

December 5, 2022 Town Board Meeting Minutes

The first regular meeting was conducted on December 5, 2022, at the Kingsbury Town Hall, 6 Michigan Street, Hudson Falls.

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

OTHERS PRESENT: Rebecca Pomainville, Comptroller
Todd Humiston, Code Enforcement & Dog Control Officer
Michael Graham, Highway Superintendent
Jeffrey Meyer, Town Attorney
James Chase, Retired Water Superintendent
Town Residents: Chip Doty, Cynthia Roberts, John Moskos

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 Doyle.

The minutes of the November 21, 2022, Town Board Meeting were accepted as submitted by the Town Clerk with a **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 5 ayes with a correction requested by Supervisor Hogan, the 2023 County Tentative Budget was passed: not the 2023 County Budget.

Supervisor Hogan opened a discussion on the Large-Scale Development Moratorium which had been passed last year. Supervisor Hogan invited retired Water Superintendent Jim Chase to the Board Meeting; he, Jim Chase, and Village DPW Mike Fiorillo had a meeting earlier that day. Supervisor Hogan recommends the Board extend the moratorium at a minimum of six months. Councilman Doyle asked why it should be extended. Supervisor Hogan explained the Board is not much further than they were when the moratorium began, and the Board should wait until the Comprehensive Plan is complete. Future large-scale projects will need municipal water and sewer hook-up, which is not available at this time. The Town Engineer, Tom Jarrett recommends the Board not allow large-scale residential development until it is figured out. The discussion continued. Jim Chase explained why water capacity is a problem for the Village and Town after a recent fire in the Village.

A **motion** by Councilman Lindsay seconded by Councilman Washburn and carried by a vote of 4 ayes and 1 vote to abstain from Councilman Haessly, to extend the Large-Scale Development Moratorium. The discussion continued, a Village and Town Water Study needs to be conducted to address the water capacity issues. The Comprehensive Plan must be completed before the Town can apply for grants.

A **motion** by Councilman Lindsay seconded by Councilman Washburn and carried by a vote of 5 ayes accepting the following Budget Transfer:

TOWN OF KINGSBURY - BUDGET TRANSFER: DECEMBER 5, 2022

FUND	DESCRIPTION	GL	AMOUNT
HWY-PT	FROM: SNOW REMOVAL CONTRACTUAL	4.5142.4	\$ 1,500.00
	TO: BRUSH & WEEDS CONTRACTUAL	4.5140.4	1,500.00
	PURPOSE: MISC EXPENSES THROUGH YEAR END		

The Comptroller provided an Electronic Banking Policy to the Board. Upon review Town Attorney Meyer recommends the policy be elaborated upon; it is tabled until the next meeting.

LEGAL UPDATE:

Attorney Meyer reported the Town would be obligated to fulfill existing operations with the Moss Street Cemetery Association if they discontinued to operate and maintain it. The Town would have to acknowledge what was done previously and pay for maintenance. The Town would not have to sell new lots and would have to take over where the Corporation is leaving off. Supervisor Hogan will reach out to St. Paul's and Union Cemetery to see how they operate.

TOWN CLERK REPORT:

The Town Clerk received a call from the City of Albany regarding a disabled parking permit that had been issued by the Town Clerk Office. The permit had expired and was in the possession of someone other than the Town resident who had applied for it. The Town Clerk advises applicants to lock their vehicles and keep the permit out of sight when driving and when they are not in use. A local family has been adopted for Christmas.

CODE ENFORCEMENT OFFICER & DOG CONTROL OFFICER REPORT:

The apartment located at the old East Side facility had a septic system failure; it has been red tagged and needs to be completely replaced. The DEC has been contacted and have no issues with the system being replaced. The property has been 95 plus percent signed off as clean. Countryside Veterinary is now called Barks Recreation Veterinary and was the only bid received with significant increases in their prices for services provided impounding lost or stray dogs. Humiston recommends the Town increase the pick-up fee due to the increase in the annual administrative fee. A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 5 ayes to increase the pick-up fees as follows, effective January 1, 2023:
 First time pick-up from \$25.00 to \$50.00
 Second time from \$50.00 to \$75.00
 Third time from \$75.00 to \$100.00

COMPTROLLER REPORT:

The Comptroller has been working on electronic processes for her job duties. The branch manager of Glens Falls National referred her to Heartland Payroll for payroll services. She has received a proposal, the pricing falls in line below what had been previously approved by the Board but never came to fruition. The contract contains language with a guarantee if there are any errors or omissions, they would be liable for any fees or penalties. She has received ghost software to try the program to see if she likes the way it works. They have the required capabilities she needs; they would file the payroll taxes and do the W-2's and mail the checks that would be electronically signed. The employees could be given a portal so they

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can check their account if they wanted to. The paychecks would include the accrual for sick and vacation time. The Board will discuss this at the next meeting.

The Comptroller has implemented the Adobe Pro and has done a test run by sending out contracts for electronic signatures. It will allow the Town to create Pdf's for forms for the Clerk's office and Building and Codes office. A **motion** by Councilman Haessly seconded by Councilman Lindsay and carried by a vote of 5 ayes for the Comptroller to extend the free trial from Adobe to a 1-year subscription for \$20.00 a month.

HIGHWAY SUPERINTENDENT REPORT:

Stanton Fence will install a fence at the Court Parking lot; it may be installed this year if the weather cooperates, otherwise it will be installed in the spring.

Supervisor Hogan requested Highway Superintendent Graham provide an update on the speed limit reduction request that was made by Chip Doty. Superintendent explained to Mr. Doty that a request has been made for the speed limit reduction from Dix Avenue to the intersection of Dean and Casey and Tracy Roads. The Town cannot change the speed limit, New York State DOT will conduct a study and will notify the Town if there is a change. It may be a year or longer before the Town is notified.

The surplus 1-ton will be auctioned with Gov.Deals. They will come and take photos and videos next week or early the following week.

COUNCILMAN REPORT:

Councilman Doyle has a phone scheduled with Nicole Allen of Laberge and will setup a Comprehensive Master Plan Committee on a Tuesday in January and possibly schedule a Public Hearing in February.

Councilman Haessly provided information to the Board about increasing some tax exemptions, the Board will discuss at the next Board Meeting.

SUPERVISOR REPORT:

Supervisor Hogan would like approval to sign the renewal contract from the Greater Glens Falls Transportation, this will be tabled until the next Board meeting.

The DEC will conduct a virtual Public Meeting on December 19th regarding Saratoga Biochar.

PUBLIC COMMENT:

Town resident, Cynthia Roberts thanked the Board for taking careful consideration of the relationship between the moratorium and the Comprehensive Plan.

Town Attorney Meyer commented the amendment to the figures for the tax exemptions must be done and filed with the State by Local Law by March 1, 2023.

There being no further business before the Board a **motion** by Councilman Lindsay seconded by Councilman Doyle and carried by a vote of 5 ayes to adjourn the meeting at 7:23 pm.

Respectfully submitted,
Cynthia Bardin, Town Clerk