

**Town of Jackson Town Board Meeting
May 4, 2022**

The Town Board of the Town of Jackson met on May 4, 2022 at 8:00 pm at the Town Hall for the regular monthly meeting.

PRESENT:

- Jay Skellie..... Supervisor
- Travis Rea..... Councilman
- Carol Rich..... Councilwoman
- Edward Rouse.....Councilman
- Jennifer VanDeWater..... Councilwoman
- Molly Dixson..... Town Clerk
- Sean Carney..... Highway Superintendent
- Donna Nolan..... Budget Officer

Also present: Former Town Historian Sharon Dunn as well as former Town Clerk Tammy Skellie-Gilbert.

8:03 PM PUBLIC HEARING – LOCAL LAW #1 OF 2022

Supervisor Skellie opened the public hearing to any comments or concerns on the proposal of Local Law #1 pertaining to the increase in salary of the Town Clerk for the 2022 fiscal year. At this time, Tammy Skellie-Gilbert spoke up to advise the raise and stated that the figure in question for increase is more aligned with other local Town Clerk’s pays and is a fair amount. There being no other comments or concerns at this time, the Public Hearing closed at 8:05 pm.

8:05 PM OPEN REGULAR MEETING

The Town Clerk relayed the following update on assessment grievances and the reviewal process from Board of Assessment Review Chair Neal Rea:

Please be advised that if anyone wants to contest their assessment, there are Real Property Complaint forms available at the Town Clerk’s office to be filled out in completion before Grievance Day. The Assessors will be here to help fill out the forms and make any proper comparisons on May 12th between 10am and 2pm, May 16th between 4pm and 8pm, May 21 between 10am and 2pm and May 23rd between 10am and 2pm. Grievance Day will be held on May 24th from 4pm – 8pm and will go by appointment. If needed, another day will be arranged to see more people.

RESOLUTION #42-22

A motion by Councilwoman Rich, seconded by Councilman Rea; Resolution passed 5-0, **to accept the April 6th meeting minutes as read.**

RESOLUTION #43-22

A motion by Councilman Rouse, seconded by Councilwoman Rich; Resolution passed 5-0, **to approve the Town Clerk & Supervisor Reports for April 2022 as follows:**

Town Clerk Fees to Town	\$287.25
Supervisor Receipts	\$21,649.82
Supervisor Disbursements	\$61,024.67

REPORTS

Highway – Supt. Carney was present to report that the Highway Department has been working on the gravel screen. They also have been sweeping and grading several roads, as well as cutting down dead trees on Reafield, Scotch Hill, Wallace, Wood, and Colfax. They have been ditching and tiling wet spots as well as repairing and installing culverts. He mentioned that any extra CHIPs money would most likely be absorbed by the price of gravel. He also stated that he doesn’t know when paving will begin.

Auditors – The Auditors of the Court accounts reported that upon reviewal of the Court books, everything looked to be in order.

RESOLUTION #44-22

A motion by Councilman Rea, seconded by Councilman Rouse; Resolution passed 5-0, **to approve the audit committee’s review of 2021 Justice books on April 23, 2022.**

Planning Board – Supervisor Skellie reported on Tuesday night’s Planning Board Meeting as Chair Amy Maxwell could not be in attendance.

- The Planning Board is still looking for another member and continues to request that anybody interested in joining please let them know.
- Borrego Solar was granted a 1-year extension on their solar project after sharing their hold-up due to an incentive payment plan with the state.
- There was a Public Hearing for the Battenkill Riversports project. The project is currently going through the proper motions with the Health Department.
- There were several subdivisions and site plan reviews.
- There will most likely be a joint Town and Planning Board Meeting to go over the Solar Law Draft. The PB is still getting legal input and refining certain items so as not to limit owners while still protecting the Town.

OLD BUSINESS

- The Board briefly discussed going out to bid for a large generator for the Highway Barn. The discussion was tabled until further information is gathered.
- The Town will be participating in the Battenkill Conservancy-run Community River and Roadside Cleanup on May 14th-15th. There will be a dump truck parked at the Highway Barn for residents to throw any garbage and debris picked off from the roadside or river areas.
- Following the request from the Cambridge Food Pantry in April’s Meeting, the Board discussed donating some funds from the CARES Act to their organization, which is based entirely off of donations from the community.

RESOLUTION #45-22

A motion by Councilman Rea, seconded by Councilwoman VanDeWater; Resolution passed 5-0, **to donate \$1,000 from the Town’s COVID Economic Relief funds to the Cambridge Food Pantry.**

RESOLUTION #46-22

VOTE ON LOCAL LAW #1 – Increase the Salary of the Jackson Town Clerk for the 2022 Fiscal Year

A motion by Councilwoman VanDeWater, seconded by Councilman Rea; Resolution passed 4-1 by roll call vote, **to adopt Local Law #1 of 2022.**

Councilwoman Rich	Aye
Councilwoman VanDeWater	Aye
Supervisor Skellie	Aye
Councilman Rouse	Nay
Councilman Rea	Aye

WHEREAS, the Town Board of the Town of Jackson held a public hearing on May 4th, 2022 to consider the adoption of Local Law #1-2022 to Increase the Salary of the Jackson Town Clerk for the 2022 Fiscal Year; and,

WHEREAS, it is pursuant to New York State Town Law §27 and Municipal Home Rule Law §10 to authorize the Town Board to increase the salary of certain elected officials of the Town to an amount in excess of the amount specified in the preliminary budget for not more than one fiscal year; therefore be it

RESOLVED, that the salary of the Town Clerk is hereby increased from \$14,539, the amount which was specified in the preliminary budget of the Town for the year 2022, to \$19,656, the increase to be paid retroactively to the month of April and evenly over the remainder of the fiscal year following the effective date of this local law.

- Supervisor Skellie along with Councilman Rea and Highway Supt. Carney met to discuss the Culvert NY Project with representatives from the NYS Department of Transportation as well as the Project Manager for McFarland Johnson, the design company affixed with designing the bridge project on Murray Hollow Road. They addressed concerns that reimbursement to the Town from the State would take too long and put a burden on the Town’s budget. They were reassured that the State’s reimbursement system has improved and payback would most likely only take weeks as opposed to months. They were also drafted a summary of design and construction costs to keep the project within the means of the grant money. The Town can save on potential construction costs by having the Highway Dept. assume some of the work load.

RESOLUTION #47-22

A motion by Councilman Rouse, seconded by Councilwoman VanDeWater; Resolution passed 5-0, **to approve the following resolution authorizing the implementation and funding of 100% of the costs of a transportation project, of which qualified costs may be reimbursed from Bridge NY funds.**

WHEREAS, a project for the **Bridge NY Culvert, Murray Hollow Road over Murray Hollow Brook Replacement, Town of Jackson, P.I.N. 1762.13** (the “Project”) is eligible for reimbursement of qualified costs from Bridge NY funding that calls for the post-reimbursement apportionment of the qualified costs to be borne at the ratio of 100% Bridge NY funds and 0% non-Bridge NY funds; and

WHEREAS, the **Town of Jackson** will design, let, and administer all phases of the Project.

WHEREAS, the **Town of Jackson** desires to advance the Project by making a commitment of 100% of the costs of Design, ROW Incidentals & Acquisition, and Construction/CI work for the Project or portions thereof.

NOW, THEREFORE, the **Town of Jackson** Board, duly convened does hereby

RESOLVE, that the **Town of Jackson** Board hereby approves the Project; and it is hereby further

RESOLVED, that the **Town of Jackson** Board hereby authorizes the **Town of Jackson** to pay 100% of the cost of Design, ROW Incidentals & Acquisition, and Construction/CI work for the Project or portions thereof, with the understanding that qualified costs will be reimbursed from Bridge NY funding; and it is further

RESOLVED, that the sum of **\$998,000.00 (nine hundred ninety-eight thousand dollars and zero cents)** is hereby appropriated and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that the **Town of Jackson** BOARD hereby agrees that the **Town of Jackson** shall be responsible for all costs of the Project, including costs which exceed the amount of reimbursement available from the NY Bridge Funding awarded to the **Town of Jackson** ; and it is further

RESOLVED, that in the event the costs of the Project exceed the amount appropriated above, the **Town of Jackson** Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the **Town of Jackson** BOARD hereby agrees that **Town of Jackson** hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and it is further

RESOLVED, that the **Supervisor** of the **Town of Jackson** be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the **Town of Jackson** in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs, and it is further

RESOLVED, that the **Town of Jackson** will be responsible for all maintenance of the Project; and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and it is further

RESOLVED, this Resolution shall take effect immediately.

NEW BUSINESS

- There is an individual in the Town of Jackson interested in buying a property owned by the Town located on Plains Road. Highway Superintendent Carney shared that he thinks the Town should keep the property as the Highway Department uses it often to dump brush. The Board discussed the options and thought it best to bid out the property in the paper so other Town members have an option to purchase it. The discussion was tabled at this time for further consideration.
- The Supervisor reminded the Board that the Town is still sitting on a large sum of ARPA grant money. The Board discussed the potentials of usage for it, such as seed money to continue to provide internet access to those who don't currently have it. He suggested the Town form a committee to discuss how to effectively spend the funds.
- Former Town Clerk Tammy Skellie-Gilbert spoke to relay to the Board that Charter Communications keeps sending their Annual Franchise Fee Payment to her home address which has not been the Town Clerk's Office address for a few years. She has reached out to them several times in the past to resolve this matter to no avail. Supervisor Skellie asked that the current Town Clerk Molly Dixson contact the Washington County Treasurer's Office to address this matter with them directly.

Supervisor Report –

- The new lights on the Shushan Bridge will have a manual on/off switch after complaints from some local people. The switch will be accessible by the Town of Salem and the Shushan Fire Department and will be there in case of emergency.

RESOLUTION #48-22

A motion by Councilman Rea, seconded by Councilwoman VanDeWater; Resolution passed 5-0, **to approve the following budget transfer:**

- A1620.4 Town Building Miscellaneous to A1620.4 Town Building - Fuel- Town Garage for \$600

RESOLUTION #49-22

A motion by Councilman Rea, seconded by Councilwoman VanDeWater; Resolution passed 5-0, **to approve the payment of the following bills as audited on May 4, 2022, Abstract #5 and authorized the Supervisor to pay said bills from the respective funds:**

FUND	BILL #	AMOUNT
General	45-51	\$675.34
Highway	66-88	\$9,470.28

RESOLUTION #50-22

A motion by Councilwoman Rich, seconded by Councilman Rouse; Resolution passed 5-0, **to adjourn at approximately 9:23pm.**

The meeting was adjourned at 9:23 pm.

Molly Dixon, Town Clerk