

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

**June 20, 2018**

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

**OTHERS PRESENT:** Deputy Town Clerk, Patti Gordon; Highway Superintendent Louis D. Pratt II; Town Attorney, Erika Sellar-Ryan; Whitehall Times Reporter, Matt Saari; Heritage Director, Carol Greenough; Rec. Leader Julie Eagan; Compliance Officer, Vernon Scribner; Martin Rocque

**Motion** to approve minutes from May 16, 2018 meeting made by Councilperson Kingsley and seconded by Councilperson Hollister.

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

After approving the minutes, the board discussed Nancy Quell and lack of contract and communication with her. She has not returned phone calls from either the Town Office or the Towns’ attorney Erika Sellers Ryan.

**Heritage Report**- written report Carol Greenough  
-Museum opening June 25, 2018. Hours Monday thru Saturday 10-4 & Sunday noon -4. Labor Day til mid- October will be weekends only.  
-The New York State barge Canal has been designated A National Historic Landmark by the National Park Service. A bronze plaque will be placed on the Museum by the National Park Service to commemorate the designation.

**Rec. Report** - verbal report by Julie Eagan  
-In the process of finalizing the summer schedule. Summer programs begin July 9<sup>th</sup>. Rec Center will be closed July 4<sup>th</sup> 6<sup>th</sup> & 7<sup>th</sup>. Cornell Cooperative Extension and Grace Baptist Church will be providing programs this summer as well for the kids. The Mobile Farmers Market sponsored by Glens Falls Hospital and Washington County will be at the Rec Center and, Skenesborough Harbor every Friday.  
-The Rec Leader, Julie Eagan, will be responsible for doing a back- ground check for the new hire at the Rec Center.  
-Also, Jim Austin is looking into the back door not latching properly and Louis Pratt is providing

a key for the time clock.

-Primary Election is June 26<sup>th</sup> so the Rec building will be close on the 25<sup>th</sup>, 26<sup>th</sup>, and til noon on the 27<sup>th</sup> until the machine is picked up.

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

-Still no contract back from her for 2018. She is supposed to be providing paperwork regarding her LLC to town attorney Erika Sellers-Ryan for review but, as of 6/20/2018 she has not received such paperwork. Also, Nancy Quell has not returned any of the Town Attorneys phone call regarding an aggressive dog situation, that was supposed to have been prosecuted June 2018.

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

-The town received a complaint about a possible business on County Route 11. Vernon and Supervisor Rozell visited the property and found no such business being operated. They observed three cars and two dumpsters on the property and uncut grass. They asked the owner to relocate the dumpsters and cars and mow the grass. On reinspection of the property on 6/20/2018 the owner had mowed the grass, moved one dumpster and one car. The Compliance Officer was satisfied with the progress.

-Also, The Compliance Officer received a phone call from a property owner who is not local. They own two parcels and would like the town to issue a letter stating one of the parcels is buildable in order for them to sell it. The Town Attorney advised the Compliance Officer to inform the owners to get a copy of the subdivision rights and contact their own attorney. It is not the Towns responsibility and should not get involved.

After the report from the Compliance Officer, Supervisor Rozell read a letter to the Board from Martin Rocque requesting he be considered for the position of the new Compliance Officer. Supervisor Rozell then asked the Board if they would like to make a motion to appoint Martin Rocque as the New Compliance Officer.

**Motion** to appoint Martin Rocque as the new Compliance Officer at the salary of \$2,165.00 yearly to be divided into 12 monthly payments as of 07/01/2018 made by Councilman Kingsley and seconded by Councilman Dudley.

**ADOPTED**      **AYES 5**      **ROZELL, HOLLISTER, DUDLEY, SAFKA, KINGSLEY**  
**NAYS 0**

Martin will also serve as the alternate to for the Planning Board as long as there are no conflicts.

Supervisor Rozell asked the Board if there was a motion to accept Vernon Scribner's Letter of Resignation.

**Motion** to accept Vernon Scribner's letter of resignation as Compliance Officer as of 6/30/2018 made by Councilman Kingsley and seconded by Councilman Chris Dudley.

**ADOPTED**      **AYES 5**      **ROZELL, HOLLISTER, DUDLEY, SAFKA, KINGSLEY**  
**NAYS 0**

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

-Discussed purchasing more doggie bags for the Park and the possibility of relocating the dispensers.

-Discussed complaints pertaining to the trailer park located on Route 4. A tenant came in with some complaints about trash, vacant trailers and multiple pets. The Town Attorney said to refer it to the County Code Enforcement Officer.

**Town Assessor Report**- no report by Bruce Caza

-The Board discussed the assessor’s contract and current salary. The board agreed to Mr. Caza’s offer to reduce his salary by \$6,500 for the remainder of the years and put it toward the Assessors Clerk Position. The matter was then tabled until July’s board meeting.

**RESOLUTION #39**

**MOTION** to appoint Patti Gordon as the Assessor’s Clerk starting 6/1/2018 @ \$12.60 and not to exceed a total of \$6,500 for the remainder of 2018 made by Councilman Hollister and seconded by Councilperson Safka.

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

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

**RESOLUTION # 40 Budget Transfers**

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

**ADOPTED**                    **Ayes 5    Rozell, Hollister, Safka, Kingsley, Dudley**  
   **Nays 0**

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

**Town Supervisors Report** -written report by John Rozell

-Congratulated the following people for the achievement: Zachary Hollister-Eagle Scout, WHS Trap Shooting Club, WHS Baseball Team and the Participants in the Sasquatch Half Marathon.

-Supervisor Rozell read a letter to the board from Heather Paquette, Race Director, requesting permission to hold the race again next year June 8, 2018 and the board discussed it.

-Discussed having the furnace cleaned due to an odor in the building.

-Discussed Supervisor getting estimates for updating the electrical sub-panel for the Fire Department not to exceed \$2,000.00.

-Discussed the complaints that have been received by tenants in trail park located on Route 4. The Town Attorney advised it was a County Enforcement Issue and not our responsibility.

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

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

**Highway Report**- verbal report by Louie

-Board approved amending the 284 agreement to \$190,390.27.

-The Highway Supervisor, Louis Pratt asked the board to accept the bid to sell the back hoe for \$6,500.00 from Auction Internationals and to accept a back up bid of \$6,100.00 if the deal falls through.

-Hometown Chevrolet is doubling the warranty on the new truck to compensate for the delay in delivery of it.

-Starting the Buckley Road project.

-The Highway Supervisor, Louis Pratt asked the Board for permission for pay the Peckham Bills as soon as we receive them.

**Motion** to approve monthly reports made by Councilperson Dudley Sr. and seconded by Councilperson Kingsley.

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

**ABSTRACT # 6 of 2018**                    General Fund V#18-6/1-27 \$ 8,984.34

Highway FundV#18-6/1-10 \$ 103,609.41

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

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

**Motion** to accept the WIC Clinic Contract and use of the Rec Center for \$900.00 for a year starting October 2018 made by Councilperson Hollister and seconded by Councilperson Kingsley.

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

**Motion** to adjourn meeting made by Supervisor Rozell and seconded by Councilperson Kingsley.

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

**Adjourned**

**Respectfully submitted,**

**Patti Gordon**  
**Deputy Town Clerk**