

**TOWN OF WHITEHALL  
REGULAR MEETING  
57 SKENESBOROUGH DRIVE  
WHITEHALL, NY 12887  
7:00PM**

**APRIL 20, 2022**

**BOARD MEMBERS PRESENT:** John Rozell, Supervisor  
David Hollister, Councilperson  
Christopher Dudley, Councilperson  
Timothy Kingsley, Councilperson

**ABSENT:** Stephanie Safka, Councilperson

**OTHERS PRESENT:** Patti Gordon, Town Clerk; Louis Pratt II, Highway Superintendent; Erika Seller-Ryan, Town Attorney; Martin Rocque, Town Compliance Officer; Genevieve Hollis, Rec Leader; Caton Deuso, Whitehall Times; Barbara Spoor, Brian Brooks Sr., WVFD; Steve Brock, WVFD.

Supervisor Rozell called the April 20, 2022 regular Town Board meeting to order at 7:00pm with the pledge of Allegiance to the flag.

Supervisor Rozell opened the mowing bid(s) for Sciota Cemetery. Only one bid was received from Ethan Davis of Champlain Valley Lawn Care for the maintenance of Sciota Cemetery for \$3,600.00 for 2022.

**Motion** made to accept the bid of \$3,600.00 from Champlain Valley Lawn Care for the maintenance of Scotia Cemetery for 2022 made by Councilperson Hollister and Councilperson Dudley.

**ADOPTED**      **AYES**    4 **Rozell, Hollister, Dudley, Kingsley**  
                  **NAYS**     0

**Public Comments:**

Brian Brooks came to talk to board about the Whitehall Volunteer Fire Department. They are working on getting the fire training center up and going this year, but the biggest issue is membership. There are just not enough members in the fire department. In reference to the training center, Mr. Brooks asked if any of the infrastructure money that the town will be getting from the powerline that is coming could be used for the training center. The goal is to have a propane training center, roof simulator and mask confidence course on site which they do not have any money in the budget for. Mr. Brooks also brought up the issue of the need for a Fire District. Councilperson Dudley asked how much of issue with membership and enrollment mirrors the trend, Mr. Brooks said he does not know. Supervisor Rozell asked why a district would draw in more members and Mr. Brooks stated that with the LOSAP program (Length of Service Award Program) it would encourage members to join but they need to establish the fund first. Supervisor Rozell asked if there were any incentives to join the fire service at this time and Mr. Brooks said not really. Mr. Brooks said pre-covid, the fire department used to have a table set up at the high school to try to recruit students to join the fire service. Supervisor Rozell said that he and the Town Board would be looked into ways to increase enrollment with the fire company over the next month.

Barbara Spoor asked if the Chamber of Commerce could use Skenesborough Park in conjunction with the Whitehall Festival Committee (the committee now only consisting of Beth Molinero due to the fact that Jim Aiken has passed away and Carol Greenough has stepped down). Barbara Spoor stated that she heard that in the past, the Town has donated \$1,500.00 toward the Festival. Supervisor Rozell stated that that was incorrect. There is \$1,500.00 allocated in the budget for the Whitehall Festival. It is not a donation, but it was declined this year because no Festival was planned.

**Motion** to let the Whitehall Chamber of Commerce/Whitehall Festival use Skenesborough Park on June 11<sup>th</sup>, 2022 considering the necessary paperwork is properly presented made by Supervisor Rozell and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4 Rozell, Hollister, Dudley, Kingsley**  
                      **NAYS**     **0**

**Motion** to approve the monthly minutes from the March 16, 2022 regular Town Board meeting made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4 Rozell, Hollister, Dudley, Kingsley**  
                      **NAYS**     **0**

**Town Heritage Report** by Carol Greenough – No Report

**Town Recreation Report** by Genevieve Hollis – Written

-Supervisor Rozell ask if there were any upcoming basket parties. Rec Leader Hollis said she wasn't allowing any more basket parties because they weren't cleaning up properly afterward, birthday parties are being allowed though.

**Town Dog Control Report** by Kathy Hall – Written

**Town Compliance Report** by Martin Rocque – Nothing to Report at this time.

-Compliance Officer Rocque asked what the status was on 'Miss Kitty's'. Town Attorney Seller-Ryan said there is a judgement against her and if the Board wants to continue it will need to go to the Supreme Court. The board would like to move forward at this time.

-The other junkyard on Route 4 (McKinney's) was discussed as well. Town Attorney Seller-Ryan told Compliance Officer Rocque to send another notice and proceed from there. Due to fact that other mailings from the Town to the McKinney's have been returned, Attorney Seller-Ryan said the notice may need to be hand delivered then. The only other solution would be to ask for privacy screening meaning, they would just need to put up a fence.

**Town Clerk Report** by Patti Gordon – Written

**Town Assessors Report** by Roberta Stone – Written

**Town Supervisors Report** by John Rozell – Verbal

-Supervisor Rozell and Highway Superintendent Louis Pratt met with the Town's insurance agent to discuss the new policy for the Town. One item that was changed was the contents of the playground. It was lowered down from \$15,000.00 to \$10,000.00. The Town is paying approximately \$2,600.00 for flood insurance. The last time there was a flood there was in 1988. Supervisor Rozell asked the Town Board if they would like to cancel the flood insurance. The Board discussed the option of possibility starting a reserve fund instead which would only be able to be used for an emergency flood. Supervisor Rozell stated that he would discuss the reserve fund option with the Town Budget Officer Joel Carpenter and Attorney Seller-Ryan would look into as well.

**Motion** made to cancel the flood insurance policy on the recreation center building made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4 Rozell, Hollister, Dudley, Kingsley**

**NAYS 0**

**Motion** to accept the insurance policy with Northern Insuring Agency for 2022 for the Town of Whitehall made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED AYES 4 Rozell, Hollister, Dudley, Kingsley**  
**NAYS 0**

**Town Budget Officers Report and Transfers** by Joel Carpenter – Written

**Town Planning Board Report** by Gregg Chappell – No Report

**Town Highway Report** by Louis D. Pratt II – Written and Verbal

**Resolution #32** – Mowing Contract

**Motion** to accept Resolution #32 the mowing contract between Washington County Department of Public Works and the Town of Whitehall to mow the roadsides consisting of approximately 27.02 miles of County highways at a rate of \$269.50 per centerline mile for a total of \$7,281.89 for the season made by Supervisor Rozell and Seconded by Councilperson Hollister.

**ADOPTED AYES 4 Rozell, Hollister, Dudley, Kingsley**  
**NAYS 0**

-Supervisor Rozell stated that he will speak to the County about increasing the rate. It has stayed the same for several years.

-There was not any additional C.H.I.P.S. money awarded as of yet.

-Extreme Winter Recovery should be approximately \$16,000.00 to \$19,000.00

-Working on repairing Carlton Road.

-Ken Martin is working on bid specs for the garage roof, he was not able to have it ready for the Board meeting, and should be ready for the next meeting.

-The furnace in the highway garage will be moved to a different location in the garage and most of the work will be done in house.

-An ad was run for help in the Whitehall Times for two weeks and did not receive any new applicants but did have an old applicant come back and have a second interview scheduled.

**Motion** to approve the monthly reports made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED AYES 4 Rozell, Hollister, Dudley, Kingsley**  
**NAYS 0**

#### **Business to Discuss**

An audit of the Town books and Town Justices' books for 2021 was completed. The only issues found were with the deposits that go into the Town account from Justice Nichols was labeled "Village" and Judge Putorti's had a \$93.00 discrepancy reports. Justice Nichols has contacted N Court and is in the process of having it corrected and Judge Putorti is working on finding the source of the discrepancy.

**Motion** to pass resolution #33 for the Town Audit Report of 2021 made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED AYES 4 Rozell, Hollister, Dudley, Kingsley**  
**NAYS 0**

Supervisor Rozell discussed with the Board the recommendation of adding additional hours to the court clerk current hours.

**Motion** to add up to two additional hours per week to the court clerk position made by Councilperson Kingsley and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Motion** to allow Kroka Expeditions to stay overnight in the Skenesborough Park on April 26<sup>th</sup>, 2022 made by Councilperson Hollister and Seconded by Councilperson Dudley

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Motion** to allow the Farmers Market to use the Park with the stipulation that they will not drive on the walkway made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Abstract #4 of 2022**

**General Fund V/# 1-30 \$11,916.17**  
**Highway Fund V/# 1-14 \$26,106.31**

**Motion** to approve the monthly vouchers Abstract #4 of 2022 made by Councilperson Hollister and Seconded by Supervisor Rozell.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Motion** to go into Executive Session for personnel reasons made by Councilperson Hollister and Seconded by Councilperson Dudley.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Motion** to come out of Executive Session with no decisions or actions taken made by Supervisor Rozell and Seconded by Councilperson Hollister.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Motion** to adjourn the Town Board meeting at 9:04pm made by Councilperson Hollister and Seconded by Supervisor Rozell.

**ADOPTED**      **AYES**    **4** **Rozell, Hollister, Dudley, Kingsley**  
**NAYS**        **0**

**Adjourned**  
**Respectfully Submitted**

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

