

TOWN OF WHITEHALL
REGULAR MEETING
57 SKENESBOROUGH DRIVE

March 20, 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; Highway Superintendent, Louis D. Pratt II.; Compliance Officer, Martin Rocque; Members of the Whitehall Central School Government Class.

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

Motion to approve minutes from February 20, 2019 meeting made by Councilperson Kingsley and seconded by Councilperson Hollister.

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

Supervisor would like to discuss the sign permit fees that the Board would like to establish. Councilperson Safka stated that the Village Planning Board is working on a new sign law. Right now, the fee is a straight \$35.00. The Village Compliance Officer would still make sure the law is followed. Councilperson Hollister has talked to the Planning Board and they feel it should go through the Town Board. Erika read the sign law and the way she reads it is up to the Town Board, not the Planning Board. Erika stated that normally sign laws are in a zoning code and the Town of Whitehall has no zoning. Board decided that Compliance Officer will help the applicant fill out the sign permit and he will measure the signs, set the fee and report back to the Town Board not the Planning Board. Compliance Officer feels that the person that just recently paid for a permit should get a refund. Supervisor feels we should revoke the sign permits and reissue them. Attorney stated after reading the sign law that the appeal process goes through the Town Board. Councilperson Hollister feels that it should be a straight fee amount. Councilperson Safka would like to see the sign law for the Town simplified. She will get a copy of the Village sign law when the Village Planning Board completes it. Councilperson Kingsley would like to charge under 25 sq. ft. \$75.00 and over that \$150.00. Councilperson Dudley feels that someone that has to pay a little bit more for a sign permit would put up a nicer sign.

Motion by verbal resolution #36 to be typed up by the Town Clerk to set the sign fees at:

Under 25 sq. ft. \$75.00

Over 25 sq. ft. \$150.00 made by Councilperson Kingsley and seconded by Councilperson Safka

ADOPTED

AYES 5 Rozell, Hollister, Dudley, Kingsley, Safka

NAYS 0

Resolution will be filed with the minutes, local law, website and in the Resolution Book.

Heritage Report- no report by Carol Greenough

Supervisor mentioned that the museum electrical usage has increased dramatically from February 2018 at 165 KWH to February 2019 to 1310 KWH and needs to be looked into by someone to see what is causing it.

Rec. Report - no report by Julie Eagan

Job Fair scheduled for March 25, 2019 from 4 – 7 pm for International Paper. Someone will need to be at the Rec. Center at 3 pm that date for set-up and wi-fi hook-up. Councilperson Dudley brought it up at the last school board meeting and the school guidance counselor is aware of it and has advertised and town clerk also sent info by fax to guidance office.

Dog Control Report- report by Nancy Quell

Erika wanted to mention that there was an article in the Greenwich Journal on dog control. She apparently told the Greenwich Board that she was fined by the state because Greenwich was the only municipality that didn't have a signed contract. The Whitehall Town Board received information from the state that this is not the case. There are several municipalities that do not have signed contracts with her. Copy of this will be filed with the minutes. Supervisor stated that February 4, 2019 she was told the only way the Supervisor would sign the contract is if the dog control officer changed the fee schedule to be the same as what we currently have in our dog law on the website. Supervisor will sign it and specifically note on the Schedule A part of fees listed of the contract that the dog control officer will follow the Town of Whitehall Dog Law fees as listed on the website.

Compliance Officer Report- verbal report by Martin Rocque

Not much to report. He would like something mentioned in the paper on the whole town spruce up their properties for spring coming.

Councilperson Dudley would like to know how Martin is coming on the violation on the State Route 4 property. Martin stated that property owner has 90 days to comply. He has sent a certified letter with the violation. He is also working on the property on the corner of Cemetery Lane and County Route 12. He has not been able to get in touch with the property owner on Carvers Falls Road with the illegal trailer. Martin had asked John to check into it down at Washington County Code to see if they had any information on it as far as a county permit for a septic or a trailer. The property owner has not filed a mobile home permit with the Town. Councilperson Kingsley suggested sending him a certified letter for mobile home violation. He will send a notice of violation by certified registered letter to the property owner.

Councilperson Hollister feels the county should be involved in this also.

Town Clerk Report -written report by Julie Millett

Washington County Free Rabies Clinic on April 13, 2019 from 9:30 – 12:30 pm at the Town Garage. Information has been given to Whitehall Times Reporter to put something in the paper about it. Town clerk thanked the Board for her flowers and card. We will have new town clerk hours effective April 1, 2019; Monday – Thursday from 9 am – 4 pm. Supervisor stated that he will miss Julie for all her help in the office.

Town Assessor Report-no report by Bruce Caza

Supervisor has spoken to the assessor because his term is up in September and Bruce would like to stay until June of 2021 if the Town Board would like him to stay. This is normally a six-year appointment. Supervisor stated that everything is in place to have the county shared services take over assessing if the Board wants to go in that direction. This route we would have a clerk, data collector and assessor. This would be a \$5,000 savings if we went with Washington County. Supervisor is satisfied with him staying until June of 2021. He has done a lot with the Amish, solar fields, and people really like him. Supervisor did mention to him that he was a little unsatisfied not being here collecting the forms for March 1, 2019 deadline and the girls having to do most of the work. Councilperson Kingsley, Safka and Hollister would like him to stay. Councilperson Dudley had some concerns with Bruce doing his job and his health. Board decided to bring this up again at July meeting. Board would like 45-day notice when he plans on retiring.

Town Supervisor Report-written report submitted by John Rozell

- NYCLASS Report from Joel Carpenter, town has made \$437.88 in interest.
- Problems with trailer park again.
- Waiting for auditor's report for 2017 accounts.
- Going with Meals on Wheels on March 22, 2019.
- Flowers and a Certificate of Appreciation were delivered to Carol Senecal for all her hard work as Town Historian.
- Mandatory Sexual Harassment Training for all town employees on April 29th from 9 am – 11 am in Granville. Highway workers will be going to this at the fairgrounds.

Town Planning Board Report-written report submitted by Gregg Chappell

Budget Officer Report- no report by Joel Carpenter

Town Highway Report- verbal report by Louie Pratt

Supervisor would like to discuss the truck purchase. He would like to know if the Board would like to use the Town's money to purchase the truck instead of borrowing the money. The truck will cost \$234,000. We have \$70,000 in the budget to put down on the truck. When we receive the truck in July, we will have \$164,000 left to pay on the truck. Out of the Highway Town wide account we can take \$40,000 to put towards the \$164,000. Out of the General Fund we can take \$124,000. Next year around February of 2020 \$70,000 will be paid on the truck again out of Highway Town wide to pay back money that was borrowed from the General Fund and again in 2021 \$54,000 will be paid back to General fund. This has all been discussed with Joel Carpenter and he stated that the other towns he works for have done it this way in the past. This will save borrowing it from the bank. Attorney recommends that Joel Carpenter type something up stating that money was borrowed from General Fund and will be reimbursed from Highway Town wide account. Interest may be paid if the Comptroller's Office requires it.

- Louie thanked Julie for her service.
- Monthly Highway Reports have been given to the Board for their review.
- We are at 50% already for our repair budget.
- Labor part of it for our winter snow removal should be ok.
- Sand, salt and fuel about 50% on that.
- Have enough to buy 128 tons of salt next fall, around October to fill the salt shed.

-Had an employee off since January 26th of this year. Just returned to light duty under discretion of the Highway Superintendent with approval by the Town Board. He has been driving truck.

Motion to allow highway worker to return on light duty made by Supervisor Rozell and seconded by Councilperson Hollister.

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

-Pat D. from Whitehall Central School would like more signage or a blinking light on State Route 4 turning onto Buckley Road due to another accident. Pat D. is writing letter to State, but would also like the Town to write a letter to Betty Little and Dan Stec's Office. If a letter on the miles per hour is sent, the Town would have to first send a letter to the county. Louie feels the miles per hour is not an issue, but the sun at a certain time of day where you can't see is the issue.

Written Reports will be filed with the minutes.

Supervisor would like someone to make a motion to accept the Town Clerk's resignation.

Motion made by Supervisor Rozell to accept Town Clerk/Tax Collector/Vital Registrar, Julie Millett's resignation effective March 29, 2019 and seconded by Councilperson Hollister.

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

Motion made by Councilperson Hollister to appoint Town Clerk/Tax Collector/Vital Registrar, Patti Gordon effective April 1, 2019 through December 31, 2019 and seconded by Councilperson Kingsley.

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

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

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

Written reports will be filed with the minutes.

Board would like the following entered into the minutes that Barry Lane has submitted a retirement letter to the Board dated February 21, 2019. In his letter he is planning to retire May 31, 2019.

ABSTRACT # 3 of 2019	General Fund V#19-3-1/23	\$ 8,219.55
	Highway FundV#19-3-1/9	\$ 7,524.48

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

Supervisor received a letter from NYMIR on assessing the Town of Whitehall buildings. Letter will be filed with minutes.

Motion to adjourn meeting at 8:25 PM made by Councilperson Safka and seconded by Councilperson Hollister.

ADOPTED

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

**Adjourned
Signing Off**

**Julie Millett
Town Clerk**