

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

**SEPTEMBER 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; Town Highway Superintendent, Louis D. Pratt II; Rec. Leader, Julie Eagan, Village Mayor; Phil Smith; Brian Brooks Sr.; Town Attorney, Erika Sellar-Ryan; Whitehall Times Reporter, Matt Saari; Heritage Director, Carol Greenough; Compliance Officer, Martin Rocque, members from the Whitehall Central School Government Class.

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

**Public Comments**

Brian Brooks handed out a letter to the Town Board regarding what they would like for the 2019 budget. Letter will be filed with the minutes.

**Motion** to approve minutes from August 15, 2018 meeting made by Councilperson Kingsley and seconded by Councilperson Safka.

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

**Heritage Report**- written report Carol Greenough

-Museum is now closed for weekdays after Labor Day. Open on weekends through mid-October.

**Rec. Report** – Written report by Julie Eagan

**Motion** to allow Homecoming bon-fire on October 5, 2018 at the Rec. Center field made by Councilperson Kingsley and seconded by Councilperson Hollister.

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

There were some issues with it last year with people just throwing anything in to burn and the fire company had to have a lot taken out of the pile that couldn't be burned. This year the fire company is supposed to contact the school and tell them what can be put in the bonfire so that doesn't happen again. It will be inspected before it is burnt. Kim Daniels and Chris Hoagland are in charge this year.

Supervisor Rozell told Julie that Jim Austin will be fixing the bathrooms again at the Rec. Center and Senior side.

Supervisor gave Julie a copy of the Tentative Budget for 2019 and she will let John know if she would like any changes.

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

-Received some money in for boarding dogs.

-She is requesting a \$1,000 lease agreement for the 2019 budget year. This amount is on top of her other annual fees. She is asking all the towns for this amount. Supervisor would like to pay her \$83.33 a month. Attorney will review and type up a contract for this and boarding agreement also for Nancy to sign.

**Motion** for attorney to draw up a three -year contract for the \$1,000 lease agreement to be paid at a rate of \$83.33 per month and staying with current fee schedule that we have as long as she passes inspections made by Councilperson Kingsley and seconded by Councilperson Safka.

Councilperson Dudley asked if we could have something in the contract about her performance because she is not answering calls in a timely manner.

Councilperson Safka would like her to pass inspection by NYS and if she doesn't pass then she doesn't get the money for that month.

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

**NAYS 0**

**Compliance Officer Report**- verbal report by Martin Rocque

-He visited Neil Vaughn's place on August 21, 2018 near Stephanie Safka's place. He saw him putting up new sign and asked if he had a permit. Neil didn't think he needed one. He told Martin he was going to go to the Attorney General, but finally agreed to get a permit. Town clerk did receive a check for \$50.00 and permit and has forwarded it to the Planning Board. Everything that Martin has read on the law, permits are needed for signs. Councilperson Safka stated she went to the last Planning Board meeting and was told she didn't need one for her business, but she has submitted sign application and check to the Planning Board. Martin pointed out to the Board that Neil put his sign on an unregistered vehicle and Stephanie Safka's sign will be on an unregistered trailer. If the Board wants to overlook that it is fine with him. Brian Bird also came in to get paperwork on a sign permit for Cuomo's new meat store. He would like to put it on the side of a barn on Route 4. Has not submitted application as of today. Martin will let the Planning Board decide if sign permits are needed or not.

-Signed off on a county building permit for Dawn Chittenden

**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.

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

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

-Spectrum Representative, Supervisor and Highway Superintendent met and think they have a solution to issues on Hatch Hill Road. Highway Superintendent has given Spectrum permission to go ahead after September 24, 2018.

-Received money for camera grant for \$4,000.

-FEMA meeting having to do with levees near EB Metal property. There will be another meeting on September 25, 2018. Louie found agreement on file between the Town and NYS from 1986. Attorney will review and see if we can terminate the agreement. Louie would like to give them a 30- day notice and terminate the contract. He is worried if the levees let go the Town will be responsible. In 2011 NYS came in and inspected and wrote up some violations. The Town does mow them every year and cut the brush.

**Motion** to table for attorney review made by Councilperson Hollister and seconded by Councilperson Safka.

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

-Washington County has a new website for Washington County adventures for visitors to map out the Washington County Adventure. A link has been put on the Town website.

-Supervisor, Patti and Steph LaChapelle went to a workshop that Maria McCashion presented at the county regarding County Lead Shared Services Grant. We can apply for a grant for scanning all town records. We can do it jointly; village, town and county. The grant is \$150,000 for the scanning. The village office and town office would get a computer and scanner. The old vital registrar books will have to be sent out and scanned. Once the records are recorded the hard copy does not have to be kept. If we don't do this now we feel it will be mandatory to do in the future. Right now, we can get a grant for it. The grant would pay for fire proof cabinets and shelving, etc. We should know on the grants by June or July. The records will be stored in two different places for safety.

**Motion** to authorize County Lead Shared Services Grant made by Councilperson Hollister and seconded by Councilperson Safka.

Councilperson Kingsley had some questions on the money. It looks like each entity would receive \$30,000 to help pay for initial scanning, computer, etc.

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

-Received check from Nature Conservancy and they are very happy with our current agreement and will continue.

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

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

**Highway Report**- verbal report by Louis Pratt

-Monthly highway reports on the table for review.

-Annual Inventory of Highway Equipment and Tools presented to the Board every September and will be filed with the minutes.

-Budget Workshop next week we will be discussing the Annual Equipment Replacement Budget that has been handed out to Board.

-Louie would like a work permit like the county has in place. Attorney will get the county copy and draw something up for the town that might have to be by resolution and local law. Anyone that comes in to the Town to put in a driveway or poles like Spectrum is doing now would have to go through the Highway Superintendent before doing any work and file this work permit like they do at the county level. Communication is the key. Attorney will review and it might have to be added to site plan review law.

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

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

**Motion** to reappoint Penny Hollister for another five-year term from 10/1/18-9/30/2023 for Board of Assessment Review made by Councilperson Safka and seconded by Councilperson Kingsley.

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

Supervisor would like to remind everyone of the budget workshop for Wednesday on September 26, 2018 at 9 AM. Town clerk stated that it is up on the website and posted on town clerk signboard and in the Whitehall Times.

Tentative Budget has been handed out to all board members and anyone else that would like a copy. Right now, we are under a 1% increase from 2018.

**ABSTRACT # 9 of 2018**                    General Fund V#18-9/1-20 \$ 6,540.25

Highway FundV#18-9/1- 11 \$46,018.87

We need a resolution made up for retirees' insurance. Two months ago, Supervisor had a meeting with budget officer and insurance rep. Jaeger & Flynn. We went over quite a few policies like rider policies added to the Medicare. We have three employees using these plans now and range from \$121 to \$248 per month and Town is required to pay half. Jager & Flynn said the way to go would be to supply the retiree with \$200 a month. If they want to get a plan in Vermont that would cost more they can do that for say \$260. They would get a check from Town for \$200 to help cover cost. If it cost \$121 a month they would be keeping \$79. Supervisor feels this is the fairest way to go. If left up to the Town to get a policy, that policy might not fit that individual. Attorney stated that there will be tax implications for this. If they have the capability of getting cash they will be paying tax on that amount. The individual would be getting their own policy. Councilperson asked why they couldn't send the bill to Town and Town send it in. Attorney said it can't be done that way due to privacy laws. We have inconsistencies now on how it is being done.

Town of Kingsbury would be a good town to check on because they have something set up for this right now to see how they are doing it. This would only affect the future retirees, not current retirees.

**Motion** to table until Supervisor finds out more information made by Councilperson Kingsley and seconded by Councilperson Safka.

Supervisor would like Councilperson Hollister to go to next meeting.

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

**Motion** made to approve the monthly vouchers by Councilperson Hollister and seconded by Councilperson Dudley.

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

**Motion** to adjourn meeting at 8:20 PM made by Supervisor Rozell and seconded by Councilperson Safka.

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

**Adjourned**  
**Respectfully submitted,**

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