

TOWN OF AUSTERLITZ

Columbia County
New York

Robert Lagonia

Supervisor

**Regular Meeting
February 15, 2024
7:00 p.m.**

*****AGENDA*****

Please understand that this agenda is provided at an early date to provide the public with as much information as possible, but it is also subject to change as meeting material is often not available until the very day of the meeting.

- 1.) Regular Meeting Called to Order**
- 2.) Moment of Silence, Followed by the Pledge of Allegiance**
- 3.) Roll Call**
- 4.) Minutes**
- 5.) Budget Amendment/Auditing of Accounts and Claims**
- 6.) Reports**
 - A.) Monthly Cash Disbursements
 - B.) Supervisor
 - C.) Highway Superintendent
 - D.) Town Clerk/Tax Collector
 - E.) Planning Board
 - F.) Comprehensive Plan Oversight Committee
 - G.) Building Inspector
 - H.) Justice Court
 - I.) Dog Control Report
 - J.) Climate Smart Cmt Report
- 7.) Correspondence**
 - A.)
- 8.) Unfinished Business**
 - A.) BAR Appointment
- 9.) New Business**
 - A.) Highway Form 284
 - B.) Resolution #31-2024, Introductory Local Law #1-2024
 - C.) Resolution #32-2024, Fund Balance Policy
- 10.) Public Comment**

11.) Adjournment

Next Regular Town Board Meeting March 21, 2024

Town of Austerlitz
Regular Town Board Meeting
January 18, 2024

Present: Robert Lagonia, Town Supervisor, Christopher Schober, G. Vogler, Cara Humphrey, Ken Kaplan, Town Board Members, Susan Haag, Town Clerk and Peter Fitzpatrick, Highway Superintendent.

Regular meeting called to order at 7:01 p.m.

Moment of Silence followed by the Pledge of Allegiance.

Minutes

A motion to accept the December 21, 2023 Meeting minutes was made by C. Schober and second by G. Vogler.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: abstain

K. Kaplan: abstain

Motion carried 3:2.

A motion to accept the January 2, 2024 Organizational Meeting minutes was made by G. Vogler and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Reference Material

FEB 15 2024

For
Town Board Meeting

2023 Budget Amendments

A motion to authorize the following Highway Fund budget amendments to the 2023 budget was made by G. Vogler and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

**Highway
Fund**

DA9010.8 RETIREMENT

**Increase to
Appropriations**

**Decrease to
Appropriations**

17,300.00

DA5110.41	HIGHWAY REPAIRS & MAINT	17,300.00	
DA5142.1	SNOW REMOVAL (PAYROLL)		3,990.00
DA5140.1	BRUSH & WEEDS	3,990.00	
DA9060.8	HOSPITALIZATION		2,010.00
DA9090.8	UNIFORMS	2,010.00	

A motion to authorize the following General Fund budget amendments to the 2023 budget was made by C. Schober and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

General Fund		Increase to Appropriations	Decrease to Appropriations
A1990.4	CONTINGENT		63,100.78
A1010.1	TOWN BOARD	0.40	
A1110.1	TOWN JUSTICE	0.16	
A1410.1	TOWN CLERK	0.20	
A1420.4	ATTORNEY	11,100.00	
A1620.1	BUILDING	0.02	
A1620.4	BUILDING	30,000.00	
A1910.4	INSURANCE	2,000.00	
A3120.4	POLICE	20,000.00	
A3620.11	BUILDING INSPEC CLERK		4,625.10
A3310.4	TRAFFIC CONTROL	3,600.00	
A3510.4	DOG CONTROL	175.00	
A3620.1	BUILDING INSPECTION	0.10	
A3620.4	BUILDING INSPECTOR	850.00	
A5132.4	GARAGE		812.26
A4020.1	REGISTRAR	0.06	
A5010.1	HIGHWAY SUPER	0.20	
A5182.4	STREET LIGHTING	812.00	
A9010.8	RETIREMENT		6,347.00

Reference Material

FEB 15 2024

For
Town Board Meeting

A6772.4	AGED PROGRAMS		348.00	
A7140.4	PLAYGROUNDS			
		2,500.00		
A7310.4	YOUTH PROGRAMS			
		1,382.00		
A7510.1	HISTORIAN		915.00	
A7510.4	HISTORIAN		32.00	
A7550.4	CELEBRATIONS			
		1,170.00		
A8025.4	JOINT PLANNING			7,554.00
	BOARD			
A8010.4	ZONING		69.00	
A8020.11	PLANNING CLERK			
		7,400.00		
A8020.4	PLANNING		85.00	
				68,538.14
		68,538.14		

Auditing of Accounts and Claims

A motion to authorize payment of the January General Fund, #1-43 in the amount of \$33497.09 and Highway Fund, #1-11 in the amount of \$8676.75 was made by C. Schober and seconded by C. Humphrey.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Reference Material

2024

For
Town Board Meeting

Reports

Supervisor's Report

Supervisor Lagonia advised that he spoke to the Accountant for the Town, Bryan Sherman, and he is working on the 2023 AUD for the Town. Once this is completed by the end of February, it will be filed with the State and will be forwarded to all the Board Members. Supervisor Lagonia noted the end of the year financials.

On a County level, Supervisor Lagonia noted he continues to be the Chairman of the Public Safety Committee. R. Lagonia is currently testing a new ATT phone and notes the service is much better than other carriers in our area. Supervisor Lagonia is very impressed with the new County District Attorney who is working hard to staff his office, both with attorneys and clerical help and that is almost complete. He is very easy to work with. There are also 2 new justices on the County level.

Supervisor Lagonia advised that the moratorium the Town has in place runs out in April and will need to be extended. The updated Comprehensive Plan will most likely be presented to the

Town Board and the public at some point next month, but still will not be complete. Until the updated Comprehensive Plan is adopted, and changes are made to our Zoning Code, the moratorium will need to continue to be in place. The Town Board will need to decide a time frame for the extension.

Highway Report:

Just like that, another year has passed. January is here and will soon be gone too!!

Temperatures have continued to be a rollercoaster, up and down. The lack of frost, high winds and abundance of rain has been challenging, and left us with several messes to clean up. All things considered, we have fared rather well and gotten most of the damages cleaned up. Had minimal snowfall so far, a couple snow events that went smoothly. One of the older plow blades did break and will need some welding, nothing we can't handle fixing and we do have a spare so minimal time was lost.

We were able to get a couple more compromised culverts changed out due to the warm winter we've had so far.

We did finish one of our projects fixing a worn plow moldboard and rebuilding the shoes, it's back in service plowing and we're very pleased with the outcome.

The boom mower has been mounted to the tractor and is ready to start the winter brush cutting season.

We have continued with cutting of dead ash and other trouble trees along another section of Fog Hill Road. This is a long-term project with very noticeable results. It's amazing the difference in the amount of debris and tree damage along the sections we've done compared to where we haven't after the storms we have had.

We got several battery disconnect switches installed so now most of our fleet has them. This is a new requirement of our insurance carrier for our heavy trucks, though we have always had them on much of our heavy equipment and some of the trucks.

The new grader tires performed very well after the last snow storm and will serve us well. We have some worn out pins to replace and rebush on the blade frame, this is one of our more involved winter maintenance projects we will be starting soon.

The next month we expect to be divided mostly between trimming brush and equipment maintenance between winter storms.

Stay warm and well, longer days are ahead!

End of Report

Reference Material
Feb 13, 2024
For
Town Board Meeting

Highway Superintendent Fitzpatrick noted that there have been a couple of wind storms in the last few weeks which left debris everywhere. The small snow storms were not that bad. The crew continues to cut trees along the roads and will be cleaning up brush next week.

Supervisor Lagonia stated that previous Town Board Member, Maureen Wilson was a champion for a warming station at the Town Hall. This could not happen because we do not have a generator. The Austerlitz Fire Company has a generator and is willing to have a discussion concerning a warming station if people can be found to man the station when a situation arises. Interesting, no one ever asks the Town about a place to go if they lose power.

Town Board Member Vogler questioned Highway Superintendent Fitzpatrick concerning his progress towards a road plan. Highway Superintendent Fitzpatrick has not started a road plan yet, and is asked to do so. Member Vogler noted that a road plan will help to have all involved be more informed during budget preparation and adoption. It can also be used to inform the public what projects are slated when and how much these projects will cost. The Town's finances need to be utilized in the best possible way. Supervisor Lagonia explained to the new members of the Town Board what a Highway Form 284 is, how it works, and where the money comes from for highway projects.

Town Clerk Report for the month of December, 2023 submitted.

Town Clerk Haag noted she paid the Supervisor the warrant amount for the 2024 tax cycle.

Planning Board Report for the month of January 2024 submitted.

The Town Board discussed a possible project coming before the Planning Board in the near future where the old Spencertown Store used to be.

No Comprehensive Plan Advisory Committee Report.

Town Board Member Vogler advised that the updated Comprehensive Plan draft is out for internal review. Once comments come back and are considered, with any possible changes, it will be put out for public review.

Building Inspector/Code Enforcement Report for the month of December 2023 and Year End was submitted. It was noted that one property owner on State Route 203 has been complying and cleaning up his property.

Justice Cassuto Justice Court Report for the month of December 2023 submitted.

Justice Grubin Justice Court Report for the month of December 2023 submitted.

Dog Control Report for the month of December 2023 submitted.

Climate Smart Report

Climate Smart Coordinator Kathryn Beilke submitted a report explaining why a revised CAP had to be completed and accepted by the Town Board. An error was found and since the CAP would be attached to the Comprehensive Plan update, this error needed to be corrected. Town Board

Member Cara Humphrey explained in more detail. Once the revision is approved, the new CAP will be sent to Nan Stolzenburg. The Climate Smart Community Task Force is looking to apply for silver status this year.

A motion to adopt the revised CAP dated January 2024 was made by C. Humphrey and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Member Humphrey questioned the Town hosting another Repair Café since the Town has been asked to commit for a 2024 date. The Town will host April 13, 2024 and the Town Board will discuss parameters as time gets closer.

The Climate Smart Community Task Force is working on compiling feedback for the Comprehensive Plan update. Videos are being put together in support of the climate smart goals. The Task Force would like to have a Saturday informational session for residents concerning solar: what's available, costs, grant opportunities, etc. Maybe this can happen mid-summer.

Supervisor Lagonia noted that Columbia County is having its 250th celebration. Each Town has been asked to form a committee and Supervisor Lagonia has asked Tom Moreland, Sam Tassinari, Barbara Smith, Nick VanAlstine and David Harrison. The celebration will be in 2 years.

A motion was made to accept the monthly reports by G. Vogler and seconded by C. Schober.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Correspondence

NY Department of Ag and Markets Municipal Shelter Inspection Report completed on 12/26/23. Dog shelter services were rated satisfactory.

NYS Department of Ag and Markets Officer Inspection Report completed on 12/26/23. DCO services were rated satisfactory.

Unfinished Business

Window Replacement: Historical Center

Two bids were received as follows:

Window Depot

71 Oliver Street
Cohoes, New York 12047
Gary Grimaldi, Board Member
\$6500.00
Trip Charge: \$200.00
Add \$2340.00 for external grids and \$900.00 to upgrade to triple pane

Weather Shield
PO Box 100
Medford, Wisconsin 54451
\$9307.35

The Town Board discussed options and how they would like to have the windows actually look in respect to grid and pane options. Discussed money available for this project. Member Schober noted he believes there is grant money to pay for this replacement project.

Member Humphrey advised she is working on updating the financial statements for the Climate Smart Community Task Force.

A motion to accept the bid from Window Depot, for \$8840.00 to replace the windows at the Historical Center was made by R. Lagonia and seconded by K. Kaplan.

R. Lagonia: yes
G. Vogler: yes
C. Schober : yes
C. Humphrey: yes
K. Kaplan: yes
Motion carried 5:0.

Reference Material
FEB 15 2024
For
Town Board Meeting

New Business

2022 Town Clerk/Tax Collector Audit

Bryan Sherman, Accountant for the Town, performed an audit of the Town Clerk and Tax Collector books for the 2022 year stating that no findings or instances of noncompliance with record keeping requirements were found.

A motion to accept the audit of the Town Clerk/Tax Collector for the 2022 year done by Smith Watson was made by G. Vogler and seconded by C. Schober.

R. Lagonia: yes
G. Vogler: yes
C. Schober : yes
C. Humphrey: yes
K. Kaplan: yes
Motion carried 5:0.

2022 Town Supervisor Audit

Bryan Sherman, Accountant for the Town, performed an audit of the Town Supervisor books for the 2022 year stating that no findings or instances of noncompliance with record keeping requirements were found.

A motion to accept the audit of the Town Supervisor for the 2022 year done by Smith Watson was made by C. Schober and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Supervisor Lagonia noted that the 2022-2023 audit of Court records will be done soon.

2024 Agreement to Provide Emergency Medical Services

A motion to authorize Supervisor Lagonia to sign the 2024 Agreement to Provide Emergency Medical Services with the Chatham Rescue Squad Inc. was made by C. Humphrey and seconded by G. Vogler.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Reference Material

February 2024

For
Town Board Meeting

Supervisor Lagonia noted that presentations are being done on the County level for EMS services.

Code Enforcement Legal Representation

Supervisor Lagonia presented the Town Board with an agreement from Devine and Bruno, LLP for legal representation in various matters involving enforcement of the Municipal Code, including general legal counsel, interpretation, litigation and any other areas within the scope of their ability.

Supervisor Lagonia noted that Attorney for the Town, Joseph Catalano is not a prosecutor to process code enforcement issues. The Town may not have cases that end up in court, but believes the Town should have someone available to them should the need arise. There is one case in the wings that might end in needing an attorney. Supervisor Lagonia advised that he will see if a lower rate can be negotiated.

Devine & Bruno, LLP
52 Corporate Circle
Suite 207
Albany, New York 12205\
Michael Bruno, Partner

Legal Assistants: \$75.00/hr

Michael Bruno, Esq: \$350.00/hr

Morgan Lynk, Esq: \$250.00/hr

Plus reimbursement of any reasonable actual expenses or disbursement incurred by the Firm on the Town's behalf as spelled out in the agreement.

A motion to accept the proposal agreement from Devine & Bruno, LPP to provide legal representation to the Town of Austerlitz for code enforcement issues for parameters as outlined in the provided documentation dated January 12, 2024 was made by K. Kaplan and seconded by C. Schober.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0.

Reference Material

JAN - 2024

For
Town Board Meeting

Public Comment

Debbie Oleynek thanks the Town Board for the Christmas program and gave a shout out to Dan Howes for beautiful Town Hall decorations.

D. Oleynek also advised the Town Board that she researched grant funding to reimburse the Town for the cost of CPR and Lifeguard training. Supervisor Lagonia stated D. Oleynek should check the County because they may do this training for free. D. Oleynek noted that there was nothing available and the cost range for the training is between \$500 and \$700.00 dollars. NYS Governor signed into law that an AED must be onsite for all recreation programs and sporting events. The County was not aware of this yet. The Spencertown Fire Company voted to purchase an AED for the Town of Austerlitz Summer Recreation Program. D. Oleynek will figure out storage for the device.

Between 78 and 80 Beale Road there are some hollow trees that are hanging over the road. Can Highway Superintendent Fitzpatrick take a look. Superintendent Fitzpatrick believes these trees involve power lines, but he will look. If they do, P. Fitzpatrick will contact NYSEG.

The Town Board discussed NYSEG cutting rights and complaints from town residents.

Adjournment

A motion to adjourn was made by C. Schober and seconded by K. Kaplan.

R. Lagonia: yes

G. Vogler: yes

C. Schober : yes

C. Humphrey: yes

K. Kaplan: yes

Motion carried 5:0. Meeting adjourned at 7:56 p.m.

Respectfully Submitted,
Susan Haag, Town Clerk

Reference Material

FEB 15 2024

For
Town Board Meeting

**TOWN OF AUSTERLITZ
SUPERVISOR'S REPORT**

January 31, 2024

AT THE END OF JANUARY THE CASH BALANCES WERE:

		GENERAL			Certificates of Deposit	HIGHWAY	HIGHWAY RESERVE	SPECIAL GRANTS	TOWN HALL	SALT SHED	HEALTH	TRUST & AGENCY	CAPITAL RESERVES	
			General	ARPA										
General Money Market	\$	544,555.12	\$	29,823.69	\$ 1,100,669.04	\$ 984,526.73	\$ 64,426.93	\$24,031.41	\$ 7,806.52	\$ 12,778.39			\$ 280,000.00	\$ 3,028,617.83
Escrow Savings												\$ 1,881.90		\$ 1,881.90
Trust & Agency Checking												\$ 5,703.71		\$ 5,703.71
Checking											\$ 4,122.84			\$ 4,122.84
Petty Cash														\$ -

TOTAL ALL ACCOUNTS \$ 544,555.12 \$ 29,823.69 \$ 1,100,669.04 \$ 964,526.73 \$ 64,426.93 \$ 24,031.41 \$ 7,806.52 \$ 12,778.39 \$ 4,122.84 \$ 7,585.61 \$ 280,000.00 \$ 3,040,326.28

AT THE DATE OF THIS REPORT, COLLATERAL AT THE BANK IS SUFFICIENT WHEN COMPARED WITH BANK BALANCES

Reference Material

FEB 15 2024

For
Town Board Meeting

GENERAL FUND ESTIMATED REVENUES									
FYE DECEMBER 31, 2024									
		2024 BUDGET			2024 ACTUAL			2024	
		ORIGINAL	ADJ		ADJUSTED	JANUARY	YTD	BALANCE	% Rec'd
3890	S/A TOBACCO SETTLE				-		-	-	n/a
					-		-	-	n/a
					-		-	-	
Total State Aid		130,000.00			130,000.00	-	-	#VALUE!	0.00%
TOTAL REVENUES		755,500.00			755,500.00	42,080.46	42,080.46	#VALUE!	5.57%
Unexpended Balance		100,000.00			100,000.00		-	100,000.00	
Grand Total available funds		855,500.00			855,500.00		42,080.46	#VALUE!	

Reference Material

FEB 15 2024

For
Town Board Meeting

TOWN OF AUSTERLITZ									2024	
GENERAL FUND									2024	
FOR YEAR ENDING 12/31/2024									2024	
			BUDGET		ACTUAL					
APPROPRIATIONS			ORIGINAL	ADJ	ADJUSTED	JANUARY	YTD	BALANCE	% USED	
General Government Support										
1010.1	TOWN BOARD		10,318.00		10,318.00	859.80	859.80	9,458.20		8.33%
1010.4	TOWN BOARD		2,500.00		2,500.00	517.99	517.99	1,982.01		20.72%
1110.1	TOWN JUSTICE		23,636.00		23,636.00	1,969.68	1,969.68	21,666.32		8.33%
1110.11	JUSTICE - CLERK		14,265.00		14,265.00	1,188.75	1,188.75	13,076.25		8.33%
1110.12	JUSTICE - CLERK		5,905.00		5,905.00	492.08	492.08	5,412.92		8.33%
1110.4	TOWN JUSTICE		9,100.00		9,100.00	135.00	135.00	8,965.00		1.48%
1220.1	SUPERVISOR		8,033.00		8,033.00	669.41	669.41	7,363.59		8.33%
1220.11	BUDGET OFFICER		2,783.00		2,783.00	231.91	231.91	2,551.09		8.33%
1220.4	SUPERVISOR		1,000.00		1,000.00		-	1,000.00		0.00%
1320.4	ACCOUNTANT		15,500.00		15,500.00	556.00	556.00	14,944.00		3.59%
1355.1	ASSESSOR		25,841.00		25,841.00	2,153.41	2,153.41	23,687.59		8.33%
1355.2	CAPITAL OUTLAY		13,000.00		13,000.00		-	13,000.00		0.00%
1355.4	ASSESSOR		1,800.00		1,800.00	300.00	300.00	1,500.00		16.67%
1410.1	TOWN CLERK		36,012.00		36,012.00	2,770.14	2,770.14	33,241.86		7.69%
1410.11	TOWN CLERK-DEP		2,500.00		2,500.00		-	2,500.00		0.00%
1410.4	TOWN CLERK		9,390.00		9,390.00	1,112.21	1,112.21	8,277.79		11.84%
1420.4	ATTORNEY		35,000.00		35,000.00		-	35,000.00		0.00%
1440.4	ENGINEER		3,000.00		3,000.00		-	3,000.00		0.00%
1450.4	ELECTIONS						-	-		#DIV/0!
1460.4	RECORD		3,000.00		3,000.00		-	3,000.00		0.00%
1620.1	BUILDING		9,171.00		9,171.00	705.46	705.46	8,465.54		7.69%
1620.4	BUILDING		72,000.00		72,000.00	486.79	486.79	71,513.21		0.68%
1910.4	INSURANCE		41,000.00		41,000.00	1,978.35	1,978.35	39,021.65		4.83%
1920.2	DUES		1,000.00		1,000.00	899.00	899.00	101.00		89.90%
1920.4	CLIMATE COMMITTEE		16,960.00		16,960.00	4,460.48	4,460.48	12,499.52		26.30%
1990.4	CONTINGENT		100,000.00		100,000.00		-	100,000.00		0.00%
Total General Gov't Support			462,714.00	-	462,714.00	21,486.46	21,486.46	441,227.54		4.64%
Public Safety										
3120.4	POLICE		35,000.00		35,000.00		-	35,000.00		0.00%
3310.1	TRAFFIC CONTROL				-		-	-		0.00%
3310.4	TRAFFIC CONTROL		500.00		500.00		-	500.00		0.00%
3510.1	DOG CONTROL		2,636.00		2,636.00	219.66	219.66	2,416.34		8.33%
3510.4	DOG CONTROL				-		-	-		#DIV/0!
3620.1	BUILDING INSPECTION		18,115.00		18,115.00	1,393.46	1,393.46	16,721.54		7.69%
3620.11	BLDG INSPECTOR CLERK		7,500.00		7,500.00	493.75	493.75	7,006.25		6.58%
3620.4	BUILDING INSPECTOR		3,000.00		3,000.00		-	3,000.00		0.00%
Total Public Safety			66,751.00	-	66,751.00	2,106.87	2,106.87	64,644.13		3.16%
Health										
4020.1	REGISTRAR		450.00		450.00	34.62	34.62	415.38		7.69%
Total Health			450.00		450.00	34.62	34.62	415.38		7.69%
Transportation										
5010.1	HIGHWAY SUPER		63,882.00		63,882.00	4,914.00	4,914.00	58,968.00		7.69%
5010.2	HIGHWAY SUPER CAPITAL		2,000.00		2,000.00		-	2,000.00		
5010.4	HIGHWAY SUPER		3,500.00		3,500.00	300.00	300.00	3,200.00		8.57%
5132.4	GARAGE		23,000.00		23,000.00	644.24	644.24	22,355.76		2.80%
5182.4	STREET LIGHTING		2,500.00		2,500.00		-	2,500.00		0.00%
Total Transportation			94,882.00	-	94,882.00	5,858.24	5,858.24	89,023.76		6.17%

[illegible]

APPROPRIATIONS	BUDGET		ACTUAL	YTD	BALANCE	% USED
	ORIGINAL	ADJ				
Economic Assistance and Opportunity						
6772.4 AGED PROGRAMS	750.00	-	750.00	-	750.00	0.00%
Total E A & O	750.00	-	750.00	-	750.00	0.00%
Culture and Recreation						
7140.1 PARKS	-	-	-	-	-	#DIV/0!
7140.4 PLAYGROUNDS	2,000.00	-	2,000.00	-	2,000.00	0.00%
7310.1 YOUTH PROGRAMS	17,000.00	-	17,000.00	-	17,000.00	0.00%
7310.2 YOUTH PROGRAMS	500.00	-	500.00	-	500.00	0.00%
7310.4 YOUTH PROGRAMS	4,000.00	-	4,000.00	-	4,000.00	0.00%
7510.1 HISTORIAN	2,060.00	-	2,060.00	171.66	1,888.34	8.33%
7510.4 HISTORIAN	2,000.00	-	2,000.00	-	2,000.00	0.00%
7550.4 CELEBRATIONS	500.00	-	500.00	-	500.00	0.00%
Total Culture and Recreation	28,060.00	-	28,060.00	171.66	27,888.34	0.61%
Home and Community Services						
8010.1 ZONING	835.00	-	835.00	-	835.00	0.00%
8010.4 ZONING	250.00	-	250.00	-	250.00	0.00%
8020.1 PLANNING MEMBERS	7,190.00	-	7,190.00	599.14	6,590.86	8.33%
8020.11 PLANNING CLERK	4,500.00	-	4,500.00	50.00	4,450.00	1.11%
8020.12 PLANNING BD MINUTE TAKER	600.00	-	600.00	-	600.00	0.00%
8020.4 PLANNING	1,500.00	-	1,500.00	295.00	1,205.00	19.67%
8025.4 JOINT PLANNING BOARD	10,000.00	-	10,000.00	-	10,000.00	0.00%
8666.4 CLEARANCE, DEMO & REHAB	-	-	-	-	-	0.00%
Total Home and Comm. Services	24,875.00	-	24,875.00	944.14	23,930.86	3.80%
Undistributed						
9010.8 RETIREMENT	25,000.00	-	25,000.00	-	25,000.00	0.00%
9030.8 SOCIAL SECURITY	21,000.00	-	21,000.00	1,447.15	19,552.85	6.89%
9055.8 DISABILITY INSURANCE	-	-	-	-	-	#DIV/0!
9060.8 HOSPITALIZATION	9,500.00	-	9,500.00	764.28	8,735.72	8.05%
9710.6 PRINCIPAL SER BONDS	85,000.00	-	85,000.00	-	85,000.00	0.00%
9710.7 INTEREST SERIAL BONDS	25,718.00	-	25,718.00	-	25,718.00	0.00%
Total Undistributed	166,218.00	-	166,218.00	2,211.43	164,006.57	1.33%
9950.9 TRANSF TO HIGHWAY FD FD	10,800.00	-	10,800.00	-	-	-
TOTAL APPROPRIATIONS	855,500.00	-	855,500.00	32,813.42	811,886.58	-

**TOWN OF AUSTERLITZ
Broadband Project
FYE 12/31/2024**

Broadband	ACTIVITY	BALANCE IN FUND
Description		
ARPA Balance forward January 1 2024		\$ 29,823.69

Reference Material

FEB 15 2024

For
Town Board Meeting

SPECIAL GRANTS A3004
FYE 12/31/2024

NYSERDA Grants

12/31/2022	Balance Forward	\$	4,480.00	BALANCE
4/3/2023	Grant Rec'd	\$	5,000.00	
				\$ 9,480.00

RSF Social Finance (Scout Grant) Note: 2021 grant of \$16,000 fully expended in 2021

2/11/2022	Grant Rec'd		16,000.00
2/17/2022	K BEILKE	\$	(330.00)
4/14/2022	K BEILKE		(968.00)
6/16/2022	K BEILKE		(1,738.00)
7/14/2022	K BEILKE		(990.00)
8/15/2022	K BEILKE		(1,122.00)
9/15/2022	K BEILKE		(1,870.00)
10/19/2022	K BEILKE		(1,430.00)
11/21/2022	K BEILKE		(1,672.00)
12/14/2022	K BEILKE		(1,540.00)

12/31/2022	Balance Forward	\$	4,340.00
1/17/23	Kathryn Bielke		(1,232.00)
2/16/2023	Kathryn Bielke		(528.00)
2/17/2023	Grant Rec'd		12,000.00
3/16/2023	Kathryn Bielke		(792.00)
3/16/2023	Johnson Newspaper		(95.09)
5/11/2023	Kathryn Beilke		(1,705.00)
5/11/2023	Intl Council for Local Environ Initiatives		(600.00)
6/14/2023	Kathryn Beilke		(616.00)
7/18/2023	Austerlitz Historical Society		(60.00)
7/18/2023	Kathryn Beilke		(1,023.00)
8/21/2023	Kathryn Beilke		(627.00)
9/21/2023	Grant Rec'd		10,000.00
10/18/2023	Kathryn Beilke		(1,523.50)
11/14/2023	Kathryn Beilke		(1,331.00)
12/19/2023	Kathryn Beilke		(748.00)
12/30/2023	Kathryn Bielke (encumbered)	\$	(908.00)
12/31/2023	Balance Forward	\$	14,551.41

Grand Total

\$ 14,551.41
\$ 24,031.41

Additional Notes

Grants from Nyserdera for solar panels and from DEC for a charging station were obtained and fully expended in prior years. They have a zero balance.

Reference Material

FEB 10 2024

For
Town Board Meeting

TOWN OF AUSTERLITZ
Highway Salt Shed
FYE 12/31/2024

Description	A/C # K105	Funds In	ACTIVITY	BALANCE IN FUND
January				
				\$ 12,778.39
				\$ 12,778.39

Reference Material
FEB 15 2024
For
Town Board Meeting

4:08 PM

01/31/24

**Austerlitz TA Payroll
Reconciliation Detail
T&A Checking, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,698.20
Cleared Transactions						
Checks and Payments - 13 Items						
General Journal	01/03/2024	404		X	-1,026.99	-1,026.99
Check	01/09/2024	DM	Adirondack Payroll	X	-15,063.99	-16,090.98
Check	01/09/2024	DM	Adirondack Payroll	X	-6,406.94	-22,497.92
Check	01/09/2024	75210	Duane Hotaling	X	-1,666.09	-24,164.01
Check	01/09/2024	75211	Duane Hotaling	X	-453.98	-24,617.99
Check	01/09/2024	DM	Adirondack Payroll	X	-406.50	-25,024.49
Check	01/09/2024	1041	Teamsters Local 294	X	-238.00	-25,262.49
Check	01/23/2024	DM	Adirondack Payroll	X	-18,857.61	-44,120.10
Check	01/23/2024	DM	Adirondack Payroll	X	-6,829.90	-50,950.00
Check	01/23/2024	75212	Duane Hotaling	X	-1,418.97	-52,368.97
Check	01/23/2024	75213	Duane Hotaling	X	-469.45	-52,838.42
Check	01/23/2024	DM	Adirondack Payroll	X	-149.50	-52,987.92
General Journal	01/24/2024	407		X	-1,017.78	-54,005.70
Total Checks and Payments					-54,005.70	-54,005.70
Deposits and Credits - 4 Items						
Transfer	01/09/2024			X	5,937.84	5,937.84
Transfer	01/09/2024			X	18,798.66	24,736.50
Transfer	01/23/2024			X	13,045.41	37,781.91
Transfer	01/23/2024			X	15,229.23	53,011.14
Total Deposits and Credits					53,011.14	53,011.14
Total Cleared Transactions					-994.56	-994.56
Cleared Balance					-994.56	5,703.64
Register Balance as of 01/31/2024					-994.56	5,703.64
Ending Balance					-994.56	5,703.64

Reference Mat

FEB 15 2024

For
Town Board Meeting

1:04 PM

02/01/24

Austerlitz General Fund Reconciliation Detail

Bank of Greene County checking, Period Ending 01/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						528,376.13
Cleared Transactions						
Checks and Payments - 53 items						
Check	12/19/2023	3222	Joseph Catalano, Esq	X	-4,590.00	-4,590.00
Check	12/19/2023	3224	Columbia County	X	-3,536.82	-8,126.82
Check	12/19/2023	3229	Long Energy	X	-1,674.37	-9,801.19
Check	12/19/2023	3228	Howes Horticultural	X	-1,135.00	-10,936.19
Check	12/19/2023	3233	Smith Watson & Co ...	X	-1,025.00	-11,961.19
Check	12/19/2023	3219	Beilke, Kathryn	X	-748.00	-12,709.19
Check	12/19/2023	3231	Postmaster - Spenc...	X	-660.00	-13,369.19
Check	12/19/2023	3225	Consolidated Comm...	X	-559.36	-13,928.55
Check	12/19/2023	3230	Nolan Bottle Gas Co...	X	-193.41	-14,121.96
Check	12/19/2023	3223	Columbia County	X	-187.83	-14,309.79
Check	12/19/2023	3218	Carmen Barbato Inc	X	-124.80	-14,434.59
Check	12/19/2023	3226	Consolidated Comm...	X	-115.32	-14,549.91
Check	12/19/2023	3234	Thomas Pest Servic...	X	-64.00	-14,613.91
Check	12/19/2023	3236	VERIZON	X	-50.91	-14,664.82
Check	12/19/2023	3235	Maureen Wilson	X	-44.85	-14,709.67
Check	12/19/2023	3221	Canon Solutions Am...	X	-35.52	-14,745.19
Check	12/19/2023	3220	Canon Solutions Am...	X	-35.52	-14,780.71
Check	12/19/2023	3217	ASSOCIATION OF ...	X	-20.00	-14,800.71
Check	12/19/2023	3227	Edmunds Gov Tech,...	X	-14.50	-14,815.21
Check	12/28/2023	3280	CDPHP, INC	X	-4,800.09	-19,615.30
Check	12/28/2023	3281	NYSEG	X	-1,116.69	-20,731.99
Check	12/28/2023	3279	Guardian Dental	X	-476.42	-21,208.41
Check	01/05/2024	3264	Shelter Point Life	X	-1,978.35	-23,186.76
Transfer	01/09/2024			X	-5,690.86	-28,877.62
Check	01/09/2024	3265	NYSEG	X	-309.85	-29,187.47
Check	01/15/2024	3277	STATE COMPTROL...	X	-9,527.00	-38,714.47
Check	01/15/2024	3278	VISA	X	-3,677.82	-42,392.29
Check	01/16/2024	3312	Columbia County	X	-4,042.68	-46,434.97
Check	01/16/2024	3317	Howes Horticultural	X	-2,105.00	-48,539.97
Check	01/16/2024	3325	Nan Stolzenburg	X	-1,992.36	-50,532.33
Check	01/16/2024	3308	Beilke, Kathryn	X	-908.00	-51,440.33
Check	01/16/2024	3298	Edmunds Gov Tech,...	X	-716.63	-52,156.96
Check	01/16/2024	3304	Postmaster - Spenc...	X	-680.00	-52,836.96
Check	01/16/2024	3320	Long Energy	X	-674.37	-53,511.33
Check	01/16/2024	3314	Consolidated Comm...	X	-525.71	-54,037.04
Check	01/16/2024	3321	Allan Margolies	X	-496.49	-54,533.53
Check	01/16/2024	3310	Canon Solutions Am...	X	-334.25	-54,867.78
Check	01/16/2024	3293	Applied Business Sy...	X	-300.00	-55,167.78
Check	01/16/2024	3303	Nolan Bottle Gas Co...	X	-217.25	-55,385.03
Check	01/16/2024	3296	Doyle Security Syst...	X	-191.04	-55,576.07
Check	01/16/2024	3295	COLUMBIA COUNT...	X	-135.00	-55,711.07
Check	01/16/2024	3311	Columbia County	X	-125.34	-55,836.41
Check	01/16/2024	3313	Consolidated Comm...	X	-116.94	-55,953.35
Check	01/16/2024	3322	NYSEG	X	-101.08	-56,054.43
Check	01/16/2024	3309	Carmen Barbato Inc	X	-98.80	-56,153.23
Check	01/16/2024	3307	Susan Haag	X	-66.00	-56,219.23
Check	01/16/2024	3305	Thomas Pest Servic...	X	-64.00	-56,283.23
Check	01/16/2024	3326	VERIZON	X	-50.95	-56,334.18
Check	01/16/2024	3297	Edmunds Gov Tech,...	X	-14.50	-56,348.68
Check	01/17/2024	3329	Edmunds Gov Tech,...	X	-1,825.00	-58,173.68
Check	01/17/2024	3331	Long Energy	X	-644.00	-58,817.68
Check	01/17/2024	3330	Erin Reis	X	-51.88	-58,869.56
Transfer	01/23/2024			X	-15,229.22	-74,098.78
Total Checks and Payments					-74,098.78	-74,098.78

Reference Material

FEB 7 5 2024

For
Town Board Meeting

1:04 PM

02/01/24

Austerlitz General Fund Reconciliation Detail

Bank of Greene County checking, Period Ending 01/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 12 items						
General Journal	12/28/2023	357		X	4,512.23	4,512.23
Deposit	01/10/2024			X	37,316.30	41,828.53
Deposit	01/11/2024			X	56.80	41,885.33
General Journal	01/15/2024	356	HIGHWAY	X	1,484.49	43,369.82
Check	01/16/2024	3291	CDPHP, INC	X	0.00	43,369.82
Check	01/16/2024	3323	NYSEG	X	0.00	43,369.82
Check	01/16/2024	3292	Guardian Dental	X	0.00	43,369.82
Deposit	01/19/2024			X	223,557.54	266,927.36
Deposit	01/24/2024			X	300.00	267,227.36
General Journal	01/29/2024	362	HIGHWAY	X	4,512.23	271,739.59
General Journal	01/29/2024	364		X	105,363.35	377,102.94
Deposit	01/31/2024			X	4,373.40	381,476.34
Total Deposits and Credits					381,476.34	381,476.34
Total Cleared Transactions					307,377.56	307,377.56
Cleared Balance					307,377.56	835,753.69
Uncleared Transactions						
Checks and Payments - 19 items						
Check	11/14/2023	3173	NY Marriot Marquis		-665.72	-665.72
Check	11/14/2023	3174	Paul K Mesick, Plu...		-348.75	-1,014.47
Check	01/16/2024	3294	ASSOCIATION OF ...		-899.00	-1,913.47
Check	01/16/2024	3306	Col Cty Assoc of To...		-300.00	-2,213.47
Check	01/16/2024	3302	New York Planning ...		-295.00	-2,508.47
Check	01/16/2024	3300	Johnson Newspaper...		-125.58	-2,634.05
Check	01/16/2024	3324	Michele Quigley		-91.70	-2,725.75
Check	01/16/2024	3315	Pamela Cook		-66.00	-2,791.75
Check	01/16/2024	3316	Crystal Rock		-51.46	-2,843.21
Check	01/16/2024	3318	Johnson Newspaper...		-49.43	-2,892.64
Check	01/16/2024	3301	Johnson Newspaper...		-41.99	-2,934.63
Check	01/16/2024	3299	Johnson Newspaper...		-40.48	-2,975.11
Check	01/16/2024	3319	Johnson Newspaper...		-38.27	-3,013.38
Check	01/17/2024	3328	Joseph Catalano, Esq		-1,110.00	-4,123.38
Check	01/23/2024	3333	Austerlitz Fire Distri...		-214,731.21	-218,854.59
Check	01/23/2024	3334	Red Rock Volunteer...		-8,826.33	-227,680.92
Check	01/23/2024	3332	Window Depot USA		-4,420.00	-232,100.92
Check	01/29/2024	3335	CDPHP, INC		-4,800.09	-236,901.01
Check	01/29/2024	3336	Guardian Dental		-476.42	-237,377.43
Total Checks and Payments					-237,377.43	-237,377.43
Total Uncleared Transactions					-237,377.43	-237,377.43
Register Balance as of 01/31/2024					70,000.13	598,376.26
Ending Balance					70,000.13	598,376.26

Reference Material

FEB 15 2024

For
Town Board Meeting

12:46 PM

02/01/24

**Austerlitz Highway
Reconciliation Detail
BGC Highway Checking, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						340,606.03
Cleared Transactions						
Checks and Payments - 28 items						
Check	12/20/2023	3239	BOB BOLL EXCAV...	X	-8,792.98	-8,792.98
Check	12/20/2023	3248	Finch Services Inc	X	-7,200.00	-15,992.98
Check	12/20/2023	3238	Bemiss Trucking Se...	X	-4,004.52	-19,997.50
Check	12/20/2023	3254	Long Energy	X	-3,868.98	-23,866.48
Check	12/20/2023	3253	Kimball Midwest	X	-3,145.68	-27,012.16
Check	12/20/2023	3256	NAPA	X	-828.71	-27,840.87
Check	12/20/2023	3259	S & S Fabrication, Inc	X	-374.34	-28,215.21
Check	12/20/2023	3242	CHATHAM AUTO P...	X	-317.82	-28,533.03
Check	12/20/2023	3240	James Casey	X	-300.00	-28,833.03
Check	12/20/2023	3249	David Gile	X	-300.00	-29,133.03
Check	12/20/2023	3255	Robert Miller	X	-300.00	-29,433.03
Check	12/20/2023	3241	CHATHAM AUTO P...	X	-207.92	-29,640.95
Check	12/20/2023	3257	NAPA	X	-88.34	-29,729.29
Check	12/20/2023	3250	Health Equity	X	-17.25	-29,746.54
Check	12/20/2023	3237	Airgas USA LLC	X	-9.90	-29,756.44
Transfer	12/28/2023			X	-12,636.37	-42,392.81
Transfer	12/28/2023			X	-4,512.23	-46,905.04
Transfer	01/09/2024			X	-19,045.64	-65,950.68
Transfer	01/15/2024			X	-1,484.49	-67,435.17
Check	01/16/2024	3286	Long Energy	X	-1,372.95	-68,808.12
Check	01/16/2024	3290	Kimball Midwest	X	-199.40	-69,007.52
Check	01/16/2024	3283	CHATHAM HARDW...	X	-32.97	-69,040.49
Check	01/16/2024	3287	Main Brothers Oil C...	X	-21.12	-69,061.61
Check	01/16/2024	3285	Health Equity	X	-17.45	-69,079.06
Check	01/16/2024	3284	Columbia County So...	X	-11.31	-69,090.37
Check	01/17/2024	3327	Long Energy	X	-1,006.68	-70,097.05
Transfer	01/23/2024			X	-13,045.41	-83,142.46
Transfer	01/29/2024			X	-4,512.23	-87,654.69
Total Checks and Payments					-87,654.69	-87,654.69
Deposits and Credits - 4 items						
Check	01/16/2024	3288	CDPHP	X	0.00	0.00
Check	01/16/2024	3289	Guardian Dental	X	0.00	0.00
Deposit	01/19/2024			X	693,000.00	693,000.00
General Journal	01/29/2024			X	18,593.54	711,593.54
Total Deposits and Credits					711,593.54	711,593.54
Total Cleared Transactions					623,938.85	623,938.85
Cleared Balance					623,938.85	964,544.88
Uncleared Transactions						
Checks and Payments - 1 item						
Check	01/16/2024	3282	Airgas USA LLC		-18.15	-18.15
Total Checks and Payments					-18.15	-18.15
Total Uncleared Transactions					-18.15	-18.15
Register Balance as of 01/31/2024					623,920.70	964,526.73
Ending Balance					623,920.70	964,526.73

Reference Material

Feb 15 2024

For
Town Board Meeting

From: Peter Fitzpatrick
Sent: Monday, February 12, 2024 7:48 AM
To: SHaag
Subject: February 2024 Highway Report

Reference Material

FEB 15 2024

For
Town Board Meeting

Phil says we're in for an early spring!
Time will tell?

Our last storm was a challenging one to plow.
The warm weather and rain the day before softened the roads making it a very slow go.
These storms on soft roads seems to be happening more often and is very hard on both
Our roads, and our equipment.

A reminder to everyone,
Trash cans do not belong on the road, this includes the immediate shoulder!
After your refuse collection please remove them from the roadside, Thank You.

Most likely we will be posting roads for spring soon due to unusually warm days and lots of water.
There are signs, other than Phil, that say Mud season is knocking on the door!

Due to that warm weather we have needed to spend some time on pothole detail.

We had a bunch of crowded, overhanging and dead ash trees cut on East hill rd.
And have been working on cleaning up the remaining brush from that work on both Fog Hill and East Hill.

We have started chewing on brush with the boom mower.
There are sections to do all over but have started on Punsit and Pratt.

A tire on the old loader failed due to an old injury, split in the sidewall.
I found a pair of used tires in excellent condition for sale at an extremely reasonable price.
They should serve us very well.

I have been working on finalizing the Battery Powered Hand Held Power Equipment order
that the Climate Smart committee got us a grant for, I should have a delivery timeline soon.

Our Materials bids are in the process of being prepared and going out.

We will be continuing to tackle more maintenance and organizing projects in the shop,
Between our outside work.

The Days are noticeably longer,
It's time for Sugar Season!

Account#	Account Description	Fee Description	Qty	Local Share	
A1255	Genealogical Searches Solid Waste	11-20 Year Searches	1	10.00	
		30 Gallon Garbage Bag	15	3.00	
		55 Gallon Garbage Bags	30	12.00	
		7 Gallon Garbage Bag	5	0.00	
		Recycling Stickers - Resident	1	5.00	
		Recycling Stickers - Senior	15	75.00	
		Sub-Total:		\$105.00	
A2544	Dog Licensing	Female, Spayed	3	15.00	
		Female, Unspayed	1	10.00	
		Sub-Total:		\$25.00	
Total Local Shares Remitted:				\$130.00	
Amount paid to:	Columbia County Solid Waste			930.00	
Amount paid to:	NYS Ag. & Markets for spay/neuter program			6.00	
Total State, County & Local Revenues:		\$1,066.00	Total Non-Local Revenues:		\$936.00

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Susan Haag, Town Clerk, Town of Austerlitz during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date

Reference Material

FEB 15 2024

For
Town Board Meeting

Town of Austerlitz Town & County 2024 Collection Summary

Transactions Posted on 12/29/2023 thru 01/31/2024

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Town & County 2024	3136562.33	0.00	0.00	0.00	793949.81
Totals:	3136562.33	0.00	0.00	0.00	793949.81

Collection Statistics:

Number of Postings:	1291
Percentage Collected:	80%
Number of Adjustments:	3
Number of Voids:	9
Number of Returned Payments:	0
Number Refunded Duplicate Pmnts:	2
Total Refunded:	9156.51
Notice Handling Fees Collected:	0.00

Received Via:	
On-Line:	145
Mail:	888
Counter:	252

Cash:	10964.29
Check:	2700353.67
Other:	425244.37
Total:	3136562.33
Minus Duplicate/Over Payments:	0.00
	3136562.33
Taxes:	3136562.33
Penalty:	0.00
Surcharge:	0.00
Ret. Check Fees:	0.00
Notice Fees:	0.00
Total:	3136562.33
Minus Direct / Under Payments:	
0 Direct:	0.00
0 Under:	0.00
	3136562.33

Other Payment Type Breakout:

Credit Card:	3	8953.57
Online Payment:	146	416290.80

Reference Material

FEB 15 2024

For
Town Board Meeting

Town of Austerlitz
Planning Board Report
February 1, 2024

A regular meeting of the Planning Board was held on February 1, 2024. Present were: Deborah Lans, Chair, Chris Ferrone, Steve Lobel, Dale Madsen and Eric Sieber, Planning Board Members. Also present: Planning Board Clerk, J Lotus.

The meeting was called to order at about 7:00 p.m.

In new business the Board heard the application of Michael O'Brien, who plans a purchase of approximately 40 acres of vacant land (SBL 87.-2-50.3) at the corner of West Hill and Partridge Roads from the Fizzinoglia Living Trust, and who seeks to make a three-lot subdivision of the parcel. Two will remain vacant for now, while Mr. O'Brien plans to build on one. The property has not been subdivided for more than ten years. The Board issued a negative SEQRA declaration and scheduled the application for a public hearing.

In old business the Board met with CEO Erin Reis to discuss how the Board's actions on applications could best be conveyed to her. It was agreed that the Board would provide the CEO with a brief memo as to all approvals, reflecting any special terms or conditions.

The Board also discussed the draft Comprehensive Plan, from the vantage point of issues that have arisen or might in the future arise before the Board and ways the town's laws might be rewritten to address them. After the meeting, the Board provided its notes to Greg Vogler, who chairs the Comprehensive Plan Committee.

The meeting adjourned at about 8:45 p.m.

Respectfully,

Deborah E. Lans, Chair

Reference Material
FEB 15 2024
For
Town Board Meeting

JANUARY 2024 REPORT

Reference Material

FEB 15 2024

For
Town Board Meeting

Payments received	\$318.00
Permits issued/Renewed	2 Issued and 2 Renewed
CO Searches	3
CO/CC Issued	10 – 6 due to sending out Expired Permit Notices
Inspections completed	8 Complaint and 23 Construction
Complaints	- 1 New Complaint, re-inspected complaints still open – 2 now compliant and closed, 1 working on remediation or legal action to commence

All permits with an expiration date in 2023 have been sent notices, roughly 30 have been closed or renewed. Working with J to send out notices for permits expiring in 2024 as well as expiration dates back to 2019.

Permit Status Report

01/01/2024 - 01/31/2024

Permit Type: All

Permit #	Applicant	Parcel Location	SBL#	Permit Type	Issued	Status
P18-005	William Culley	903 Route 203	77.3-1-28	Residential Alteration	01/23/2024	Open
Description of Work: <i>Refurbish existing structure</i>						
P18-029	Steve Ulmer	Laurel Mountain Rd	87.-2-46.1	Deck/Porch	01/16/2024	Open
Description of Work: <i>Construct a 14' X 28 Shed</i>						
P24-001	Sneeringer Monahan Provost Redgrave	12 Lunde Ln	96.-1-16.120	C/O Search	01/02/2024	Completed
Description of Work: <i>Contemporary, 2 bedroom, 2 fullbath, 1,589sqft, 2.5 story built in 1982 with a detached garage</i>						
P24-002	Daniel Palladino	11622 Route 22	88.-1-31.2	Plumbing/HVAC	01/02/2024	Open
Description of Work: <i>Install 2-12,000btu & 3-18,000btu heat pumps</i>						
P24-005	Sneeringer Monahan Provost Redgrave	80 Mallory Rd	105.-1-14	C/O Search	01/16/2024	Completed
Description of Work: <i>Log home, 1 bedroom, 1 fullbath, 1-story, 805sqft built in 1976 with a garage</i>						
P24-006	Sneeringer Monahan Provost Redgrave	443 Fog Hill Rd	69.-1-20	C/O Search	01/16/2024	Completed
Description of Work: <i>Colonial 3 bedroom, 2 fullbath, 1.7-story, 1,506sqft built in 1977</i>						
P24-007	James Engel	849 Route 203	77.3-1-17	Roofing	01/23/2024	Open
Description of Work: <i>R-Roof Office</i>						

Total #	7
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Reference Material
FEB 15 2024
For
Town Board Meeting

Completion Issued Report

01/01/2024 - 01/31/2024

Contact Type: Applicant

Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P19-050	95.-1-2	CO Issued	CO24-02	John McDonald	4755 Crow Hill Rd	01/02/2024
P21-001	106.-1-4.112	CO Issued	CO24-03	Walton Goggins	135 La Branche Rd	01/18/2024
Residential Alteration # of CC/CO : Issued : 2						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P21-058	85.-1-5.112	CC Issued	CC24-01	David Harrison	19 Harrison Hill Rd	01/02/2024
Accessory/Addition # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P21-060	67.-1-20	CC Issued	CC24-05	John Mason	38 Iron Hill Rd	01/30/2024
Deck/Porch # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P21-078	95.-1-2	CC Issued	CC24-02	Churchill Builders	4755 Crow Hill Rd	01/02/2024
Garage - Detached # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P21-105	79.-1-23	CO Issued	CO24-04	Rebecca O'Donnell	604 Fog Hill Rd	01/23/2024
Residential Alteration # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P23-013	77.3-1-17	CO Issued	CO24-05	James Engel	849 Route 203	01/30/2024
Deck/Porch # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P23-076	94.-1-15	CO Issued	CO24-01	Chris Stalker	309 Rigor Hill Rd	01/02/2024
New Residence # of CC/CO : Issued : 1						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P23-090	97.-1-6	CC Issued	CC24-03	Ingo Hertle	11375 Route 22	01/18/2024
P23-122	78.-1-52.120	CC Issued	CC24-04	Fredda Brown	248 Stonewall Rd	01/25/2024
PVA Solar Panels # of CC/CO : Issued : 2						
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
P24-001	96.-1-16.120	Closed	P24-001	Sneeringer Monahan Provost Redgrave	12 Lunde Ln	01/02/2024

P24-005	105.-1-14	Closed	P24-005	Sneeringer Monahan Provost Redgrave	80 Mallory Rd	01/16/2024
P24-006	69.-1-20	Closed	P24-006	Sneeringer Monahan Provost Redgrave	443 Fog Hill Rd	01/16/2024
C/O Search # of CC/CO : Issued : <u>3</u>						
Grand Total: <u>13</u>						

Reference Material
FEB 15 2024
For
Town Board Meeting

Inspection Schedule

01/01/2024 - 01/31/2024

Inspection Date/Time	Inspection Type	Inspector	Location	Identifier	Permit Type	Permit #
1/2/2024 10:08 AM	Framing before enclosing	Erin Reis	56 Rhoen Rd	80.-1-36.200	Res. Add/Alter	P23-105
1/2/2024 12:41 PM	Plumbing before enclosing	Erin Reis	Tishler 423 Mercer Mountain	69.-1-2.211	New Residence	P23-081
1/4/2024 8:12 AM	Final Inspection	Erin Reis	20 Harrison Hill Rd	85.-1-28	In Ground Pool	P21-030
1/4/2024 10:35 AM	Final Inspection	Erin Reis	55 Mallory Rd	105.-1-7	Deck/Porch	P21-094
1/4/2024 10:43 AM	Grade of 30" not maintained for 36" from walking surface areas and handrails missing and not to code	Erin Reis	774 Dugway Rd	86.-2-51	In Ground Pool	P21-013
1/4/2024 10:44 AM	Final Inspection	Erin Reis	66 Dullaghan Rd	105.-1-25	In Ground Pool	P21-023
1/9/2024 11:27 AM	Private road - not visible from right-of-way	Erin Reis	20 Harrison Hill Rd	85.-1-28	In Ground Pool	P21-030
1/9/2024 12:35 PM	Final Electrical Inspection	Erin Reis	Hare 168 Labranch Rd	106.-1-4.4	New Residence	P23-120
1/9/2024 12:45 PM	Footings before pouring concrete	Erin Reis	Hare 168 Labranch Rd	106.-1-4.4	New Residence	A23-122
1/15/2024 12:00 PM	Foundation	Erin Reis	135 La Branche Rd	106.-1-4.112	Residential Alteration	P21-001
1/16/2024 11:32 AM	Final Inspection	Erin Reis	222 Schoolhouse Rd	95.-1-31.3	New Residence	P23-099
1/16/2024 11:34 AM	Footings before pouring concrete	Erin Reis	222 Schoolhouse Rd	95.-1-31.4	New Residence	P23-098
1/18/2024 9:04 AM	Footings before pouring concrete	Erin Reis	842 Dugway Rd	86.-2-48.210	New Residence	P23-098
1/18/2024 9:48 AM	Framing before enclosing	Erin Reis	23 Lilac Ln	95.-1-42	Res. Add/Alter	P23-121
1/18/2024 9:48 AM	Framing before enclosing	Erin Reis	23 Lilac Ln	95.-1-42	Garage - Detached	P23-054

Inspection Date/Time	Inspection Type	Inspector	Location	Identifier	Permit Type	Permit #
1/23/2024 8:45 AM	Final Inspection	Erin Reis	604 Fog Hill Rd	79.-1-23	Residential Alteration	P21-105
1/23/2024 11:26 AM	Footing before pouring concrete	Erin Reis	Casey 252 West Hill Rd	96.-1-26.3	New Residence	P23-100
1/23/2024 12:22 PM	pics - garage only Final Inspection	Erin Reis	849 Route 203	77.3-1-17	Deck/Porch	P23-013
1/25/2024 10:13 AM	Final Inspection	Erin Reis	38 Iron Hill Rd	67.-1-20	Deck/Porch	P21-060
1/25/2024 10:14 AM	Framing before enclosing Insulation & framing	Erin Reis	33 Ten Broeck Rd	77.-1-15	Accessory/Addition	P23-097
1/30/2024 11:18 AM	Foundation	Erin Reis	SHELLEY HAEFNER 278 Rigor Hill Rd	94.-1-19.3	Repair	P23-096
1/30/2024 11:22 AM	pic Foundation before backfill	Erin Reis	Casey 252 West Hill Rd	96.-1-26.3	New Residence	P23-100
1/30/2024 11:27 AM	pic - garage Foundation before backfill	Erin Reis	Hare 168 Labbranch Rd	106.-1-4.4	New Residence	P23-120
1/30/2024 12:35 PM	pic Foundation	Erin Reis	4375 Crow Hill Rd	104.-1-6.220	New Residence	P23-066

Reference Material
FEB 15 2024
For
Town Board Meeting

Inspection Search Report

By Reference #

Ref #	Inspection Date/Time	Type	Result	Inspector	Parcel Location	Identifier
P23-105	01/02/24 10:08AM	BP	Framing before enclosing	Erin Reis	56 Rhoen Rd	80.-1-36.200
2021-0019	01/02/24 12:35PM	CT	Misc Visit	Erin Reis	317 Route 203	87.-2-44.12
<i>Note:</i> Property looked compliant						
2021-0022	01/02/24 12:40PM	CT	Driveway	Erin Reis	626 Route 203	86.-2-14.1
<i>Note:</i> Property is being worked on for clean up						
P23-081	01/02/24 12:41PM	BP	Plumbing before enclosing	Erin Reis	Tishler 423 Mercer Mountain	69.-1-2.211
2022-0008	01/02/24 12:56PM	CT	Driveway	Erin Reis	Dugway Rd	86.-2-31
<i>Note:</i> One unregistered vehicle and not in disrepair						
P21-030	01/04/24 8:12AM	BP	Final Inspection	Erin Reis	20 Harrison Hill Rd	85.-1-28
P21-094	01/04/24 10:35AM	BP	Final Inspection	Erin Reis	55 Mallory Rd	105.-1-7
<i>Note:</i> Grade of 30" not maintained for 36" from walking surface areas and handrails missing and not to code						
P21-013	01/04/24 10:43AM	BP	Final Inspection	Erin Reis	774 Dugway Rd	86.-2-51
<i>Note:</i> Not able to see from public right-of-way						
P21-023	01/04/24 10:44AM	BP	Final Inspection	Erin Reis	66 Dullaghan Rd	105.-1-25
<i>Note:</i> Private road - not visible from right-of-way						
P21-030	01/09/24 11:27AM	BP	Final Electrical Inspection	Erin Reis	20 Harrison Hill Rd	85.-1-28
<i>Note:</i> pics						
P23-120	01/09/24 12:35PM	BP	Footing before pouring concrete	Erin Reis	Hare 168 Labranch Rd	106.-1-4.4
A23-122	01/09/24 12:45PM	BA	Foundation	Erin Reis	Hare 168 Labranch Rd	106.-1-4.4
P23-099	01/16/24 11:32AM	BP	Footing before pouring concrete	Erin Reis	222 Schoolhouse Rd	95.-1-31.3
<i>Note:</i> pics						

Reference Material

FEB 13 2024

for
Town Board Meeting

Ref #	Inspection Date/Time	Type	Result	Inspector	Parcel Location	Identifier
P23-098	01/16/24 11:34AM	BP	Passed	Erin Reis	222 Schoolhouse Rd	95.-1-31.4
<i>Note:</i> pics						
2021-0022	01/16/24 12:14PM	C/T	Approved	Erin Reis	626 Route 203	86.-2-14.1
<i>Note:</i> Owner came in to give update on clean-up and took BP app and will bring back with payment for accessory structure (shipping container)						
P23-121	01/18/24 9:04AM	BP	Passed	Erin Reis	842 Dugway Rd	86.-2-48.210
P23-054	01/18/24 9:48AM	BP	Passed	Erin Reis	23 Lilac Ln	95.-1-42
P23-100	01/23/24 11:26AM	BP	Passed	Erin Reis	Casey 252 West Hill Rd	96.-1-26.3
<i>Note:</i> pics - garage only						
2023-0012	01/23/24 12:44PM	C/T	Failed	Erin Reis	834 Route 203	77.3-1-18
<i>Note:</i> 2-3 signs						
2021-0021	01/25/24 7:49AM	C/T	Failed	Erin Reis	147 Route 203	87.-2-34
P23-097	01/25/24 10:14AM	BP	Passed	Erin Reis	33 Ten Broeck Rd	77.-1-15
<i>Note:</i> Insulation & framing						
2024-0001	01/29/24 10:44AM	C/T	Failed	Erin Reis	581 Harrington Dr	96.-2-89
<i>Note:</i> online pics						
2021-0022	01/30/24 7:58AM	C/T	Partial	Erin Reis	626 Route 203	86.-2-14.1
<i>Note:</i> Still in the process of cleaning up: Items along the road have been removed Items around the shipping container have been removed Items on the porch are being removed Items around the garage still need to be removed BP still needs to be applied for						
P23-096	01/30/24 11:18AM	BP	Passed	Erin Reis	SHELLEY HAEFNER 278 Rigor Hill Rd	94.-1-19.3
<i>Note:</i> pic						
P23-100	01/30/24 11:22AM	BP	Passed	Erin Reis	Casey 252 West Hill Rd	96.-1-26.3
<i>Note:</i> pic - garage						

Reference Material
Feb 15 2024
For
Town Board Meeting

Ref #	Inspection Date/Time	Type	Result	Inspector	Parcel Location	Identifier
P23-120	01/30/24 11:27AM	BP Foundation before backfill	Passed	Erin Reis	Harc 168 Labranch Rd	106.-1-4.4
<i>Note:</i> pic						
P23-066	01/30/24 12:35PM	BP Foundation	Partial	Erin Reis	4375 Crow Hill Rd	104.-1-6.220

Reference Material
FEB 15 2024
For
Town Board Meeting

Austerlitz

Complaint Action Summary

1/1/2024 - 1/31/2024

Complaint #: <All>

Includes Voids

Owner: < All >

Complaint #: 2024-0001

Type: Building Code Violation

Status: Open

Location: 581 Harrington Dr

Identifier: 96.-2-89

Open Date: 01/30/24

Owner: Austin & Krista Sand

Complainant:

Nature Of Complaint: Online for sale illegal finished basement without proper egress

Action Type	Action Date	Action Information	Inspector
Inspection	01/29/24	Type: Driveway Result: Failed	Erin Reis
Notes: online pics			

Reference Material
FEB 7 5 2024
For
Town Board Meeting

Justice Information	
Municipal Name	Town of Austerlitz
Justice ID	[REDACTED]
Justice Number	[REDACTED]
Justice Name	Sharon Grubin

Thank you for submitting your monthly Justice Report. You will receive an email with the status of your report. Please print and retain this page for your records as confirmation of your filing.

Submission Log
02/02/2024 03:39:38 PM / Sharon Grubin / Town of Austerlitz / Submitted Document

Report Certification	
Date Filed	02/02/2024
Report Period	01/2024
Report Amount	\$8,790.00
Date Check Sent to CFO	02/02/2024
AC-1030 Report File	[REDACTED]

Reference Material

FEB 15 2024

For
Town Board Meeting

Justice Information	
Municipal Name	Town of Austerlitz
Justice ID	
Justice Number	
Justice Name	David Cassuto

Thank you for submitting your monthly Justice Report. You will receive an email with the status of your report. Please print and retain this page for your records as confirmation of your filing.

Submission Log
02/02/2024 03:38:42 PM / David Cassuto / Town of Austerlitz / Submitted Document

Report Certification	
Date Filed	02/02/2024
Report Period	01/2024
Report Amount	\$23,218.00
Date Check Sent to CFO	02/02/2024
AC-1030 Report File	

Reference Material

FEB 15 2024

For
Town Board Meeting

SHaag

From: Kyle Miller <kmiller7204@gmail.com>
Sent: Monday, February 12, 2024 10:03 PM
To: SHaag
Subject: Correction

I actually have one entry for this past month:

2/4 - Stray female beagle found on State Rt. 203 near Cty. Rt. 9. No collar or tags. Finder was willing to hold onto the dog until an owner came forward. No further updates at this time.

Kyle Miller
Dog Control Officer
Town(s) of Austerlitz, Claverack, Copake, Ghent, Hillsdale, and Taghkanic
Cell: (845)407-1367

Reference Material

FEB 15 2024

For
Town Board Meeting



Town of Austerlitz, New York Annual Energy Benchmarking Report

Reference Material

FEB 15 2024

For
Town Board Meeting

OVERVIEW

This annual report is used to track municipal buildings' energy performance and is created in compliance with a passed Resolution on November 15th, 2018. Comparisons between annual reports can provide insights into energy use, including potential cost savings. This report includes only municipal buildings larger than 1,000 sq. ft.

PROPERTY INFORMATION

This table provides basic information about each municipal building over 1,000 sq. ft. in size.

Property Name	Address	Gross Property Area (ft ²)
Town Hall	816 Route 203	6,019
Town Garage	714 Route 203	8,400

ENERGY STAR SCORE

The ENERGY STAR Score is a measure of how well your property is performing relative to similar properties, when normalized for climate and operational characteristics. A 1-100 scale is used so that 1 represents the worst performing buildings and 100 represents the best performing buildings. A score may not be available for certain properties because of use type or insufficient information.

Property Name	ENERGY STAR Score				
Year	2019	2020	2021	2022	2023
Town Hall	n/a	n/a	n/a	n/a	n/a
Highway Garage	n/a	n/a	n/a	n/a	n/a

SITE EUI

The Site Energy Use divided by the property square foot. Site Energy is the annual amount of all the energy your property consumes onsite, as reported on your utility bills. Use Site Energy to understand how the energy use for an individual property has changed over time.

Property Name	Site EUI (kBtu/ft²)				
Year	2019	2020	2021	2022	2023
Town Hall	26.7	21.4	22.9	26.8	24.2
Highway Garage	44.5	40.8	63.2	64.7	47.2

GREENHOUSE GAS EMISSIONS

Gases that trap heat in the atmosphere are called greenhouse gases. This number includes both direct greenhouse gases, which comes from burning fossil fuels like oil, propane and natural gas, and indirect emissions like electricity.

Property Name	Total GHG Emissions (Metric Tons of CO2e)				
Year	2019	2020	2021	2022	2023
Town Hall	5	4	4.3	5	4.5
Town Highway Garage	26.1	23	30.4	32	23

Reference Material
2024
For
Town Board Meeting

Revised Greenhouse Gas Inventory and Benchmarking

This month Coordinator Kathryn Beilke and Haley Balcanoff from CDRPC completely overhauled the town's original Greenhouse Gas Inventory with comprehensive data from 2019 through the end of 2023. In addition, an updated benchmarking document for facilities over 1,000 sq feet was produced. The newest spreadsheet available into which the previous years' data and newest available data through 2023 was imported uses updated emissions factors when calculating GHG emissions. So the figures provided are the most accurate they've ever been.

While the GHG Inventory includes fuel deliveries for the town's vehicle fleet, propane for the Town History Center, and electricity for street lights and the town park, the benchmarking report itself reflects positive change in energy usage for larger facilities. Previously thought to be amongst the largest contributors to the town's overall GHG emissions, the garage has made strides to bring energy usage down to 2020 levels. We hope to have a summary document of the GHG Inventory available by the date of the town board.

Property Name	Total GHG Emissions (Metric Tons of CO2e)				
Year	2019	2020	2021	2022	2023
Town Hall	5	4	4.3	5	4.5
Town Highway Garage	26.1	23	30.4	32	23

Reference Material
2.23.15.2024
for
Town Board Meeting

Previously the baseline for the GHG Inventory was 2019. We would like to propose using an average of years 2019-2022 as a baseline in order to provide the most accurate picture and show reductions from the year that the Climate Action Plan was passed from previous years. This means that the town highway garage's GHG baseline would be 27.9 MTCO2e, making 2023 emissions 17.6% below baseline. This is a significant enough reduction for the town to receive additional points in Climate Smart Communities and Clean Energy Communities.

Feedback on Draft Comprehensive Plan

The Climate Committee was pleased to have received a draft of the Comprehensive Plan in December and provided feedback to the Comprehensive Plan Advisory Committee via Greg Vogler and Nan Stolzenberg on February 4th, 2024. Feedback was solicited from members of the committee as well as from engagement with Christine Vanderlan of the Hudson River Estuary program. CSC Actions were highlighted throughout the plan and Haley Balcanoff estimates we will receive 18 points as it currently stands, and perhaps the potential to receive the full available 21 points if there are some key provisions about waste included.

Film for AusterlitzClimateAction.org

Climate Committee members Jere Wrightsman and Jonathan Miller have been interviewing community members - particularly elders - on film about their relationship with the landscape in Austerlitz and what changes they have witnessed over the years. Jon Miller is an Emmy award winning filmmaker that the Climate Committee is fortunate to have as a member and we're glad to be using this skillset in advancing and promoting our work. Interviews thus far have featured climate's impact on local fishing, birding, and maple syrup production. The next phase of interviews will include Austerlitzians who have made improvements to their household, business, or lifestyle that have a positive impact on the environment. The video will be featured on the home page of AusterlitzClimateAction.org with the hope of inspiring our community to join our efforts.

Respectfully submitted,

Reference Material
FEB 13 2024
For
Town Board Meeting

Town of Austerlitz
2024 Agreement for Expenditure of Highway Funds

Reference Material
FEB 15 2024
For
Town Board Meeting

This agreement is entered into by the Town of Austerlitz Highway Superintendent and the undersigned members of the Town Board of the Town of Austerlitz pursuant to section 284 of the Highway Law as set forth below and shall be effective for the fiscal year of 2024. We hereby agree that the monies levied and collected for the repair and improvement of the Town highways, and those monies received from the State of New York for the repair and improvement of Town highways, shall be utilized as follows:

1. General Repairs: The sum of, not to exceed, \$357,000, may be expended for general repairs and maintenance upon 61.7 miles of Town highways including sluices, culverts, drainage ditches and bridges having a span of less than five feet and boardwalks or renewals thereof.

Highway Staff Payroll – General Repairs	\$165,000.00
Highway Clerk Payroll	\$12,000.00
Highway Repairs and Maintenance	\$165,000.00
Dust Control	\$15,000.00

2. Improvements: The following sums shall be set aside for the improvement of Town highways as described below:
 - a) Dugway Road: There shall be expended the sum of, not to exceed, \$350,000, provided that at least 100% of said amount is to be taken from the NYS CHIPS funding program
Type: Blacktop Project, C.H.I.P.s.
 - b) Rigor Hill Road: There shall be expended the sum of, not to exceed, \$38,000, provided that it is funded by the Austerlitz Town Board from unallocated fund balance to cover the difference from 2024 budget.
Type: Chip Seal Project
 - c) Pratt Hill Road: There shall be expended the sum of, not to exceed, \$60,000, provided that it is funded by the Austerlitz Town Board from unallocated fund balance to cover the difference from 2024 budget.
Type: Chip Seal Project
 - d) North Cross Road and South Cross Road: There shall be expended the sum of, not to exceed, \$20,000, provided that it is funded by the Austerlitz Town Board from unallocated fund balance to cover the difference from 2024 budget.
Type: Chip Seal Project

- e) Longview Road and Greenfield Center: There shall be expended the sum of, not to exceed, \$200,000, provided that it is funded by the Austerlitz Town Board from unallocated fund balance to cover the difference from 2024 budget.

Type: Blacktop Project

3. It is hereby acknowledged that the foregoing is "best estimates", based upon information of road conditions and pricing that the Highway Superintendent has, at the time that this agreement is executed. It is also hereby acknowledged that the foregoing is "best estimates", of revenue for the above projects based upon information that the Town Board has, at the time this agreement is executed, regarding revenues and expected NYS C.H.I.P.s funding that the Town of Austerlitz expects to receive in the next fiscal year, 2024. If there are any changes in the scope of work, available materials, pricing, revenues or NYS C.H.I.P.s funding amounts, this agreement may be modified in writing by the parties hereto.

This agreement shall take effect when approved by the Town Board and executed by the Highway Superintendent and at least a majority of the members of the Town Board.

This agreement shall be effective from February 15, 2024 and shall remain in effect through December 31, 2024.

Executed in duplicate this 15th day of February, 2024 by;

Reference Material

FEB 15 2024

For
Town Board Meeting

Peter Fitzpatrick, Highway Superintendent

Robert Lagonia, Town Supervisor

Greg Vogler, Town Board Member

Cara Humphrey, Town Board Member

Ken Kaplan, Town Board Member

Chris Schober, Town Board Member

Town of Austerlitz
Columbia County
New York

Resolution #31-2024, Introductory Local Law No. 1 of 2024

At the regular monthly meeting of the Town of Austerlitz Town Board, duly called and held on the 15th day of February, 2024, the following Resolution was proposed and seconded by:

Proposed By: _____

Seconded By: _____

WHEREAS, the Town Board authorized and commenced, in 2022, a planning process for a complete update of the Town's Comprehensive Plan that has not been updated or revised since its adoption in 2004 and that process is ongoing and nearing the public comment stage; and

WHEREAS, the Town Board also recognizes that there currently exists problematic issues with the current Town Zoning Code as previously documented and that the Zoning Code will be amended in conjunction with the Comprehensive Plan update process; and

WHEREAS, in July 2023, the Town Board enacted a 9-month moratorium on certain land use development due to its concern that, while the Comprehensive Plan and Zoning update process is ongoing, land uses and developments may be proposed and processed that would be incompatible with the updated Comprehensive Plan and would circumvent the planning efforts underway; and

WHEREAS, the Town Board confirms its belief that enacting a temporary pause in the processing of proposals for new land uses and developments that require a special use permit while the Comprehensive Plan and Zoning Code update process is in progress would best serve the interests of the Town and its residents; and

WHEREAS, the 9-month moratorium established by the adoption of Local Law No.1 of 2023 is due to expire on April 17, 2024; and

WHEREAS, the Town Board finds that, although much work has been done in the update process including a complete draft Comprehensive Plan being readied for public comment, more time is necessary, beyond the two months left before the moratorium is due to expire, in order to complete the process; and

WHEREAS, a proposed Town Local Law (introductory Local Law No. 1 of 2024) that would continue the moratorium already in place for nine additional months has been prepared and reviewed by the Town Board;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Town Board hereby introduces and proposes for adoption introductory Local Law No. 1 of 2024 of the Town of Austerlitz which continues the 9-month moratorium effective on July 18, 2023 by Local Law No. 1 of 2023 for another nine months from April 18, 2024, the date the 2023 Law will expire.
2. The Town Board determines that the adoption of the proposed Local Law is an action that is identified as a Type II action in section 617.5 (c)(36) of the State Environmental Quality Review Act (SEQRA) as local legislation involving adoption of a moratorium on land development or construction.
3. The Town Board hereby schedules a public hearing for the proposed Local Law No. 1 of 2024, to be held at the Town Hall, on March 21, 2024, commencing at 6:45 p.m.
4. The Town Board hereby directs that notice of the public hearing be posted at the Town Hall, on the Town website, and published at least once in the Town's official newspaper a minimum of 5 days before the scheduled hearing date.
5. This Resolution shall take effect immediately.

Upon the question of the foregoing Resolution, the following Town Board Members voted "Aye:"

Reference Material
FEB 15 2024
for
Town Board Meeting

The following Town Board Members voted "Nay:"

The Resolution having been approved by a majority of the Town Board, the said resolution was duly adopted by the Town Board of the Town of Austerlitz on February 15, 2024.

Dated: February 15, 2024

Signed: _____, Town Clerk

Introductory Local Law No. 1 of the Year 2024

A Local Law entitled, “Extension of Town of Austerlitz Moratorium of 2023 on Certain Land Uses and Development”

A Local Law establishing a nine-month extension of the moratorium on certain uses and development in the Town of Austerlitz.

Reference Material

FEB 15 2024

Be It Enacted By The Town Board Of The Town Of Austerlitz as follows:

For
Town Board Meeting

Section 1: Legislative Findings

By Local Law No. 1 of 2023, the Town Board of the Town of Austerlitz adopted a nine-month moratorium on the acceptance, processing and approval of special permit applications as may be required by the Town Zoning Code in order to establish certain uses. The reason for the moratorium was, and still is, to provide time to finish the process, started in 2022, for a complete update of the Town of Austerlitz Comprehensive Plan which was first adopted on September 9, 2004, and had not been amended or revised since its adoption. Since the update process started in 2022, it became clear that the Town Zoning Code, which basically allows a wide variety of uses anywhere in Town upon the issuance of special use permit, does not serve the community well and does not provide for appropriate planning for the future growth of the Town. As stated in Local Law No. 1 of 2023, the Town Zoning Code also does not provide the specific criteria and guidance to the Planning Board in reviewing and determining whether special use permits should be issued and this has created difficulty not only for the Planning Board but also for the community and applicants due to the lack of predictability in the planning for new uses and developments and in the review and decision-making process. Thus the Town Board concluded that the moratorium was necessary because continuing to accept and process special use permit applications while the Comprehensive Plan was being updated and changes were made to the Zoning Code could result in land uses and developments being established that are (a) contrary to the goals, policies and recommendations in the updated Comprehensive Plan, (b) contrary to the zoning amendments that will be based on the updated Comprehensive Plan, and (c) detrimental to residents and the future growth of the Town.

The Town has made much progress since the moratorium Local Law was adopted in 2023. A complete draft of the updated Comprehensive Plan has been circulated internally for comments and the draft Plan is being readied for public comment. The Town has also started working on changes to the Town Zoning Code based on the draft Comprehensive Plan. Although much work has been done, the Town Board recognizes that more time is needed to allow for the public comment portion of the process and to complete both the Comprehensive Plan and zoning updates. The Town Board affirms its prior finding set forth in Local Law No. 1 of 2023 that it is necessary and appropriate to have a short-term moratorium on those uses that require a special use permit as set forth in the present Town Zoning Code in order to ensure that new land uses and developments are compatible with the policies and recommendations set forth in an updated Comprehensive Plan and are in compliance with zoning amendments that will proceed from the updated Comprehensive

Plan. Accordingly, the moratorium enacted in 2023 should be continued until the Comprehensive Plan and Zoning update process is complete. The 9-month moratorium enacted in 2023 and which became effective on July 18, 2023 (the filing date with the Department of State) will expire on April 18, 2024. The Town Board estimates that such process will take another nine months from that date.

Section 2. Purpose and Intent.

Pursuant to the statutory powers vested in the Town Board of the Town of Austerlitz to regulate and control land use within the boundaries of the Town and to protect the health, safety and welfare of its land owners and residents, the Town Board proposes to continue the temporary pause on new land uses and development that require a special use permit under the Zoning Code in order to allow the Comprehensive Plan process to be completed and zoning amendments to be enacted.

It is the intent of the Town Board to complete the Comprehensive Plan process currently in progress as quickly as practicable, with opportunity for further input from Town residents and property owners, and to thereafter enact amendments to the current Town Zoning Code.

The purpose of this local law is to prohibit, for a relatively short duration, the acceptance, processing, or approval of any application for a special use permit for any and all of the uses that require a special use permit as listed in the Allowable Use Groups Chart set forth in Section 195-13 of the current Town Zoning Code for the Rural Residential (RR), the Austerlitz Hamlet (A-HM) and the Spencertown Hamlet (S-HM) zoning districts with the exception of a few uses identified in Section 3 of this local law. All uses that are indicated as prohibited in the Allowable Use Groups Chart in those districts shall remain as prohibited. By enacting this moratorium, the Town can continue the planning process for an updated Comprehensive Plan and zoning amendments and can evaluate land use policies and regulatory controls in an orderly manner that will consider the Town's future growth, economy, and the Town's existing natural resources and community character.

Section 3. Moratorium

A. Pursuant to the powers of New York State Home Rule and Town Law, for a period of nine (9) months immediately following the April 18, 2024 expiration date of Local Law No.1 of 2023, the moratorium established in said Local Law No. 1 of 2023 shall continue for an additional nine months to end January 18, 2025. Said moratorium is on the acceptance, processing, or approval of any application for a special use permit for any and all of the uses that require a special use permit (SP) as listed in the Allowable Use Groups Chart set forth in Section 195-13 of the current Town Zoning Code for the Rural Residential (RR) zoning district, the Austerlitz Hamlet (A-HM), and the Spencertown Hamlet (S-HM) with the exception of applications for professional office, restaurant or retail business uses in an existing building without need for exterior improvements that are located in the Austerlitz Hamlet (A-HM) or the Spencertown Hamlet (S-HM) zoning districts.

B. During the term of this moratorium as continued herein, no applications will be accepted and no processing, review, actions, permits or approvals shall be continued, commenced, undertaken,

made or issued by the Town of Austerlitz Planning Board or any other board, department, committee, official or agent of the Town of Austerlitz with respect to any of the uses identified in Section 3(A) of this local law. This moratorium shall apply to all special use permit or site plan applications whether pending or in process at, or received prior to, the effective date of this local law.

Section 4. Enforcement

This local law shall be enforced by the Code Enforcement Officer of the Town of Austerlitz pursuant to, and in the same manner and subject to the same penalties, fines and remedies as set forth in Article XIII (entitled “Enforcement”) of the Town Zoning Code.

Section 5. Supersession

To the extent that this local law, or any provision set forth therein, is inconsistent with any New York State statute or regulation, it is the intent of this local law to supersede any such statute or regulation.

Section 6. Severability

Should any section or provision of this local law be declared null, void, voidable or invalid, by a court of competent jurisdiction, such judgement, order, declaration, or finding shall not effect the remaining sections or provisions of this local law.

Section 7. Effective Date and Term

This local law shall take effect immediately upon its filing with New York State Secretary of State and shall remain effective until the first of the following occurs: (a) the repeal of this local law or (b) the date nine (9) months from the expiration date of Local Law No.3 of 2023, unless otherwise extended or amended by the Town Board.

End Of Local Law

Reference Material
FEB 15 2024
For
Town Board Meeting

Town of Austerlitz
Columbia County
New York

Reference Material
FEB 15 2024
For
Town Board Meeting

Resolution #32- 2024, Fund Balance Policy

At the regular monthly meeting of the Town of Austerlitz Town Board, duly called and held on the 15th day of February, 2024, the following Resolution was proposed and seconded by:

Proposed By: _____

Seconded By: _____

WHEREAS, the Town Supervisor, Deputy Supervisor and the Town Board monitors and manages the Town finances throughout each fiscal year to ensure that the Town of Austerlitz meets its budgetary needs and has enough funds on hand to adequately maintain Town buildings and infrastructure as well as to provide appropriate services to its residents; and

WHEREAS, the Town Board also recognizes that managing the Town's finances also involves planning for future events that may be unexpected such as weather-related emergencies, breakdowns in equipment, or repairs to Town buildings as well as reductions in non-property tax revenue streams due to regional or national economic factors or unforeseen circumstances such as the Covid-19 pandemic; and

WHEREAS, although such circumstances are out of the control of the Town Board and Town officials, that is no reason to not plan for such circumstances in order to maintain financial stability and continuity for the Town government; and

WHEREAS, accordingly, the Town has over the last few years been trying to have enough funds in reserve for the Town to meet its needs in the event circumstances arise that may not be able to be calculated for in the Town's annual operating budget; and

WHEREAS, the Town Board believes that such fiscal approach is in the best interests of the Town's taxpayers in order to maintain stable property tax rates over a long period of time and in the best interests of all Town residents to ensure appropriate Town services are not disrupted or need to be reduced; and

WHEREAS, the Town Supervisor and the Deputy Supervisor have developed a policy over the years for this purpose but such policy has not been memorialized in an official written policy of the Town and, to address that, have prepared a written policy on Town Fund Balances;

WHEREAS, a proposed Town Fund Balance Policy regarding both unallocated and reserve funds has been provided to the Town Board for its review;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Town Board hereby introduces and adopts the Town of Austerlitz Fund Balance Policy, dated February 2024, as attached hereto.
2. The Town Board believes that this policy should be adhered to as much as is practical and also should be revisited on an annual basis and updated as appropriate.
3. This Resolution shall take effect immediately.

Upon the question of the foregoing Resolution, the following Town Board Members voted "Aye:"

Reference Made
Feb 15 2024
For
Town Board Meeting

The following Town Board Members voted "Nay:"

The Resolution having been approved by a majority of the Town Board, the said resolution was duly adopted by the Town Board of the Town of Austerlitz on February 15, 2024.

Dated: February 15, 2024

Signed: _____, Town Clerk

Town of Austerlitz Fund Balance Policy February 2024

Reference Material

FEB 15 2024

For
Town Board Meeting

Purpose

The Town Board of the Town of Austerlitz has adopted the following policy to ensure financial security and continuity through the maintenance of a healthy fund balance that guides the creation, maintenance, and use of resources for financial stabilization purposes.

Sufficient fund balances are an important component in the Town's financial planning for specific expenses, future projects, and other lawful purposes.

Town reserve funds, including unallocated fund balances and specifically allocated reserve funds, must be properly established, maintained and monitored to promote the goals of creating an open, transparent and accountable use of public funds.

The Town's primary objective is to maintain a prudent level of financial resources to protect against a material reduction in service levels or the need for significant tax increases and fees due to large revenue shortfalls or unpredicted one-time expenditures. The regularly budgeted Contingency Fund is not adequate for such purposes as explained below. The Town also seeks to maintain the highest possible credit ratings, which are dependent, in part, on the Town's maintenance of a healthy fund balance.

Types of Fund Balances

There are basically two types of fund balances: (1) unassigned or unallocated fund balances, and (2) assigned or allocated fund balances called "reserve funds."

The first type is the amount of funds, either in the Town's General Fund and Highway Fund, which are left over after all the budget line items are accounted for. The second type are those funds earmarked for specific expenditures or purposes - the reserve funds. These must be established pursuant to applicable statutes and act like savings accounts but only for specific purposes. To date, the Town has established two reserve funds, one for Capital Improvements such as municipal buildings, road or bridge projects, and one for Capital Purchases for the purchase of highway equipment or vehicles.

Note that in order to expend any money from either of the two established Reserve Funds, the Town Board must adopt a resolution identifying the specific purchase or project and that resolution is subject to a permissive referendum - meaning that the resolution is not effective until 30-days from its adoption, or if a petition(s) with the requisite amount of signatures (10% of votes cast at last gubernatorial election) opposing the resolution is filed with the Town Clerk within that 30-day time period, until a Town-wide referendum is held on the resolution. Thus, the Reserve Funds require long-term planning and are not suitable for costs or expenditures that must be addressed quickly even if they are within the purposes of the Reserve Funds.

It should be also noted that the Contingency line item in each annual budget does not serve the same purposes as Reserve Funds. The Contingency line item established in the Town's Budget each year is there to accommodate expenditures or costs that may exceed the appropriated amounts in other budgeted line items. The Contingency line item is thus an expected amount to be expended during the course of the fiscal year and is allocated at a relatively small amount to accomplish that purpose of balancing the Budget. In the 2024 budget the Contingency line item (A1990.4) is allocated \$100,000 which is sufficient to handle expected contingencies throughout the fiscal year. It is not adequate to accommodate a severe emergency or other unexpected cost or significant downturn in non-property tax revenue.

Policy Statement

The fund balance of the Town's General Fund and Highway Fund has been gradually accumulated over the past several years to provide stability and flexibility to respond to unexpected adversity and/or opportunities. As the NYS Comptroller Local Government Management Guide states, "A reasonable level of unrestricted, unappropriated fund balance provides a cushion for unforeseen expenditures or revenue shortfalls and helps to ensure that adequate cash flow is available to meet the cost of operations."

It is hereby declared a policy of the Town of Austerlitz that Town finances will be managed to maintain balances of the various funds at levels sufficient to mitigate current and future risks, such as revenue shortfalls and unanticipated expenditures, ensure stable tax rates and protect or enhance the Town's assets, services and human resources as well as to maintain a good credit rating.

A. Unappropriated Fund Balance

This Fund Balance should be maintained at a healthy level in which to be adequate for unexpected contingencies and to help defray the costs of expensive public improvement projects or purchases that may exceed the appropriated amount in the budget. This level should not be tied to a percentage of the Town's overall budget amount since the Town budget is relatively small. For instance, the budget for the Town of Austerlitz for 2024, minus CHIPS and contingent funding, is approximately \$1.5 million. A percentage of that total budget at say 20% which may be considered the general rule of thumb for unallocated fund balances would result in only \$300,000 in reserves. Such amount would be totally inadequate for a major weather emergency or an unexpected road or bridge repair or even the need to replace an expensive piece of highway equipment that suddenly becomes inoperable. In addition, the Town finances has to be able to weather a recession or downturn in the economy that would have a detrimental impact in sales tax, mortgage tax, building or planning permit fees which comprise a significant portion of the Town's annual revenues. The Town would then have to borrow in order to come up with the shortfall and raise taxes because of that borrowing for the next several years. Two or more such circumstances happening in the same year (more and more likely due to climate changed storms) would result in a budget crisis that would have longterm effects on the provision of services or taxing levels.

Reference Material

FEB 15 2024

For
Town Board Meeting

As such the unallocated Fund Balance should be maintained at or around a 1.2 - 1.5-million-dollar level to the extent feasible. This is determined to be an adequate cushion to provide financial stability and tax revenue continuity for the Town based on the following rationale.

The budget for the Town of Austerlitz for 2024, minus CHIPS and contingent funding, is approximately \$1.5 million.

First month of the year. It is good practice to have in reserve enough funds to finance the first month of the year while waiting for property tax revenue (and other sources) are received by the town. \$1.5 million / 12 months = approximately \$125,000.

Financial stabilization. A purpose of having a healthy fund balance is to ensure financial security, e.g. in the event of a severe or even mild recession, emergencies or other unexpected situations. Accordingly, the Town should be saving to mitigate up to a 20% cutback in non-property tax revenues (such as sales tax or mortgage tax) or \$140,000¹ for three years, for a total of \$420,000.

Emergencies. Another purpose of having a fund balance is to be prepared for emergencies. In the last few years, climate change has already produced unprecedented storms which have required Town response exceeding typical repair and maintenance outlays. As has been well documented, weather emergencies and disasters are only expected to worsen with greater frequency. Such expenditures may be reimbursed if national or state disasters are declared but this is not always assured and even if reimbursement is available it usually takes much time to receive funding and it does not always cover the full cost. As such, the Town needs to have enough money set aside to accommodate the emergency situations. This amount should be at least \$500,000 available each year.

Large Capital Projects or Expenditures. The Fund Balance can also be used to soften the financial impact of major capital projects or expenditures. When the Fund Balance exceeds the optimal level, the excess can be used to fund Town infrastructure improvements or significant equipment purchases. Reserve Funds, discussed below, should be used for planned projects or purchases but where a need arises that was not planned, the Fund Balance should be used for such purposes to reduce or avoid borrowing or bonding. Since the Fund Balance is unrestricted, it provides the flexibility when such circumstance arise. The portion of the Fund Balance amount for such purposes should be maintained at \$250,000.

B. Reserve Funds

¹ \$1.5 million total 2024 budget (less CHIPS and contingent funding) less \$700,000 property tax levy (guaranteed by the County) = \$800,000 the Town needs to raise to fund operations of the Town. Approximately \$700,000 is received from: sales tax (350,000), mortgage tax (120,000), fines and forfeitures (180,000), and interest (50,000). 20% of this amount is \$140,000. There is approximately \$100,000 in other sources of funding that is not included in this calculation.

Reference Material

FEB 15 2024

For
Town Board Meeting

In addition to the unallocated Fund Balance, the two Reserve Funds (Capital Projects and Purchases) should be funded each year so that specific projects and/or purchases can be accommodated when due. It is important that the Town Board work with the Highway Superintendent to establish an anticipated capital project and capital purchase schedule so that the Reserve Funds can be incrementally funded to meet those projected dates when such funds are expected to be utilized either standing alone or as a portion of the total expenditures.

As an example, the Town garage is approximately 20 years old. This facility will eventually have to be replaced in the future. The Town should plan for such event happening and start to save by utilization of the Reserve Fund so that borrowing is reduced or even eliminated. Another example is the Strawberry Hill bridge (culvert), built decades ago. The Town had repairs made in 2023 which should extend the bridge's life span by 20-30 years or so but eventually the bridge will have to be replaced. The cost to replace the bridge, a responsibility of the town, could be approximately \$2 million dollars or more. The same could be done for the Capital Purchase Reserve Fund for use in purchasing costly motorized equipment for the Highway Department and a replacement plan for Highway Equipment should be prepared so the Reserve Fund can be adequately funded to accommodate such replacement schedule.

While bonding is an option, the Town Board believes it financially prudent to establish goals for funding reserve funds so that the actual cost can be softened by having savings for such purposes and to mitigate against the possibility of very large bond issuances which could be especially costly with the current interest rates that are likely to remain high for some time and which could thereby result in significant tax increases and noncompliance with the State's tax cap.

Conclusion

The Town Board commits to continue monitoring the Town's finances including Fund Balance levels, with the goal to maintain financial stability without having to require sudden, unplanned and detrimental tax increases or service cuts or borrowings. At present, the Town's unallocated and reserved fund balances are not at their desired levels but the Town Board remains committed to continue on the course of saving that it started some years ago for all the reasons set forth above. Thus, it is recommended that this policy be revisited annually to ensure that the current fund balances are adequate for the Town's present and future needs.

Reference Material
FEB 15 2024
For
Town Board Meeting