

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

**JULY 20, 2022**

**BOARDMEMBERS PRESENT:** John Rozell, Supervisor  
David Hollister, Councilperson  
Christopher Dudley, Councilperson  
Stephanie Safka, Councilperson  
Timothy Kingsley, Councilperson

**OTHERS PRESENT:** Patti Gordon, Town Clerk; Louis Pratt II, Highway Superintendent; Erika Seller-Martin, Town Attorney; Martin Rocque, Compliance Officer; Keith Redmond, WCSD AD; Caton Deuso, Whitehall Times; Glenn Ward, Joseph N., Genevieve Hollis, Rec Director; Rebecca Jones, R H Mowatt, Whitehall Historical Society.

Supervisor Rozell called the Regular Town Board meeting to order at 7:00pm with the Pledge of Allegiance to the Flag.

**PUBLIC COMMENTS:** Mr. Mowatt, President of the Whitehall Historical Society spoke on behalf of the Historical Society regarding the Museum and the Historical Society itself. The Historical Society was established in 1959. James Aiken had been president for 18 years until his passing, and RH Mowatt was his Vice President for those 18 years. Mr. Mowatt has now become president. There are also five new board members. The Museum opened earlier than planned this year for the Whitehall Festival. Also prior to the opening there was a group of third graders who visited the Museum, Library and Skene Manor for a field trip. The board members volunteered to clean the Museum this year prior to opening, last year a company was paid to do it. Meetings are either held at the Museum itself or the library on the second Tuesday of each month. The Historical Society is currently working on the preservation of the hull of the USS Ticonderoga. They are working with the Historic Trust to make the Ticonderoga a Historic Site. As far as communication methods are concerned, there is now a new Facebook page which was created by Sally Raino and is currently working on building a pamphlet for the Museum to be distributed. Mr. Mowatt told the Town Board that they are hoping to start a "hobby night" in the future and would like to possibly use the meeting room in the Municipal Building for it. Mr. Mowatt spoke regarding the fact that the Town of Whitehall owns the Museum Building and that it was built in 1913. He stated that the windows need to be replaced. They are metal frames and are literally rusting to the extent you can put your hand into the window frame. When the Visitor's Center was built it was built with a flat rubber roof which has been maintained the best it can be but it will need to be addressed in the future. Mr. Mowatt then asked the Town Board Member if there were any questions. Councilperson Safka expressed she would like to see the Museum open more regular hours/days. Mr. Mowatt stated that the Museum is open three days a week, Friday, Saturday & Sunday; the hours have been the same for the last three years. It was previously open six days per week prior to COVID and the signage outside will be changed to reflect the new hours. Mr. Mowatt stated that finding help/volunteer was one of the main issues on having the Museum open more. Councilperson Safka suggested the possibility of the Town assisting in helping with funding in that area if that was needed. The discussion of a preparing an updated contract came up between the Historical Director/Society and the Town before the current one

expires. Mr. Mowatt clarified that the Heritage Director directs the Museum and the Historical Society owns the collection and they also have the resource room above the library. Councilperson Safka stated that the tax payers should have a voice in how the Museum operates to a certain extent and that she would like to see more communication between the Town, Village, Historical Director/Society in the future. Mr. Mowatt invited anyone who would like to attend there next meeting. Councilperson Safka stated she will try to and hopes someone from the Village Board will as well. Supervisor Rozell stated that he was very happy with the progress that has been made and will continue to work with them.

At 7:30pm Supervisor Rozell paused the Regular Town Board meeting to open the bids for the Highway Garage Roof Project. The bids were as follows:

- |                        |              |
|------------------------|--------------|
| 1. S & L Roofing       | \$238,000.00 |
| 2. Arrow Sheet Metal   | \$227,600.00 |
| 3. Titan Roofing       | \$208,000.00 |
| 4. Mid State Ind. Ltd. | \$196,000.00 |
| 5. Express Roofing     | \$283,500.00 |

All bids received were opened. They will be delivered to the Ken Martin, Engineer for his review and recommendation. A special board meeting will be scheduled to accept/reject any or all bids received.

**Motion** to schedule a Public Hearing for the purpose of accepting/rejecting bids received for the Highway Re-Roof project on July 28<sup>th</sup>, 2022 at 6:00pm made by Councilperson Safka and Seconded by Councilperson Hollister

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

Keith Redmond, WCSD AD asked the Town Board if they could use the Whitehall Recreation Center to host Homecoming the second week in October (Thursday or Friday). He stated that there would be no bonfire and that there would be additional chaperone coverage paid by the school district. He also asked if it were possible to have food trucks in the parking lot. The vendors would have all the necessary paperwork in place.

**Motion** to allow the WCSD to use the Recreation Center for Homecoming festivities the second week in October 2022 made by Supervisor Rozell and Seconded by Seconded Kingsley.

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

**Motion** to approve the monthly minutes from the June 15, 2022 regular Town Board meeting made by Councilperson Hollister and Seconded by Councilperson Safka.

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

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

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

-Asked the Town Board if it were possible to repaint the lines in the parking.

-Asked the Town Board to have a back to school dance on 9/5/2022 with a D.J. and pizza party.

Supervisor Rozell asked Rec Leader Hollis to get itemized bills ahead of time so that checks can be cut to pay the vendors the night of the event.

-Supervised Rozell asked about the lunch program. Rec Leader Hollis said that there have only been a few kids participating.

**Motion** to hold a back to school at the Recreation Center with a D.J. and pizza party made by Councilperson Safka and Seconded by Councilperson Hollister.

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

The Recreation Center will be closed August 22, 23 and the morning of the 24<sup>th</sup> for elections.

**Town Dog Control Report** by Kathy Hall – No report.

-The Town received the Municipal Shelter Report and Dog Control Inspection Report from Ag. & Markets, they were both Satisfactory.

**Town Compliance Officer Report** by Martin Rocque - Nothing to report at this time.

-The violation paperwork was mailed out the property owner on Route 4 and it did not come back to the Town undeliverable and the owners have not been in contact with the Compliance Officer or the Town Office as of the date of this meeting.

-At the above mentioned property there was also a dog situation reported and Washington County has been notified. There are several dogs on the property which is currently being investigated.

Supervisor Rozell asked what the next is for the property located on 10597 State Route 4. Town Attorney Seller-Ryan stated once the deadline is up on the violation the Town will file. Compliance Officer Rocque will need to sign an affidavit and the pictures will need to be updated. Compliance officer Rocque stated that the thirty days are up, it was up on the 15<sup>th</sup> of June, 2022. There are several cars currently on the property for sale and Washington County is looking into the matter. This will be filed in local court first and if it is not resolved it go to Supreme Court which can offer injunctive relief.

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

-The Town website has been updated

-The new equipment will arrive next from Washington County for the shared services grant for our Vital Records. There is need for the Town to hire an IT person for the computers, the County does not support the Towns in the County. There is necessary work that needs to be done like installing a firewall for security and we need to considering purchasing a new computer for the Town Clerk position.

**Town Assessor Report** by Robert Stone – Written

-Asked the Town Board to consider a reassessment for 2023. The last reassessment was done in 2007. The Town Board discussed the possibility of having a reassessment done. The Board members asked whether the current market, is it the right time to do. Councilperson Dudley feels like it is a volatile market time to be considering it. (Assessor Stone was not present for the meeting but she was available via telephone for questions). The Town Board members discussed several questions with Ms. Stone via telephone. She explained that the Town is currently at 94.5% of full market value and the state would like all Towns to be at 100% full market value. Ms. Stone explained that some of the properties are under assessed and others are over assessed and this process would equal them out. She is proposing doing it herself at no additional cost to the Town. If the Town has to pay a company to have it done it will cost anywhere from \$65.00 to \$75.00 a parcel which computes to over a cost of a \$100,000.00 to the Town. Supervisor Rozell asked the Town Board if they wanted to move forward at this time or wait until next to make a decision. Councilperson Dudley would like to wait until month and Councilperson would like to move forward. Attorney Seller-Ryan stated that the state would like everyone to be at 100%. She also explained that just because your assessment goes up it does not mean your taxes are going up but that is not necessarily the case. The budget is already set and it can not go up more than 2% its just simply the price per thousand goes down and it makes it equitable across the board. Sole

Assessor Stone explained to the board that she would compare the properties to recent sales and “cost to build”. The current cost to build in RPS system is not as high as actual cost now. Sole Assessor Stone as told the board that she has discovered that there are a lot inconsistencies with the current data on inventory and also stated if she does do a Town wide evaluation she can apply for more State Aid for the town equally somewhere between two to five dollars a parcel.

**Motion** made to proceed with the Resolution #37 to proceed with a 2023 Town Wide Reassessment made by Councilperson Hollister and Seconded by Council Safka.

**ROLL CALL VOTE**

Councilperson Safka, AYE  
Councilperson Hollister, AYE  
Councilperson Dudley, NAY  
Councilperson Kingsley, NAY  
Supervisor Rozell, Nay

Motion was not adopted and the board will discuss it at the next monthly board meeting on August 17, 2022.

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

-The Sasquatch statue at the park has collapsed and repairs will be made.  
-There are some repairs that need to be completed on the back end of the Municipal building this month.

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

**Town Planning Board Report** by Gregg Chappel – Written

**Town Highway Report** by Louis Pratt II – Written

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

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

**BUSINESS TO DISCUSS:**

Park Requests:

**Motion** to approve Park request(s) for Kelly Courcelle for a Wedding on 9/3/2022, Park request for Charlene Parker for a birthday party on 8/21/2022, and Poonam Srivastava for a Rieke Class on 7/23, 7/29, 7/31 (previously approved by Pat Provost) made by Councilperson Hollister and Seconded by Supervisor Rozell.

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

Park donations June 15<sup>th</sup> thru July 18<sup>th</sup>, 2022 total \$103.00.

**ABSTRACT #7 OF 2022**

General Fund V/# 1-23    \$ 7,651.43  
Highway Fund V/# 1-10    \$ 8,423.73

**Motion** to approve the monthly Vouchers Abstract #7 of 2022 made by Councilperson Hollister and Seconded by Councilperson Safka.

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

**Motion** made to approve the purchase food for the election workers for the August 23, 2022 election made by Councilperson Hollister and Seconded by Councilperson Safka.

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

**Motion** to go into Execution Session for retirement and personnel issues made by Supervisor Rozell and Seconded by Councilperson Hollister.

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

**Motion** to call out of Executive with no action taken made by Supervisor Rozell and Seconded by Councilperson Hollister.

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

**Motion** to adjourn the monthly Town Board meeting at 8:45 made by Supervisor Rozell and Seconded by Councilperson Safka.

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

**Adjourned**  
**Respectfully Submitted**

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