

**TOWN OF WHITEHALL**  
**7 PM**  
**REGULAR MEETING**  
**57 SKENESBOROUGH DRIVE**

**December 21, 2016**

**PRESENT:** George Armstrong – Supervisor  
John Rozell-Councilperson  
Stephanie Safka – Councilperson  
David Hollister-Councilperson

**OTHERS PRESENT:** Town Clerk, Julie Millett; Highway Superintendent, Louis D. Pratt II; Compliance Officer, Vernon Scribner; Rec. Leader, Julie Eagan; Town Attorney, Erika Sellar-Ryan; Clark Howe from Integra LED and Bryan Brooks, Darrell La Chapelle & Steve Brock.

Supervisor opened up meeting with Pledge of Allegiance to Flag and prayer.

Clark Howe from Integra LED is here again this month to see what the Board decided on for the LED lighting. There is a bit of urgency because some of the incentives will be changing in 2017. Right now, you have the option of on bill financing for 12 or 24 months. In 2017 they are taking the option away for the 24 months. The Town can pay for this in a lump sum and get an additional 15% and in 2017 that changes to 5%. In order to lock you in for incentives for 2016 we need a letter of intent signed by the Board by tomorrow at 5 PM.

If you sign the Town will be locked in for all the incentives available for 2016.

National Grid will come out and look at the Town buildings and you will get an energy savings plan and that will be your actual final contract. Supervisor stated that letter of intent means National Grid comes in, but the Board would still not be obligated to do it.

Councilperson Rozell wanted to know what the total cost would be to the Town if we do this. Total cost would be \$16,943.00 to the taxpayers. Councilperson Rozell asked with this amount of money shouldn't we have a second bid. Highway Superintendent claims that if they are all under different departments it should be all right because all four different departments are all under \$10,000. If you were to take the installation costs off of a couple of them then it would be a lower amount and you need two verbal quotes. If you contact someone else and they haven't gotten back to you then you just have to document that for your records and that would cover you for the other quote. Highway Superintendent doesn't believe you have to include as a lump sum because there are four different departments. Councilperson Safka

would like to get another quote. She went down and talked to MacLeod's and they gave her a name of a business that did all of MacLeod's lights. This company has been given a copy of our electric bills to look them over and they would like to come in January to do a presentation. Stephanie's understanding is that we would have a second presentation by another company and then decide who would do it. Supervisor claims that the way the incentives are set up we are giving away thousands of dollars if we delay to 2017. Clark Howe claims that if you wait to January to sign you would lose some incentives. Councilperson Rozell asked Clarke that if we sign this letter of intent is there any penalty and Clark stated no. Councilperson Safka would like two verbal quotes as it states in the Whitehall Purchasing Policy. Councilperson Safka would like the attorney to read over the letter of intent before Supervisor signs. Councilperson Rozell would like to know how the electric bills are being handled. John wanted to know if the Village was paying for some of them. Supervisor told John to get in touch with him sometime and they will go over it. The lights in the fire garage were never looked at for the incentives. Councilperson Hollister wants to sign the intent forms because we are not getting locked in to anything by signing them. Clarke Howe feels that best thing to do is sign the intent forms so the Town doesn't lose any incentives for 2016.

**Motion** made by Councilperson Rozell and seconded by Councilperson Hollister to sign the intent forms for the LED lighting.

Councilperson Safka would like attorney to review intent forms at this time. She just wants to make sure the Town is not locked in to one company.

Erika looked over letter of intent and looks good to sign.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
**Nays 0**

Supervisor signed letter of intent and gave to Clarke Howe.

Darrell Chapelle from the fire company would like to speak at this time on the fire contract. The fire contract expires on December 31, 2016 at midnight. He is concerned because they haven't heard anything back on the contract from the Board. Supervisor stated that the Board proposed a three- year contract at 3% and the recommendation coming back from Brian is that the fire company only wanted to sign for the 3% for one year. Darrell stated that the fire company was also asking for \$4,000 above and beyond per year for fire training center at the Mountain Street location. Councilperson Safka had told them that someone might be able to donate some land to the fire company if they want to go that route. Bryan stated that the fire company would be open to that also. The fire company would like to come back and start negotiations in September for the 2018 contract. Supervisor will set up meeting with the mayor and the fire company. Supervisor thanked them again for all that they do for the community. The attorney recommended the Supervisor talk to the Town of Salem on what they did on their fire district.

**Motion** to accept the prior minutes of November 16, 2016, made by Councilperson Hollister and seconded by Councilperson Rozell.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
**Nays 0**

**Heritage Report**- no written report by Carol Greenough  
Carol took a bad fall out in front of the town building on the ice.

**Rec. Report**-verbal report by Julie Eagan

We had our Christmas Party with 69 kids attending. We had a spaghetti dinner and caroling. Wrestling practice will begin January 15, 2017 on Tuesdays and Thursdays. She would like to set up a time to clean the rugs on the Senior side of the building. Christmas recess Rec. Center will be open 2 PM – 8 PM. NYMIR Safety Rep. would like all employees working at the Rec. Center to have an extensive background check if they are going to be working with children. Attorney agreed that this should be done. NYMIR Rep. told Julie that a local police check would be sufficient. Julie stated that most of them have already had background checks with her being a judge and Christine being a teacher. Julie will see if we can get a copy of proof for them and have it in their personnel file. Attorney stated that the village just went through this in the summer on the village employees.

**Dog Control Report**-written report by Nancy Quell

Had an incident with the cow that has been running loose for months. Was finally hit and killed by a lady and totaled her vehicle. The Town was charged by Nancy Quell to come and take care of it.

**Compliance Officer Report**-verbal report by Vernon Scribner

He would like the Supervisor to contact someone at the County on the Head Start signs that are up all over the Town and get them taken down. The Town Clerk was never notified by the County to even get permission to put them up. He has another issue to discuss with the attorney after the meeting.

**Town Clerk Report** -written report by Julie Millett, tax bills will be mailed out last week in December.

**Town Assessor Report**- written report by Bruce Caza

**Town Supervisor Report** – written report by George Armstrong

Organizational Meeting draft has been handed out to all board members for review. Please come to Organizational Meeting with any questions or comments at that time.

Nancy Quell has asked for a local law at the Town for control of how many dogs a person can have and would like to limit it to 6 dogs. Town of Granville also uses Nancy Quell and they would not be in favor of that law stated the Supervisor. Mayor Ken Bartholomew also has concerns with having a law like this.

**Planning Board Report**- written report by Gregg Chappell

**Budget Officer Report & Budget Transfers** – written report by Joel Carpenter

**Resolution # 45 Budget Transfers**

Supervisor stated that Joel wants to add \$170 to justice fund to cover expenses and \$1,400 for wage increase in maintenance for James Austin.

**Motion** to approve budget transfers made by Councilperson Safka and seconded by Councilperson Hollister.

**ADOPTED**                      **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
   **Nays 0**

Councilperson Rozell wanted to know why we had to increase the justice account. Town Clerk stated that they probably needed more supplies for the year and went over their budget. Town Clerk asked about the wages for maintenance and why that had to be increased by \$1,400. I believe that is James Austin wages. Supervisor stated some of that is going to be coming back.

Resolution will be filed with the minutes and in the Resolution Book.

**Town Highway Report-** verbal report by Louis D. Pratt II

Highway monthly reports have been submitted to the Board for their review.

**Motion** made to accept reports by Councilperson Safka and seconded by Councilperson Hollister.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
**Nays 0**

**All Written reports will be filed with the minutes.**

NYMIR stopped by the highway garage and did a report on things that should be done at the garage and what reports should be on file. All employees are supposed to go to a Sexual Harassment and Violence in the Workplace class annually. Highway Superintendent found out the other day that another Town just dropped NYMIR and saved over \$9,000. Supervisor will look into this and let them know.

Attorney reviewed the highway union contract for the 3% each year for the next four years.

**Motion** made to have the Supervisor sign the union contract made by Councilperson Safka and seconded by Councilperson Hollister.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
**Nays 0**

Louie would like the Organizational Meeting earlier than the 18<sup>th</sup> of January.

Tractor prices are in we are not going that root. David Hollister and Louie went on a little adventure yesterday and the tractor we were interested in looking at isn't as big as we thought it was going to be. The prices we did get were around \$37,000, but it won't be heavy enough for what we want to use it for so we are looking at another \$12,000 for the right tractor. Looking at one from Capital Tractor and Salem Farm Supply. Will have new prices for the Board next meeting.

Vacant Seat on the Board-received two letters of interest and would like to interview by the Board. Board will interview in Executive Session at the beginning of next meeting.

Organizational Meeting set for January 10<sup>th</sup> at 7 PM. Town Clerk will put notice in the Whitehall Times and on the signboard and on the website.

**Fire Contract**

**Motion** to give the fire company 3% increase for a total of \$130,034.51 made by Councilperson Hollister and seconded by Councilperson Safka.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
**Nays 0**

Attorney has been given some of the Board policies that NYMIR Safety Rep. felt needed to be reviewed and updated.

Received renewal liquor license notification from Skene Valley Country Club.

**Abstract # 12 of 2016**            General Fund V#16-12- 1/24    \$50,708.41  
   B Fund                            V#16-12-1                    \$     75.00  
   Highway Fund V#16-12-1/12    \$10,187.46

**Motion** to pay the monthly vouchers made by Councilperson Rozell and seconded by Councilperson Hollister.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
   **Nays 0**

**Motion** made to go into Executive Session to discuss ongoing litigation made by Councilperson Safka and seconded by Councilperson Rozell.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
   **Nays 0**

**Motion** made to return to regular meeting and close the meeting made by Councilperson Safka and seconded by Councilperson Rozell.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Hollister**  
   **Nays 0**

**Adjourned @ 9:05 PM**

**Respectfully submitted,**

**Julie Millett**  
**Town Clerk**