

TOWN OF WHITEHALL
REGULAR MEETING @7PM
57 SKENESBOROUGH DRIVE

January 16, 2019

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

OTHERS PRESENT: Town Clerk, Julie Millett, Deputy Town Clerk, Patti Gordon; Town Attorney, Erika Sellar-Ryan; Whitehall Times Reporter, Matt Saari; Rec. Leader Julie Eagan; Compliance Officer, Martin Rocque and Mark Evans.

Supervisor led the meeting at 7 PM with Pledge to the Flag.

Public Comments:

Mark Evans came to the Board with concerns on the Highway Law the Board was considering. He doesn't feel we need this law. He is a logger and he feels if this law was in place it would just be another step he would have to go through and would delay his work.

Supervisor stated that the County already has a law in place and our Highway Superintendent just wanted something in place for our Town. Louie just wants to be notified and make sure if someone puts a culvert in it will be done properly. Supervisor stated that when the franchise agreement comes up for renewal in 2020, we can renegotiate and change the agreement to say that the Town of Whitehall will be notified before any work is done.

Motion to approve minutes from December 19, 2018 meeting made by Councilperson Kingsley and seconded by Councilperson Hollister.

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

Motion to approve the Organizational Minutes from January 2, 2019 made by Councilperson Hollister and Supervisor Rozell.

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

Heritage Report- Carol Greenough absent, but submitted written report to be filed with the minutes.

Rec. Report - written report by Julie Eagan

Concerns with basket parties being held at the Rec. Center. Tables were removed from the property and Julie had a hard time getting them back. She would like to know if the Board would like her to continue allowing them. Board decided to allow, but only once a month and proper paperwork must be filled out with a deposit. Councilperson Kingsley would like a deposit put down for usage and it will be returned if all garbage is picked up. Town clerk gave paperwork to Julie Eagan to hand out to future people who want to use the building.

Motion to allow basket parties once a month with proper paperwork filled out with a \$150.00 refundable deposit if everything is cleaned up and in order made by Councilperson Kingsley and seconded by Councilperson Dudley.

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

Supervisor noted that the lock system needs to be fixed at the Rec. Center and Jim Austin had to order it. Everyone is going through the senior side until the rec. door is fixed.

Dog Control Report- no report by Nancy Quell

Board was notified by NYS Ag & Markets that she has failed inspection again.

We still do not have a contract in place with her for 2019.

Compliance Officer Report- verbal report by Martin Rocque

-Sending out Notice of Violation by certified mail to property on State Route 4 that has been in violation of the junkyard law. He has spoken to owner several times to clean up the property. Attorney recommended putting the maximum amount the law states for the violation.

-Looking at another possible violation on County Route 12.

-Village meeting someone complained about some animals in the village, but person did not come to town meeting. Attorney stated that the village does not have a law on the books for domestic animals, but the town does. In this case, the village falls within the Town so the Town Domestic Animal Law would apply to this situation. Town clerk gave the compliance officer a copy of the law. Councilperson Hollister didn't feel that the town should get involved if it falls within the village. Supervisor believes that this falls under the AG. & Markets Law and DEC would take care of it. Martin asked the Board for some guidance and Councilperson Hollister told him that he shouldn't have to be involved.

Town Clerk Report -written report by Julie Millett

-Monthly written report and annual town clerk report for 2018 presented to the Board for review. Total tax money turned over to Supervisor so far \$314,435.37. Will continue to collect until April 1st when everything is returned to the county.

-Town clerk would like the Board to consider consolidating the vital records districts into one. NYS would like this to be done and since all vital records are kept in the town office, this makes sense to do this. Town clerk will ask the village to also pass a resolution so that all records will be recorded under the town's #5766. This will also have to be approved by the county and New York State Dept. of Health.

RESOLUTION #29 APPROVING CONSOLIDATION OF VITAL REGISTRATION DISTRICTS BETWEEN THE TOWN OF WHITEHALL AND THE VILLAGE OF WHITEHALL

Motion made by Councilperson Hollister and seconded by Supervisor Rozell.

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

Resolution will be filed with the minutes, Resolution Book and submitted to the county and state for their approval.

Town Assessor Report-no report submitted by Bruce Caza

Town Supervisor Report-written report submitted by John Rozell

He had a short meeting with Laura Chadwick at Real Property on the assessor situation. Town could get a part-time assessor for around \$29,000. This would include a clerk or whatever the Town needs. Right now 4 to 5 townships are interested in going through the county for an assessor. They would be in Whitehall two days a week. Current assessor can retire the end of March or his term is up the end of September 2019. Supervisor feels we should get started on something as soon as possible. Right now we pay around \$34,000 for him and a clerk.

Supervisor read the budget transfers that were submitted by Joel Carpenter.

RESOLUTION # 30 BUDGET TRANSFERS

Motion to approve budget transfers of the following:

A1355.1 – Wages – Assessor	\$250.00
A7140.1 – Wages – Rec Center	760.00
A1990.4 – Contingent Account	-1010.00

Made by Councilperson Hollister and seconded by Councilperson Safka.

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

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

Town Planning Board Report-written report submitted by Gregg Chappell

Town Highway Report-Louie was not present, but left his report for all Board to review.

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

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

Supervisor informed the Board that Heather Pauquette has asked to use the park for the annual Sasquatch Half on June 8, 2019. The village has already approved it.

Motion to approve the use of the park for the Sasquatch Half on June 8, 2019 made by Councilperson Dudley and seconded by Councilperson Hollister.

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

Town Clerk will notify Heather and send her paperwork for using the park.

Supervisor stated that the notice for the Washington County Hazard Mitigation Plan has still not been put on the website. We need this resolution in place because if we have a state of emergency we won't get any money from FEMA unless this is in place. He will contact Tim Hardy himself to make sure this gets done so we can revisit the resolution next month. Right now this can be found on the Washington County website under Hazardous Mitigation Plan. Whitehall portion is pages 164-171. This resolution will be revisited next month after the information has been posted on the town website and on the town clerk's signboard.

Supervisor read a resolution titled, New York Cooperative Liquid Asset Securities System he would like the Board to pass. Whitehall would invest funds in cooperation with other corporations and/or districts pursuant to a municipal cooperation agreement. Budget Officer,

Joel Carpenter went to an informational meeting at the county on this. Other towns are already participating in this. Community Bank was asked if they could match the return on the Town's money and could not. They could only offer CD's. The money the town makes now is \$50 to \$70 a year in interest on accounts. There would be around a \$2700 fee for managing the account, but the return would be \$9,000 to \$10,000 with the amount Joel feels we can invest. Councilperson Kingsley and Dudley are concerned of who would be guaranteeing the Town's money? Attorney researched the company quickly and couldn't see where it stated that the money was guaranteed. She suggested researching the New York Cooperative Liquid Asset Securities System and getting the rules and regulations for review and see who is on the board. Councilperson Hollister and Dudley want to make sure the money will be guaranteed. Erika also stated that even though you can get your money out, it looks like you would be penalized.

Councilperson Safka wanted to know who was protected the Town's money and it sounds too good to be true.

Motion to table resolution until next board meeting so more research could be done made by Supervisor Rozell and seconded by Councilperson Kingsley.

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

Supervisor and Councilperson Hollister met with a saleswoman from Repeat Business on our copy contract and possibly purchasing a new copier. We have received three written quotes from companies. Our current copier is 11 years old and we are not able to get replacement parts for it. If it were to go down, it could take up to two weeks to replace it. Three quotes are as follows:

Repeat Business	Model Ricoh MP 402SPF	\$2,500.00
National Business Technologies	Model Kyocera KM-2050	\$3,825.16
	Model Toshiba Solution 3018A	\$2,170.00

Since we already have a service contract with Repeat Business they would apply the payment the Town just paid on the contract to the new service contract. This contract would include all toner, parts, image drums and consumable supplies.

Motion to purchase from Repeat Business at \$2,500.00 for best value according to Town Purchasing Policy made by Councilperson Kingsley and seconded by Councilperson Safka.

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

Supervisor stated that we might be able to submit this under the grant for office portion and get reimbursed.

Lighting Contracts:

Supervisor received paperwork back on the energy savings and purchase contract. The salesman was supposed to research with our other company to see if we could get out of our contracts early. He doesn't know if he has done that yet.

Councilperson Hollister reviewed it and it looks like it will take five to six years to pay for electric savings. After that it would be more or less a profit. Councilperson Kingsley also agrees that it is the smart thing to do. Paperwork will be filed with the minutes.

Motion by Councilperson Hollister to do all three contracts which would be offices, board room, back areas, outside, court room, court offices and Rec. Center building including the Senior side and seconded by Councilperson Kingsley.

Supervisor will get in touch and have lightbulbs put in areas.

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

Councilperson Hollister would like to discuss the local law on file for signs. He feels the law is ridiculous. Why should someone have to pay to put a sign up on their own property? The current charges are out of whack. He thinks they should have to get a permit, but shouldn't have to pay a ridiculous price. He feels a flat rate of \$20.00 or \$50.00. Board members have been approached by a property owner. They don't feel they should have to pay over \$700 for a sign. Councilperson Kingsley feels the same way. Councilperson Safka stated the way the law reads on the fees is very confusing, but the reason we charge is to help offset Planning Board fees. Supervisor Rozell feels a flat fee rate would also be less complicated. Erika stated that even if you change the fees in the future, anyone that applied for a sign permit under the current law cannot be reimbursed. They have to go by the current law in place when they applied.

Board would like to hold a public hearing to amend the sign law and the sign permit fee law.

Motion to take into consideration of amending the Sign Law # 4 of 2000 Article 3 "Regulations" Section A, #7 Sign Permits a. to read "payment of the permit fee as set by resolution of the Town Board" made by Supervisor Rozell and seconded by Councilperson Safka.

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

Motion to set up a public hearing for February 20, 2019 at 7 PM to take into consideration of amending the Sign Law # 4 of 2000 Article 3 "Regulations" Section A, #7 Sign Permits a. to read "payment of the permit fee as set by resolution of the Town Board" made by Supervisor Rozell and seconded by Councilperson Safka.

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

Motion to take into consideration of amending the Sign Permit Fee Law #1 of 2004 to repeal Article 5 "Fees" in its entirety and amend to read "All fees pursuant to this local law shall be set by resolution of the Town Board from time to time" made by Supervisor Rozell and seconded by Councilperson Dudley.

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

Motion to set up a public hearing for February 20, 2019 at 7:05 PM to take into consideration of amending the Sign Permit Fee Law #1 of 2004 to repeal Article 5 "Fees" in its entirety and amend to read "All fees pursuant to this local law shall be set by resolution of the Town Board from time to time" made by Supervisor Rozell and seconded by Councilperson Dudley.

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

ABSTRACT # 13 of 2018

END OF YEAR

General Fund V#18-13/1-15 \$4,448.15
Highway FundV#18-13/1-4 \$ 805.34

ABSTRACT # 1 of 2019

General Fund V#19-1/1-14 \$ 2,708.60
Highway FundV#19-1/9 \$21,490.22
B Fund V#19-1-1 \$ 140.00

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

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

Motion to adjourn meeting at 8:45 PM made by Supervisor Rozell and seconded by Councilperson Kingsley.

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

Adjourned
Respectfully submitted,

Julie Millett
Town Clerk