a Salary of \$1,000.00

Deputy Registrar of Vital Statistics: Irene Weizenhofer with a Salary of \$1,000.00

Board of Ethics: Cynthia Bardin, Paul Bromley, Hank Freebern

Official Town Newspaper – The Post-Star

Official Depository for Deposit & Safekeeping of all Town Funds:

Glens Falls National Bank & Trust Co.

Town Board Meetings Scheduled the First & Third Monday of each Month at 6:30 PM

A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 4 ayes for the following:

3. Miscellaneous Motions:

Review of the Procurement & Credit Card Policy

There have been no changes to the credit card and procurement; the Town Clerk will forward copies to the Board for their review.

A **motion** by Councilman Doyle seconded by Councilman Washburn and carried by a vote of 4 ayes for the following:

The Comptroller shall have ninety (90) days after the close of the fiscal year to submit the annual report to the Town Board and the Office of the State Comptroller. Also a copy to be filed with the Town Clerk shall cause summary of such report to be Published with in ten (10) days after receipt in the official newspaper (The Post-Star)

The mileage rate for Town Officials who use their own vehicles will be the current Federal IRS mileage rate in effect at the time of travel.

Supervisor Committees:

Recreation Commission Liaison – Councilman Washburn

Public Safety: Councilman Haessly, Councilman Lindsay

Building & Grounds/Highway: Councilman Haessly, Councilman Washburn  
Insurance: Councilman Washburn, Councilman Doyle  
Legal/Legislative: Councilman Doyle, Councilman Lindsay  
Budget Personnel: Councilman Doyle, Councilman Lindsay  
Master Plan Committee: Councilman Doyle, Councilman Lindsay  
Right to Farm Grievance Committee: Lisa Catalfamo Flores, Denise Dickinson, Bill Haessly, Tim Havens

Supervisor Hogan contacted Scott Sopczyk on December 22, 2022, regarding the Greater Glens Falls Transit Agreement and the possibility of reduced services. Mr. Sopczyk indicated there were negative impacts in the Villages of Hudson Falls and Fort Edward but not the outside of the Town of Kingsbury. New drivers have been hired and service will be fully restored by January 8, 2023, if not sooner. A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 4 ayes giving Supervisor Hogan permission to sign the agreement between the Town of Kingsbury and the City of Glens Falls.

The Comptroller provided a modified copy of an Electronic Banking Policy; Attorney Meyer will review and advise the Board. After review the Attorney suggested some language be added back into the document. Attorney Meyer and Comptroller Pomainville will finalize the document for the next Board Meeting.

Councilman Haessly provided a Low-Income Tax Reduction Schedule to the Board. Supervisor Hogan suggested the Town Assessor review the proposed tax reduction schedule.

The Board discussed a Bill that was signed by Governor Hochul entitled “An act to amend the real property tax law, in relation to providing all local governments with the option to provide a property tax exemption to volunteer firefighters and volunteer ambulance worker.”

The bill would exempt up to 10% of the assessed value for members who served a minimum of two years. The tax exemption will help improve recruitment and retention of the volunteer fire and ambulance services. After discussion the Board will resume the discussion at the next Board Meeting.

#### LEGAL UPDATE:

Attorney Meyer reported the easement with Kings Plaza has been finalized.

TOWN CLERK REPORT: The 2023 County/Town tax collection began today with approximately \$100,00.00 collected.

The office is receiving many calls from residents regarding the hours of operation of the Kingsbury Transfer Station located on Route 196.

CODE ENFORCEMENT OFFICER & DOG CONTROL OFFICER REPORT: Code Enforcement Officer Humiston provided the attached, a public safety report for 2022.

#### COMPTROLLER REPORT:

A **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 4 ayes for the following budget transfers:

<https://www.kingsburyny.gov>

**TOWN OF KINGSBURY - BUDGET TRANSFER: DECEMBER 31, 2022**

<b>FUND</b>	<b>DESCRIPTION</b>	<b>GL</b>	<b>AMOUNT</b>
<b>GF- WT</b>	FROM: COURT - PERSONAL SERVICES	1.1110.1	\$ 2,516.02
	TOWN BOARD - CONTRACTUAL	1.1010.4	\$ 69.27
	TO: COURT - CONTRACTUAL	1.1110.4	2,585.29
	PURPOSE: FENCING FOR PARKING LOT		
	FROM: CLERK - PERSONAL SERVICES	1.1410.1	\$ 200.00
	TO: CLERK - CONTRACTUAL	1.1410.4	200.00
	PURPOSE: YEAR-END LEGAL ADS & SUPPLIES		
	FROM: CENTRAL GARAGE - PERSONAL SERVICES	1.5132.1	\$ 2,472.77
	TO: CENTRAL GARAGE - CONTRACTUAL	1.5132.4	1,700.00
	TO: STREET LIGHTS	1.5182.4	772.77
	PURPOSE: YEAR-END UTILITIES & SUPPLIES		

The Town is still seeking a Crossing Guard, applicants will be sent to the lead guard to solicit. The new Payroll Software is being set up, the Comptroller will continue to enter in the old software for the first quarter to mirror, to make sure that if any of the reports in the software do not run the way she needs it to she can still run them in the old software and continue to double-check the deductions. The Comptroller reached out to the Town's IT Company to look into getting a VPN so she can remote into the Town's firewall. The Town's IP is not static, in order to have a VPN we must have a static IP. The Comptroller is working on getting that done. The Town's water bills from Queensbury are paid quarterly. Recently the bill was paid and mailed on December 1, 2022, the day before the due date. The Post Office does not meter private metered mail, they only meter stamped mail. The Town of Queensbury received the payment on December 5, 2022 and marked it late because it did not have the post office stamp on it, they do not accept a private metered postage date. The Town has been charged a late fee of approximately \$1,800.00. The Comptroller has attempted to have the fee waived with no success. Supervisor Hogan spoke with Queensbury Supervisor Strough, but has not heard back. The Comptroller will send the penalty fee to the Town of Queensbury.

**HIGHWAY SUPERINTENDENT REPORT:**

The 1 ton and the sander have been sold. The 1 ton was purchased by a man in Virginia and the sander was purchased by someone in New Jersey. Due to the holidays, there has been a delay in the items being delivered. When they are delivered Govdeals, will issue a check to the Town. The highway employees thanked the Board for their generous pay increase for 2023. Superintendent Graham is a member of the State Association and has been bumped up to the 4<sup>th</sup> VP this year. The Board congratulated Superintendent Graham.

SUPERVISOR REPORT:

Supervisor Hogan had a meeting with Village Mayor Barton and DPW Supervisor Mike Fiorillo regarding a water study between the Village and the Town. Mike Fiorillo and Mayor Barton were very positive. Supervisor Hogan will reach out to Mr. Thatcher of C.T. Male who will send some of the proposals they were suggesting then tweak it to address some of the issues the Village has, return it to Mr. Thatcher to get estimates. By January 9<sup>th</sup> Mayor Barton can have a number for up to 50% of the cost and then get Village Board approval to move forward with a water study.

Supervisor Hogan has been in contact with 3 people who are affiliated with the Union Cemetery to see if there is any interest in managing the Moss Street Cemetery. Paul McCarty and Todd Kilmer would like to look at the idea of managing the Moss Street Cemetery.

Supervisor Hogan sent an email to the Board about the new IDA Uniform Tax Exemption Policy (UTEP) and would like Board to review it and provide comments. There are 2 changes which he is concerned with; the IDA wants to get involved with PILOTS on solar and apartments. The IDA would like written comments by February 1, 2023. Supervisor Hogan requested they accept comments until March 1, 2023.

One thing that is not clear is the Town of Kingsbury has veto power over PILOTS, he is not seeing where that has been dissolved, but the IDA is saying that is not part of the UTEP policy but part of the policy manual. He is not certain if there is a way the Town can legally request an official statement from them to say whether or not that is changing.

Supervisor Hogan stated even if the Town vetoes a policy, he is troubled by the IDA being able to grant a sales tax abatement on someone building apartments in our community. It is not long-term job growth; it is not sales tax growth and defies the idea of what the IDA was created for.

Recently there was a solar project before the IDA in Queensbury. The school district attended, and Queensbury Supervisor Strough attended; both parties requested the IDA not grant a PILOT. The IDA granted the solar project a PILOT. The state guidelines state the IDA's are expected to act in the interest of the communities they represent.

Attorney Meyer stated it is almost impossible for municipalities to comment due to the IDA's comment policy. Written comments are to be received 3 days before the meeting and providing notice 10 days before the meeting.

The discussion continued. Supervisor Hogan would like Attorney Meyer to see if the Town's veto authority remains intact with the changes that are pending with the new UTEP.

There being no further business before the Board a **motion** by Councilman Doyle seconded by Councilman Washburn and carried by a vote of 4 ayes to adjourn the meeting at 7:36 pm.

Respectfully submitted,

Cynthia Bardin, Town Clerk