

**Town of Jackson Town Board Meeting  
January 6, 2021**

The Town Board of the Town of Jackson met on January 6, 2021 at 1:00 pm at the Town Hall for the annual organizational meeting.

**PRESENT:**

- Jay Skellie..... Supervisor
- Mike Nolan..... Councilman
- Travis Rea..... Councilman
- Carol Rich..... Councilwoman (1:16)
- Edward Rouse..... Councilman
- Tammy Skellie-Gilbert..... Town Clerk
- Sean Carney..... Highway Superintendent (absent)
- Donna Nolan..... Budget Officer
- Mark Mahoney..... Planning Board Member

**Also present:** Christine Eldred, Eagle Press; Bob Graham, Salem Fire Department

**RESOLUTION #1-21**

Following the reading of the minutes, a motion by Councilman Rea, seconded by Councilman Nolan; Resolution passed 4-0, **to accept the December 30, 2020 Town Board minutes with one amendment.**

**RESOLUTION #2-21**

A motion by Councilman Rouse, seconded by Councilman Nolan; Resolution passed 4-0, **to approve the Town Clerk & Supervisor Reports for December 2020 as follows:**

Town Clerk Fees to Town	\$103.76
Supervisor Receipts	\$118,541.95
Supervisor Disbursements	\$116,346.12

**REPORTS**

**Highway**

- The insurance estimate to repair the pick-up truck is \$1,516.25.
- One of the plow trucks sustained damage to its wing therefore the insurance adjuster will return to assess the damage.

**Salem Fire Department** – Bob Graham from the Salem Volunteer Fire Department was present to share year-end activity totals for 2020.

- 136 calls (2,172 hours)
- 34 active members, 10 active support members

- Annual testing and/or inspections for equipment were evaluated and either passed or were repaired.
- Many fundraisers were completed
- Total number of volunteer hours was 6,816

[Councilwoman Rich arrived]

**Planning Board** – Planning Board member Mark Mahoney was present to share the following from the January 5<sup>th</sup> Planning Board meeting:

- The Board reviewed a sketch plan for a one-lot subdivision of approximately three acres from a 57-acre parcel off Bowen Hill Road owned by Bill and Laura Zeppetelli;
- Continued to review the Borrego Community Solar Project which resulted in needing permission from Town Board to expand the legal services from Whiteman, Osterman and Hanna, LLP.

**RESOLUTION #3-21**

A motion by Councilman Rea, seconded by Councilman Nolan; Resolution passed 5-0,

**WHEREAS**, the Jackson Planning Board requested specific legal services to write a decommissioning bond on behalf of the Town for the Borrego Community Solar Project located at 2609 State Route 22; and,

**WHEREAS**, the Town Board approved the Town Supervisor signing the *Proposal for Provision of Legal Services* to the Town of Jackson from Whiteman, Osterman and Hanna, LLP on December 2, 2020; and,

**WHEREAS**, the Planning Board has since identified two additional legal documents that need to be written; and,

**WHEREAS**, the last paragraph of the *Proposal for Provision of Legal Services* states, *This agreement will apply to any additional matters we agree to undertake upon your behalf unless we enter into an express written agreement reflecting an alternate arrangement;* and,

**NOW THEREFORE IT BE RESOLVED**, that the Town Board approves to expand the legal services provided by Whiteman, Osterman and Hanna, LLP to write an escrow agreement for engineering services during the construction and post-construction follow-up; and,

**BE IT FURTHER RESOLVED**, that another escrow agreement (or performance bond) be written by the same legal firm to cover operations and maintenance once the project is fully operational; and,

**BE IT FURTHER RESOLVED**, that the applicant will pay for all legal services as defined in Article 402 of the Town of Jackson Site Plan Review Law.

- Mr. Mahoney also discussed the potential need for a solar law. The Town currently has a law opting-out of solar tax exemptions that was passed in 2017. As commercial solar projects become more common and State regulations have eased, a local law might provide the town with more protection when reviewing future site plan solar projects. The Town Board agreed to have the Planning Board review existing solar laws.

**OLD BUSINESS**

**Emergency Preparedness Plan** – The Board discussed the Emergency Preparedness Plan and made suggestions to modify a couple of sections. The Town Clerk will make edits and review them with Tim Riecker before sharing the changes with the Town Board at the February meeting.

**Annual Volunteer Town Dinner** – Due to COVID-19, the Town Board will take a “wait and see” approach before making plans for the Annual Volunteer Town Dinner.

**Governor Cuomo’s Executive Order 202.83** – Since the December 30<sup>th</sup> meeting, Assessor McLenithan learned that Governor Cuomo’s Executive Order 202.83 allowing municipalities to pass a resolution permitting assessors to grant income-based exemptions in 2021 without completing a renewal application to all property owners who received that exemption on the 2020 assessment roll has become a law. Therefore, the Town Board will not need to pass a resolution.

**NEW BUSINESS**

**RESOLUTION #4-21**

A motion by Councilwoman Rich, seconded by Councilman Rea; Resolution passed 5-0, **to approve the following appointments for the year 2021:**

- |   |                                 |
|---|---------------------------------|
| • Deputy Supervisor   | Michael Nolan                   |
| • Deputy Town Clerk/Collector/<br>Registrar                     | Victoria Ruggles                |
| • Deputy Highway Supt.  | Richard Bentley                 |
| • Chairman of Assessors   | Jean McLenithan                 |
| • Chairman of Planning Board                                    | Amy Maxwell                     |
| • Chairman Bd. Of Review  | Neal Rea                        |
| • Budget Officer to Supervisor                                  | Donna Nolan                     |
| • Court Clerk   | Jacquelyn Donisthorpe           |
| • Registrar of Vital Statistics /<br>Records Management Officer | Tammy Skellie-Gilbert           |
| • Town Historian  | James Kennelly                  |
| • Dog Warden  | Animal Safe Rehabilitation, LLC |
| • Attorney for Town   | D. Alan Wrigley                 |
| • Health Officer /<br>Wetlands/FEMA Administrator               | Jay B. Skellie                  |
| • Health Board  | Town Board                      |



**Supervisor Report** – Supervisor Skellie shared that the individuals who held the positions of Chairman, Vice-Chair and Budget Officer on the Board of Supervisors in 2020 will continue in those rolls in 2021. The County has received applications for the position of County Administrator. They hope to have the search process complete by March 1<sup>st</sup>.

**RESOLUTION #12-21**

A motion by Councilman Rea, seconded by Councilman Rouse; Resolution passed 5-0, **to approve payment of the following bills as audited on January 8, 2020, Abstract #1 and authorized the Supervisor to pay said bills from the respective funds:**

FUND	BILL #	AMOUNT
General	1-4	\$1,982.10
Highway	1-7	\$7,795.47

**RESOLUTION #13-21**

A motion by Councilwoman Rich, seconded by Councilwoman Nolan; Resolution passed 5-0, **to approve the following budget amendment in the Highway fund:**

- ~~• Add \$8,900.00 to the Machinery contractual line item as a result of receiving additional CHIPs money (see Town Board minutes October 21, 2020).~~
- As a result of receiving additional CHIPs money, \$8,900 will added to the 2021 budget divided among the following line items:
  - \$3,000 to DA5110.4 General Repairs
  - \$3,000 to DA5120.4 Bridges
  - \$2,900 to DA5130.4 Machinery

~~**Additional Funds**—Due to increased property sales in 2020, the Town received additional mortgage tax. The Board decided the funds should be set aside to be used to pay highway employees for their unused sick time when they retire.~~

**Leftover Funds –**

- Due to increased property sales in 2020, the Town received more mortgage tax than was originally budgeted. This money is part of the General Fund.
- In preparation for when highway employees retire or leave employment in the future, the Board decided funds should be set aside in the Highway Fund to pay for accrued, unused sick time. The funds will come from money that is leftover in the Highway Fund beyond what was budgeted for the 2021 budget.

The meeting was adjourned at 2:15 pm.

Respectfully submitted,

Tammy Skellie-Gilbert, RMC  
Town Clerk

Amendments in tracking