

Town Board
2022 End of Year Meeting
Tuesday, December 27, 2022
9:30am

This meeting is being held in person in Town Hall but we are allowing remote access. This meeting is being recorded and the recording will be posted online within five business days.

Members Present: Supervisor Mettler, Councilperson Wolf, Councilperson Gansowski, Councilperson Judd and Councilperson Sullivan.

Present: Town Clerk, Lynn Connolly, Highway Superintendent, William Gregory, Administrative Assistant to the Supervisor, Gwen Menshenfriend, Town Accountant, Robert Patterson

Call to Order

Supervisor Mettler opens the Town Board meeting with the Pledge of Allegiance at 9:00am.

Supervisor Mettler states that this meeting is being recorded and is open to the public remotely. The recording will be posted to the website.

New Business

a. Approval of Payment

A motion was made by Councilperson Gansowski and seconded by Councilperson Wolf to approve a payment of \$40.90 to United Healthcare which was made pre-audit to avoid late fees or interruption of coverage.

All in favor. Motion approved.

Supervisor Mettler states that we have a payment that needs to be paid on behalf of Michael Bradway of \$606 but it does not need a vote but has a form for the Town Board to sign off on.

b. Refunds to Employees

After reviewing deductions of ADP, Ms. Menshenfriend came across some discrepancies that she brought to the attention of Robert Patterson that some employees got deducted voluntary disability and some did not which was not supposed to happen because government employees are not supposed to have this deduction. The total amount is \$123.72. A letter has been generated to be sent with the payment to the employees. The refunds range from \$3.21-\$38.40.

Authorization from the Town Board is not needed because this is a payroll matter.

Supervisor Mettler and the Town Board thank Ms. Menshenfriend for finding this.

c. Update on Cold Storage Building

Supervisor Mettler mentions to the Town Board that she received an email from Highway Supervisor Gregory stating that he fell and has two broken ribs and will not be able to attend today's meeting and will be out of work for a few days.

Highway Supervisor Gregory expresses in his email that regarding the cold storage building is the likelihood of an unanticipated price increase. It was thought that it would come in at around \$300,000. After meeting with the engineer from CPL and speaking with Wes Coons, the contractor that built Ancram's garage twice, it looks like it may actually end up between \$500,000 and \$600,000 which is due to inflation and supply demand costs. We are scheduled for CPL to advertise the bid specifications early in January and open the bids in March. We really will not know for sure until then.

Councilperson Gansowski states that these are nice figures compared to the \$1,600,000 that the engineer originally quoted at \$600 per square foot. Ancram's garage was built in 2019.

After a brief discussion, Supervisor Mettler states that we will go forward and advertise for bids.

d. Ex Officio member of CAC-Edit CAC Mission Statement

Supervisor Mettler states that as the Town Board will recall, Cara Boyle came and gave us a presentation on the Taghkanic Wastewater Plan and then the Town Board nominated her to be our representative on the Columbia County Environmental Council that was approved by the Board of Supervisor's so she is on that council but she is not on our local advisory committee.

A motion was made by Councilperson Judd and seconded by Councilperson Sullivan to add the following sentence to the CAC Mission statement: In addition to the regular members of the Committee, all appointed by the Town Board, the Copake representative to the Columbia County Environmental Council shall serve as an ex officio member of the Committee and shall have all voting and other rights as all other members.

A brief conversation ensued.

All in favor. Motion approved.

e. Organizational Meeting

Supervisor Mettler mentions that she has one new resolution regarding expenditures by the Supervisor that she would like the Town Board members to approve at the Organizational Meeting. This would authorize the Supervisor to spend up to \$500 prior to Board approval. This Resolution will be presented at the Organizational Meeting.

Supervisor Mettler reports to the Town Board that she was advised by Bryan Van Tassel that he and Hollie Van Tassel are stepping down as Summer Camp Director's. Supervisor Mettler asks for the Town Boards approval to advertise for the position of Summer Camp Director which she receives.

f. Engagement Letters

Supervisor Mettler states that she has provided the Town Board with copies of Bob Patterson's engagement letters for his audits of the Town Clerk, Tax Collector, and the Copake Justice Court.

A motion was made by Councilperson Wolf and seconded by Councilperson Gansowski to approve and accept Robert Patterson's letters of engagement for the year 2023.

All in favor. Motion approved.

A motion was made by Councilperson Gansowski and seconded by Councilperson Wolf to approve and accept Robert Patterson's letter of engagement as accountant for the year 2023.

All in favor. Motion approved.

A brief conversation ensued.

g. Interest Rates

Supervisor Mettler called the Bank of Greene County and spoke with Don McCormack about our interest rates and he is willing to raise our interest rates on our money market to 2, currently they are less than 1%. Also on the two bigger accounts, the General and Highway Funds to 1 which is better than what it had been. Supervisor Mettler also called TD Bank which is where we keep our Reserve Funds and they said their rates are going up. Most recently they were 2.02 with the federal increases they are going up to 2.25. TD Bank also suggested CD's which are at 4.2 and over. Supervisor Mettler will send this information to the Town Board.

A brief conversation ensued.

A motion was made by Councilperson Wolf and seconded by Councilperson Gansowski to authorize the Supervisor to put up to \$1,000,000 into a CD at TD Bank for six months at a rate of 4.57%.

All in favor. Motion approved. Supervisor Mettler will make this transfer today.

Financial Review

Supervisor Mettler has shared with the Town Board a fund balance analytical report which has been created by Mr. Patterson and the 2022 and 2023 town warrant so it can be compared and discussed. This Town Board approved a fund balance policy on January 4, 2022. Mr. Patterson discusses all of this with the Town Board. Mr. Patterson advised the Board that the analytics demonstrate that the Town is doing very well financially. In the 2023 Budget the Town Board is using fund balance to pay for projects

and this is the first time this has been done in a long time. Mr. Patterson is very pleased with the Town's progress in addressing the fund balance.

Councilperson Gansowski raises the question of whether the Town should have an outside audit.

Mr. Patterson recommends that if this were to be done they should audit 2019 because that is the point where you have a change in Supervisor and states that this would be a full financial audit and cost the town around \$28,000 for an outside auditor.

Executive Session

A motion was made by Councilperson Wolf and seconded by Councilperson Sullivan to go into Executive Session to discuss potential litigation and personnel matters.

All in favor. Motion approved.

A motion was made by Councilperson Wolf and seconded by Councilperson Gansowski to come out of Executive Session.

All in favor. Motion approved.

There were no decisions made in Executive Session.

Adjournment

A motion was made by Councilperson Gansowski and seconded by Councilperson Sullivan that the Town Board meeting be adjourned.

All in favor. Motion approved.

Next monthly meeting-Thursday, January 12, 2023, 7:00pm

Organizational Meeting-Tuesday, January 3, 2023, 4:30pm

Respectfully submitted,

Lynn M. Connolly