

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.

| | Increase to Appropriations | Decrease to Appropriations |
|--------------------------|-------------------------------|-------------------------------|
| Highway Fund | | |
| DA9010.8 RETIREMENT | | 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
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| | | | | |
|----------|----------------------|-----------|--------|-----------|
| 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 BOARD | | | 7,554.00 |
| 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

FEB 11 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

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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.

Reference Material
JAN 2024
For
Town Board Meeting

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
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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
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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

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 13 2024

For
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**TOWN OF AUSTERLITZ
SUPERVISOR'S REPORT**

January 31, 2024

| AT THE END OF JANUARY THE CASH BALANCES WERE: | | ELLSWORTH GRANT | | SPECIAL CAPITAL RESERVES | | TRUST & AGENCY | | HEALTH | | SALT SHED | | TOTALS | |
|---|----------------------|---------------------------------|------------------------|--------------------------|----------------------|-------------------------|---------------------|--------------------|--------------------|--------------------------|------------------------|--------|--|
| GENERAL | | A3004 SPECIAL GRANTS | | TOWN HALL | | SPECIAL HIGHWAY RESERVE | | SPECIAL GRANTS | | TOWN HALL | | TOTALS | |
| General | ARPA | TD Bank Certificates of Deposit | Highway | Highway Reserve | A3004 Special Grants | Town Hall | Salt Shed | Health | Trust & Agency | Special Capital Reserves | Totals | | |
| General Money Market | \$ 544,555.12 | \$ 29,823.69 | \$ 1,100,669.04 | \$ 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 | \$ 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

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| TOWN OF AUSTERLITZ GENERAL FUND FOR YEAR ENDING 12/31/2024 | | 2024 BUDGET | | 2024 ACTUAL | | 2024 | | |
|--|-----------------------|-------------|-----|-------------|-----------|-----------|------------|---------|
| | | ORIGINAL | ADJ | ADJUSTED | JANUARY | YTD | BALANCE | % USED |
| APPROPRIATIONS | | | | | | | | |
| 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 | 3,000.00 | | 3,000.00 | - | - | 3,000.00 | 0.00% |
| 1460.4 | RECORD | 9,171.00 | | 9,171.00 | 705.46 | 705.46 | 8,465.54 | 7.69% |
| 1620.1 | BUILDING | 72,000.00 | | 72,000.00 | 486.79 | 486.79 | 71,513.21 | 0.68% |
| 1620.4 | BUILDING | 41,000.00 | | 41,000.00 | 1,978.35 | 1,978.35 | 39,021.65 | 4.83% |
| 1910.4 | INSURANCE | 1,000.00 | | 1,000.00 | 899.00 | 899.00 | 101.00 | 89.90% |
| 1920.2 | DUES | 16,960.00 | | 16,960.00 | 4,460.48 | 4,460.48 | 12,499.52 | 26.30% |
| 1920.4 | CLIMATE COMMITTEE | 100,000.00 | | 100,000.00 | - | - | 100,000.00 | 0.00% |
| 1990.4 | CONTINGENT | | | | | | | |
| 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% |

| TOWN OF AUSTERLITZ GENERAL FUND FOR YEAR ENDING 12/31/2024 | | 2024 BUDGET | | 2024 ACTUAL | | 2024 | | |
|--|--------------------------|-------------|-----|-------------|-----------|-----------|------------|---------|
| | | ORIGINAL | ADJ | ADJUSTED | JANUARY | YTD | BALANCE | % USED |
| APPROPRIATIONS | | | | | | | | |
| <u>Economic Assistance and Opportunity</u> | | | | | | | | |
| 6772.4 | AGED PROGRAMS | 750.00 | - | 750.00 | - | - | 750.00 | 0.00% |
| Total E & O | | 750.00 | - | 750.00 | - | - | 750.00 | 0.00% |
| <u>Culture and Recreation</u> | | | | | | | | #DIV/0! |
| 7140.1 | PARKS | - | - | - | - | - | - | 0.00% |
| 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 | 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 | 171.66 | 27,888.34 | 0.61% |
| <u>Home and Community Services</u> | | | | | | | | |
| 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 | 599.14 | 6,590.86 | 8.33% |
| 8020.11 | PLANNING CLERK | 4,500.00 | - | 4,500.00 | 50.00 | 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 | 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 | 944.14 | 23,930.86 | 3.80% |
| <u>Undistributed</u> | | | | | | | | |
| 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 | 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 | 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 | 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 | 32,813.42 | 811,886.58 | |

| TOWN OF AUSTERLITZ | | | | | | | | | |
|-----------------------------------|------------------------------|---------------------|----------|---------------------|-------------------|-------------------|---------------------|---------------|---------|
| HIGHWAY FUND | | | | | | | | | |
| FOR YEAR ENDING DECEMBER 31, 2024 | | | | | | | | | |
| Reference Material | | | | | | | | | |
| HH 15 2024 | | | | | | | | | |
| For Town Board Meeting | | | | | | | | | |
| REVENUES | | 2024 BUDGET | | | 2024 ACTUAL | | | BALANCE | % REC'D |
| | | ORIGINAL | ADJ | ADJUSTED | ACTUAL JANUARY | YTD | | | |
| 1001 | PROPERTY TAXES | 693,000.00 | - | 693,000.00 | 693,000.00 | 693,000.00 | - | 100.00% | |
| 1120 | SALES TAX | 60,000.00 | - | 60,000.00 | - | - | 60,000.00 | 0.00% | |
| 2401 | INTEREST | - | - | - | - | - | - | 0.00% | |
| 2655 | SALE OF EQUIPMENT | - | - | - | - | - | - | 0.00% | |
| 2801 | INTERFUND TRANSFER | 10,800.00 | - | 10,800.00 | - | - | 10,800.00 | 0.00% | |
| 3501 | S/A CHIPS | 315,000.00 | - | 315,000.00 | - | - | 315,000.00 | 0.00% | |
| 5031 | OTHER INCOME | - | - | - | - | - | - | 0.00% | |
| TOTAL REVENUES | | 1,078,800.00 | - | 1,078,800.00 | 693,000.00 | 693,000.00 | 385,800.00 | 64.24% | |
| UNEXPENDED BALANCE | | | | | | | | 0.00% | |
| TOTAL AVAILABLE FUNDS | | 1,078,800.00 | - | 1,078,800.00 | 693,000.00 | 693,000.00 | 385,800.00 | 64.24% | |
| APPROPRIATIONS | | | | | | | | | |
| 5110.1 | GEN REPAIRS (PAYROLL) | 165,000.00 | | 165,000.00 | 10,046.90 | 10,046.90 | 154,953.10 | 6.09% | |
| 5110.11 | GEN REPAIRS (CLERK) | 12,000.00 | | 12,000.00 | 1,625.00 | 1,625.00 | 10,375.00 | 13.54% | |
| 5110.41 | HIGHWAY REPAIRS & MAINTEN | 165,000.00 | | 165,000.00 | 1,006.68 | 1,006.68 | 163,993.32 | 0.61% | |
| 5110.42 | DUST CONTROL | 15,000.00 | | 15,000.00 | - | - | 15,000.00 | 0.00% | |
| 5112.2 | CHIPS | 315,000.00 | | 315,000.00 | - | - | 315,000.00 | 0.00% | |
| 5130.1 | MACHINERY | 58,000.00 | | 58,000.00 | 2,760.82 | 2,760.82 | 55,239.18 | 4.76% | |
| 5130.4 | MACHINERY | 60,000.00 | | 60,000.00 | 199.40 | 199.40 | 59,800.60 | 0.33% | |
| 5140.1 | BRUSH & WEEDS | 29,000.00 | | 29,000.00 | 1,673.40 | 1,673.40 | 27,326.60 | 5.77% | |
| 5142.1 | SNOW REMOVAL(PAYROLL) | 72,000.00 | | 72,000.00 | 13,660.55 | 13,660.55 | 58,339.45 | 18.97% | |
| 5142.4 | SNOW REMOVAL | 50,000.00 | | 50,000.00 | - | - | 50,000.00 | 0.00% | |
| 9010.8 | RETIREMENT | 45,000.00 | | 45,000.00 | - | - | 45,000.00 | 0.00% | |
| 9030.8 | SOCIAL SECURITY | 27,000.00 | | 27,000.00 | 2,324.38 | 2,324.38 | 24,675.62 | 8.61% | |
| 9060.8 | HOSPITALIZATION | 60,000.00 | | 60,000.00 | 4,512.23 | 4,512.23 | 55,487.77 | 7.52% | |
| 9089.8 | OTHER EMP BENEFITS-LONGEVITY | 4,000.00 | | 4,000.00 | - | - | 4,000.00 | 0.00% | |
| 9090.8 | UNIFORMS | 1,800.00 | | 1,800.00 | - | - | 1,800.00 | 0.00% | |
| 9901.9 | TRANSFERS | - | | - | - | - | - | #DIV/0! | |
| TOTAL APPROPRIATIONS | | 1,078,800.00 | - | 1,078,800.00 | 37,809.36 | 37,809.36 | 1,039,190.64 | 3.50% | |

**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

BALANCE

NYSERDA Grants

| | | |
|----------------------------|----|----------|
| 12/31/2022 Balance Forward | \$ | 4,480.00 |
| 4/3/2023 Grant Recvd | \$ | 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 |

\$ 14,551.41
 \$ 24,031.41

Grand Total

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 # | Funds In | ACTIVITY | BALANCE IN FUND |
|-------------|-------|----------|----------|-----------------|
| January | K105 | \$ - | - | \$ 12,778.39 |
| | | \$ - | | \$ 12,778.39 |

Reference Material
FEB 15 2024
For
Town Board Meeting

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

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

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

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

SHaag

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.

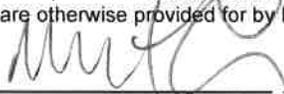
We will be continuing to tackle more maintenance and organizing projects in the shop,
Between our outside work.

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 |

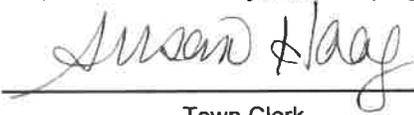
To the Supervisor:

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

2/1/24

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 13 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 |
|----------------|----------|

Reference Material
FEB 7 5 2024
For
Town Board Meeting

Austerlitz

Completion Issued Report

01/01/2024 - 01/31/2024

Contact Type: Applicant

Reference Material
FEB 15 2024
For
Town Board Meeting

| 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 Lundde 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 : 3
Grand Total: 13

Reference Material
 FEB 15 2024
 For
 Town Board Meeting

Austerlitz

Inspection Schedule

01/01/2024 - 01/31/2024

Reference Materials
 Feb 15 2024
 Town Planning

| 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 | Final Inspection | 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 | Final Electrical Inspection | Erin Reis | 20 Harrison Hill Rd | 85.-1-28 | In Ground Pool | P21-030 |
| 1/9/2024 12:35 PM | Footing before pouring concrete | Erin Reis | Hare 168 Labranch Rd | 106.-1-4.4 | New Residence | P23-120 |
| 1/9/2024 12:45 PM | Foundation | Erin Reis | Hare 168 Labranch Rd | 106.-1-4.4 | New Residence | A23-122 |
| 1/15/2024 12:00 PM | Final Inspection | Erin Reis | 135 La Branche Rd | 106.-1-4.112 | Residential Alteration | P21-001 |
| 1/16/2024 11:32 AM | Footing before pouring concrete | Erin Reis | 222 Schoolhouse Rd | 95.-1-31.3 | New Residence | P23-099 |
| 1/16/2024 11:34 AM | Footing before pouring concrete | Erin Reis | 222 Schoolhouse Rd | 95.-1-31.4 | New Residence | P23-098 |
| 1/18/2024 9:04 AM | Framing before enclosing | Erin Reis | 842 Dugway Rd | 86.-2-48.210 | 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 Labranch 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 Bound 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 | CT | 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 | CT | Failed | Erin Reis | 834 Route 203 | 77.3-1-18 |
| <i>Note:</i> 2-3 signs | | | | | | |
| 2021-0021 | 01/25/24 7:49AM | CT | 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 | CT | Failed | Erin Reis | 581 Harrington Dr | 96.-2-89 |
| <i>Note:</i> online pics | | | | | | |
| 2021-0022 | 01/30/24 7:58AM | CT | 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 |
| P23-066 | 01/30/24 12:35PM | BP Foundation | Partial | Erin Reis | 4375 Crow Hill Rd | 104-1-6.220 |

Note: pic

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 Notes: online pics | 01/29/24 | Type: Driveway Result: Failed | Erin Reis |

Reference Material
FEB 15 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 [REDACTED]

Justice Number [REDACTED]

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 [REDACTED]

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 | | | | |
|----------------|-------------------|------|------|------|------|
| | 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/ft ²) | | | | |
|----------------|----------------------------------|------|------|------|------|
| | 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 CO ₂ e) | | | | |
|---------------------|--|------|------|------|------|
| | 2019 | 2020 | 2021 | 2022 | 2023 |
| Town Hall | 5 | 4 | 4.3 | 5 | 4.5 |
| Town Highway Garage | 26.1 | 23 | 30.4 | 32 | 23 |
| | | | | | |

Reviewable 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) | | 2021 | 2022 | 2023 |
|---------------------|---|------|------|------|------|
| | 2019 | 2020 | | | |
| Town Hall | 5 | 4 | 4.3 | 5 | 4.5 |
| Town Highway Garage | 26.1 | 23 | 30.4 | 32 | 23 |
| | | | | | |

Reference Material
2.15.24
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,

Kathryn Beilke

Reference Material
FEB 13 2024
For
Town Board Meeting

Reference Material

FEB 15 2024

For
Town Board Meeting

Town of Austerlitz

2024 Agreement for Expenditure of Highway Funds

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

Reference Material

FEB 15 2024

For
Town Board Meeting

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

For
Town Board Meeting

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

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 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

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
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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. $\$1.5 \text{ million} / 12 \text{ months} = \text{approximately } \$125,000$.

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.

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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.

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.

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