

TOWN OF WHITEHALL
REGULAR MEETING @7PM
57 SKENESBOROUGH DRIVE

December 19, 2018

BOARD MEMBERS PRESENT: John Rozell - Supervisor
Christopher Dudley Sr. - Councilperson
Stephanie Safka - Councilperson
Timothy Kingsley - Councilperson
David Hollister-Councilperson

OTHERS PRESENT: Town Clerk, Julie Millett; Deputy Town Clerk, Patti Gordon; Town Attorney, Erika Sellar-Ryan; Town Highway Superintendent, Louis D. Pratt II; Whitehall Times Reporter, Matt Saari; Rec. Leader, Julie Eagan; Potentia Management Group, James Buono; Senior Project Manager for Ag. Stewardship Assoc., Chris Krahling, Cynthia Hollister, Eddie Adams and John A. Millett Jr.

Meeting called to order by Supervisor John Rozell with Pledge to Flag at 7PM.

Public Comments

Supervisor introduced Chris Krahling from the Ag. Stewardship Assoc. which is a non-profit land trust. There is currently an open round of grant funding and he is here to ask for a letter of support from the Town. One of the applicants in the Town is the Adams Farm. This letter would not obligate the Town in any way and does not involve the Town. There is 5.7 million dollars available for the Eastern Region of Ag. & Markets. We hope to get the application submitted in January and get it awarded.

Supervisor asked what would this grant be used for on the farm? There are no requirements. The landowner could pay down debt or buy machinery.

Councilperson Kingsley wanted to know why he needed a letter of support from the Town if it is not going to involve the Town at all? Chris stated that it is a requirement to file the grant.

Councilperson Hollister stated that it does affect the Town because you can't use the land for anything but agricultural.

Erika stated that unless the farm is actively being farmed it won't continue to get the ag. exemption.

Motion to give a letter of support for the Adams Acres application to State for Dairy Transitions Farmland Protection Implementation Grants Program made by Councilperson Kingsley and seconded by Councilperson Safka.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to approve minutes from November 21, 2018 meeting made by Councilperson Kingsley and seconded by Councilperson Dudley.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**

NAYS 0

Heritage Report- no report from Carol Greenough

No report due to her recuperating after a fall.

Rec. Report – verbal report by Julie Eagan

-Christmas Party with 50 kids attending with pics with Santa. Pee Wee Wrestling starts around 14th of January. Julie would like the Board to appoint Christine Hoagland as additional help at the Rec. Center.

Motion to appoint Christine Hoagland as an additional part-time Rec. Attendant at \$10.40/hr. made by Supervisor Rozell and Councilperson Safka.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**

NAYS 0

Dog Control Report- Sept., Oct. & Nov. reports by Nancy Quell

Compliance Officer Report- nothing to report by Martin Rocque

Town Clerk Report -written report by Julie Millett

Written report is always available 3 weeks before the board meeting if anyone would like to review. Should be getting 2019 Town & County tax bills on Friday to mail out.

Town Assessor Report- no report by Bruce Caza

Town Supervisors Report – oral report by John Rozell

-Met with Joel Carpenter, Jaeger & Flynn and Councilperson Hollister on health insurance.

-Christmas park lights out, issue has been fixed. Problem at the trailer park lights also.

Budget Officer Report– written report by Joel Carpenter

Resolution # 47 Budget Transfer by Joel Carpenter

Motion to move money between the following accounts made by Councilperson Hollister and seconded by Councilperson Safka.

A1355.4	Assessors Contractual	\$ 100.00
A1990.4	Contingent Account	\$-3110.00
A6772.4	Program for the Aging	\$ 210.00
A7110.1	Wages-Parks	\$1600.00
A7989.4	Museum	\$ 1200.00
Highway Town-wide		
D2665	Highway-Sale of Equipment	\$2500.00
D5130.4	Highway Machinery Contractual	\$2500.00

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**

NAYS 0

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

Resolution # 48 Budget Transfer by Joel Carpenter

Motion to move money from A1990.4 \$10,000 to A7110.7 Lakes to Locks made by Councilperson Hollister and seconded by Councilperson Kingsley.

Town will pay Lakes to Locks and will be reimbursed through the grant money.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**

NAYS 0

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

Planning Board Report- written report by Gregg Chappell

Highway Report- verbal report by Louis Pratt

-Monthly highway reports on the table for review.

-Safety Officer from Washington County came up. The Village & Town Highway Crews went to Whitehall Elem. School and they went over with kids' dangers of playing near the road with the plows being out and about.

Motion to approve monthly reports made by Councilperson Hollister and seconded by Councilperson Dudley.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

James Buono would now like to speak on the LED lights presentation. The rate the Town is paying right now is \$3.65 with the change to LED lights as the current lights die out the rate would go to \$.40. This would be a huge savings. Within 5 years the Town would break even. Just the offices would be \$1200 which the Supervisor feels would be reimbursed through the SAM grant. James has done this with 52 other towns and villages in Washington County alone. He would like to get the Board's permission to check with their current Engie supplier and see if the Town can get out of their current contract or what the cost would be to get out of it. If the Board agrees this would not be the final contract. National Grid would have to come out and review and a final contract would be submitted to the Town for consideration. It wouldn't be worth it to do the Highway Garage because the lights are not on that much. Total amount to replace would be \$12,000 for Town lights. James said the Town currently pays .796 with Engie compared to .05931 with National Grid. It is a piggyback clause so municipalities can jump on whenever they want for the energy portion. For the lighting they don't have a program approved for next year so recommend to get the final contracts and then you can make a decision. The Village of Whitehall has signed up and starts January 1st. For the electric portion the Village signed the procurement.

Motion to sign the preliminary contract to give permission for James to contact Engie to see if we can get out of current contract and get switched to lower rate at National Grid for the power made by Councilperson Hollister and seconded by Supervisor Rozell.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to go ahead with the preliminary contract on the lights for the meeting room/office, rec. center and courtroom made by Supervisor Rozell and seconded by Councilperson Hollister.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Erika recommended that for replacing the lights portion the Town should get more quotes than one and follow the town procurement policy. James can give the Town references to get other quotes.

Supervisor would like to discuss adopting a resolution for the Washington County Hazard Mitigation Plan. Erika suggested that the resolution be posted for 30 days for review for the public. Town Clerk will send to Tim Hardy to post a link to the Washington County site for review on website and on town clerk signboard before the Town adopts it. Erika recommended to print out the portion that deals with the Town of Whitehall and post that on the signboard.

Motion to table and post information on website and come back next month for a decision made by Councilperson Hollister and seconded by Supervisor Rozell.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Resolution # 49 Sexual Harassment Prevention Policy and Complaint Form

Board was handed out new policy that the NYS Dept. of Labor is recommending everyone go by now. Erika stated that it needs to be handed out to all employees and the Board. All employees will need to be trained in this every year. Town Clerk will type up policy for the Town of Whitehall using this format recommended by the NYS Dept. of Labor.

Motion to accept the new policy and complaint form and use the same sample format sent from NYS Dept. of Labor made by Supervisor Rozell and seconded by Councilperson Dudley.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to approve the renewal of Skene Valley Country Club for their liquor license made by Supervisor Rozell and seconded by Councilperson Hollister.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

-Received two quotes to replace copier. Board decided to not replace copier at this time.

-Supervisor received an estimate to do the electrical panel box for the fire garage. Estimate received from Mark Adler for \$2300.00. Supervisor spoke to another company, but never heard back from them. Board previously approved this at a prior board meeting.

Motion to accept quote by Adler at \$2300 made by Councilperson Hollister and seconded by Supervisor Rozell.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

-Supervisor received an email from Claire Murphy head of the L.E.A.P. services in Washington County. She would like a letter of recommendation for Rebecca Raymond to be appointed to Learning Employment Assistance Partnership Board of Directors.

Motion to send a letter of recommendation made by Councilperson Hollister and seconded by Councilperson Dudley.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

-Discussion of the local law consideration for work permit by highway superintendent. Councilperson Dudley concerned that this would open us up to liability. Erika stated that we are already open to liability. Councilperson Dudley stated that in 200 years we have never needed a law like this. Louie stated that we have issues out there right now. If someone puts a driveway in and puts the wrong size culvert in and washes the road out and someone gets hurt on the road before Town gets it fixed, the Town would be responsible. Supervisor would like something especially so the Town will know when Spectrum or some other company is placing lines along the town roads. Louie just wanted something like the county has in place. Councilperson Dudley does not want to impose on any of the landowners. Highway Superintendent and Councilperson Hollister haven't had a chance to read it yet. Attorney noted

that the Board has had this for two months except for two minor changes. Both Councilperson Kingsley and Dudley are against passing this law.

Motion to table consideration of the law made by Councilperson Hollister and seconded by Councilperson Safka.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Organizational Meeting and any other business that shall come before the Board will be held on January 2, 2019 at 7 PM. Town clerk will notify the paper and post on signboard.

Motion to approve the monthly vouchers made by Councilperson Hollister and seconded by Supervisor Rozell.

ABSTRACT # 12 of 2018 General Fund V#18-12/ 1-18 \$ 14, 358.69
Highway FundV#18-12/1- 10 \$ 9,413.96

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to go into Executive Session at 8:30 pm to discuss contract negotiations made by Supervisor Rozell and seconded by Councilperson Hollister.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to reconvene regular meeting made by Councilperson Kingsley and seconded by Councilperson Hollister.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Motion to adjourn meeting made by Councilperson Kingsley and seconded by Councilperson Hollister.

ADOPTED **AYES 5 Rozell, Dudley, Safka, Kingsley, Hollister**
NAYS 0

Adjourned
Respectfully submitted,

Julie Millett
Town Clerk