

**TOWN OF WHITEHALL**  
**REGULAR MEETING @ 7:00 PM**  
**57 SKENESBOROUGH DRIVE**

**April 19, 2017**

**PRESENT:** George Armstrong – Supervisor  
John Rozell-Councilperson  
Stephanie Safka – Councilperson  
Timothy Kingsley-Councilperson

**ABSENT:** David Hollister-Councilperson

**OTHERS PRESENT:** Town Clerk, Julie Millett; Highway Superintendent, Louis D. Pratt II; Whitehall Times Reporter, Matt Saari; Town Attorney, Erika Sellar-Ryan; Rec. Leader, Julie Eagan; Village Mayor, Phil Smith; Compliance Officer, Vernon Scribner, Beth Reynolds, Dana Grant, John Millett Jr.; Lakes to Locks, Janet Kennedy.

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

Supervisor introduced Janet Kennedy from Lakes to Locks at this time for her presentation on the progress of the conversion of the Canal Corp. Building to a Visitor's Center. It will feature resources for the whole northern Washington County on recreation and nature. She had a meeting with the Canal Corp. and representatives of the Town and Village. We talked about the concept and the audience it would target. We would be targeting people that are here visiting family members and people with second homes and coming here with friends and neighbors and also people who are driving through. We will be featuring hiking, biking, hunting, fishing, boating, etc. Canal Corp. came up with their thoughts in the designs. They just don't want the exhibits blocking the sight to the canal, visitors will need the ability to get to the bathrooms and showers and provide visitors with materials on the canal. The Town wanted to make sure there was some way to record the visitors traveling through with a sign- in book and perhaps have a small rack with local maps. I Love NY really wants to push birding and they have already identified this corridor of Lakes to Locks the eastern corridor for birding for New York State. That is part of why we received funding for this project. They are starting a campaign this year between them, DEC and Canal Corp. Hopefully this could turn into a pretty big marketing campaign. She handed out drawings to the Board as to what they want to do. We would like to use the area to emphasize specific areas. One for hiking, one for boating, one for hunting, fishing, etc. Then we will have a wall for the birding. We are also going to do a kiosk on wheels

that can be rolled out of the way. She would like to change the lighting to track lighting which would be better. The Canal Corp. will have to approve before we get started. The purpose is to inspire people, educate them and then show them where they can go do it.

Attorney would like a hold harmless agreement between Lakes to Locks and the Town.

Several groups have expressed some interest in being engaged in this project and the possibility of bringing in volunteers to help. Laurie from IBA is planning on doing some bird rehabilitation some weekend up here. Eventually every weekend there will be some activity. We will have to schedule events with the Chamber so there are no conflicts.

Janet works out of Crown Point and also have an office in Schuylerville. We manage the corridor that runs from Albany to Quebec. We work with communities and organizations to promote the history, nature, recreation and cultural activities. We hope this will support the residents as well as the visitors to come to the community. We have money for banners to put up about activities such as hiking, biking, etc. along the street.

Supervisor thanked her for her presentation.

**Public Comments**

None at this time.

**Motion** to accept the prior minutes of March 15, 2017 made by Councilperson Rozell and seconded by Councilperson Safka.

**ADOPTED**                    **Ayes 4 Armstrong, Rozell, Safka, Kingsley**

**Nays 0**

**Heritage Report**- no written report by Carol Greenough

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

-First week in May baseball will be starting.

-Youth League would like 4 more loads of stone dust. They are hoping the Town would pay for 2 loads and Youth League would pay for 2. Telescope will donate wood chips for the little playground. Youth League's health certificate for the snack bar has run out so they are working with the Dept. of Health to get that in order. They have a list of things to do and they may be able to do a provisional for now to open the snack bar.

- Barriers have been put up around the propane tank.

-She requested bids from 4 different fence companies; Adirondack Fence and Lowe's will be sending one in.

- We need help at the playground because Chris Hoagland, Bruce Wescott and Britt won't be available.

- Our clean-up is scheduled for Saturday from 11:30 – 2 PM. We have 23 parents and kids signed up. Amy Michaud is doing the shirts again at cost. She will bill the town.

-We had a couple of incidents at the playground with fights. The police were called because the workers were threatened. Julie would like some kind of policy drawn up by Erika because she is concerned someone is going to get hurt. She has a policy that Fair Haven uses and she will get it to Erika for review. Erika also stated that we should have something in place for shelter and what to do like the schools have in place. This should be drawn up and be practiced by the staff and kids.

-Board of Elections is looking at the entrance for voting and they have some money to fix it for better handicap accessibility. Specs have been given to Councilperson Kingsley.

-Councilperson Safka would like more cameras at the Rec. Center. Julie does have more cameras and she will contact the person that has them to see if we can get them up and running.

-Louie will talk to Chad Monty at the Youth League to see when the best time will be for the stone dust. Right now, the ground is too soft. We can draw the stone dust and the wood chips if they need to and we used the Village bobcat to spread it. Highway will be taking down the old Rec. fence and clearing out the trees in the fence. Will probably need three weeks to do this. Best time would be end of August and September. Louie will have to do a charge back for the highway crew for this because can't use highway money for Rec. work. Basketball hoops are leaning and need to be fixed.

-Last year when they had the fireworks Julie picked up many, many nails. Carol Greenough will be notified.

**Dog Control Report**- report received late for meeting by Nancy Quell

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

Will need to go into Executive Session.

-Azzil – DEC has allowed the extended hours of operation. Gregg Chappell has sent a letter to DEC in Warrensburg with their concerns, but there were no stipulations in the approval letter, only the hours in their application. Attorney doesn't feel that there can be anything done now.

-US Dept. of the Interior was in looking for old wells to do water testing. Town Clerk has the contact information.

**Town Clerk Report** -written report by Julie Millett

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

John Millett Jr. was concerned about his solar project because it is supposed to be exempt and now he is being told they might not get the exemption. He stated that 487 tax law is very clear if the town allows the exemption then they should get it if the form is filled out. The Town, County and School did not respond to the letter of intent to construct on the Millett project. Erika stated that the legal triggering of it was when they had to send the Town, School and County a notice of intent to construct on the Cahan and Terry projects and they did. That is when they put the ball on the field. Town said thanks for the notice and now the Town would like a PILOT on the two properties. We then had one or two meetings and Borrego was supposed to get them more information and that was a year ago. Erika stated that the Town can give the exemption whole hog, give the exemption with the request of a PILOT or the Town can withhold the exemption. For the Millett property, we are giving the exemption, but the other two, the Town chose to give the exemption and ask for a PILOT.

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

-Stemon Demon has cleaned the Senior rugs and AA has agreed to pay for some of the cleaning.

-The Seniors gave him a list of problems at the Senior Center.

-Louie will be working with the school on the sign that Grace Baptist Church has built on where to place it. Louie stated that it is Whitehall Central School sign and they should be dealing with putting it up. Louie suggested that the school contact West Signs and have them put it up.

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

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

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

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

- Will be getting \$16,000 extra for CHIPS on top of the \$104,000 for last year.
- Salt Contract-had to set up a whole new account for it because the state changed programs again. Raised from 500 to 550 ton this year.
- Excavator loan coming up on May 18th. Spoke to Community Bank and we owe \$43,000 on it. This will need to be rolled over again. Erika worked on it last year with Holly. Rate should be around 2.59. Would like the Board's permission for Erika to draw up paperwork for next board meeting.

**Motion** for Erika to draw up paperwork for excavator loan payment for the next meeting made by Councilperson Safka and seconded by Councilperson Kingsley.

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

- Fire alarm system at the town building needs a booster battery. A couple of months ago Mahoney came up and had to replace the battery and suggested to get a booster. The panel box is battery operated and this is such a big building that the battery gets weak. Mahoney should be coming up annually and checking on it now. Suggested to the Village that they pay for half of it.
- Park- Highway Crew will be putting docks in May 1<sup>st</sup> and turning the power and water on the wall.
- Jim Shattuck is retiring from Highway Dept. He gave Louie his letter on March 1<sup>st</sup>. Louie read his letter to the Board. The letter will be filed in his personnel file for the record. He is retiring June 2017 and would like to use his accumulated sick time to help pay for his health insurance. We will need to go into Executive Session to discuss later.

**Motion** to accept Jim Shattuck's letter of retirement made by Councilperson Kingsley and seconded by Councilperson Rozell.

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

Louie will be hiring Jim Varney on June 5, 2017 as his replacement. He is young and a good mechanic. He works at the school right now.

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

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

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

**New Business:**

- Cameras in the park-Ken Bartholomew had been working with them to tie the cameras in with the police department. Ken thinks when they get done the price will actually be lower than they thought because they won't have to buy new equipment. When complete the police will be able to monitor from their vehicles. Councilperson Safka would also like the Rec cameras tied in with the police so they can be monitor.
- Erika will be working on drawing up contracts for all the entities that share the town building as well as hold harmless agreement with Dog Control Officer and some other concerns at NYMIR's request.

**Approval Dates for Park**

- AA Picnic on June 25<sup>th</sup>
- July Festival on July 14<sup>th</sup> & 15<sup>th</sup>

**Motion** made by Councilperson Safka and seconded by Councilperson Kingsley.

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

- Supervisor would like to set up a meeting with the Village Board at some point.
- Dog Control Officer would like to be established as a LLC. Erika will look into it and get back to the Board. Right now, she is on our payroll and covered under our insurance. If she becomes a LLC, she would have her own insurance. Erika thinks it would be fine, but she will get back to the Board. Town Clerk stated that the biggest complaint is that she doesn't get back to people in a timely manner. Supervisor stated that she does a lot more than the last dog control officer. Town Clerk told the Board that Todd Humiston does Fort Ann, Fort Edward and the Town of Kingsbury, but he is paid at a higher salary and uses Countryside Vet to house the dogs which would be more expensive. Councilperson Safka wanted to know if we could house the dogs at the Troy Shirt Factory location. Erika stated too much liability.
- Peter Telisky had a report from a student that the student fell in a hole in the park and hurt is head. Keith and Supervisor checked the park and found no holes.

Hours for the pavilion will be:

May 1<sup>st</sup> -31<sup>st</sup> from 7 AM – 5 PM.

June – Labor Day from 7 AM – 9 PM

**Motion** to pay the monthly vouchers made by Councilperson Safka and seconded by Councilperson Kingsley.

**ABSTRACT # 4**                    General Fund V# 17-4-1/19    \$ 5,623.90  
   Highway            V#17-4-1/14    \$ 10,333.97

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

**RESOLUTION # 36 Standard Workday for Employees' Retirement System**

Judge Robert Putorti Jr. and Rec. Leader Julie Eagan would like their days adjusted for retirement.

**Motion** to pass resolution made by Councilperson Safka and seconded by Councilperson Kingsley.

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

Resolution will be sent to Joel Carpenter, NYS Employees' Retirement System and posted on Town Clerk's signboard for 30 days.

Resolution will be filed with minutes and in Resolution Book.

-Louie would like the Board's permission to be reimbursed for mileage for a trip he has to take to Albany on Monday for Town business.

**Motion** made by Councilperson Safka and seconded by Councilperson Rozell.

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

**Motion** to go into Executive Session at 8:50 PM to discuss pending litigation, personnel issues and review the junkyard law made by Councilperson Rozell and seconded by Councilperson Safka.

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

**Motion** to resume regular meeting at 10:10 PM by Councilperson Rozell and seconded by Councilperson Safka.

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

**Motion** to give town attorney permission to draft up a form letter for Compliance Officer to send to possible violators of the Town's junkyard law made by Supervisor Armstrong and seconded by Councilperson Safka.

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

**Motion** to close the meeting at 10:12 PM made by Councilperson Safka and seconded by Councilperson Rozell.

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

**Adjourned @ 10:12 PM**

**Respectfully submitted,**

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