

**THE TOWN OF WHITEHALL
57 SKENESBOROUGH DRIVE
WHITEHALL, NY 12887
Public Hearing and Regular Town Board Meeting
7:00 PM
August 19,2026**

PRESENT: John Rozell, Town Supervisor
David Hollister, Councilperson
Christopher Dudley, Councilperson
Francis Wilbur, Councilperson
Kirstin Thomas, Town Clerk

ALSO PRESENT: Erika Seller-Ryan, Attorney for the Town
Louis D Pratt II, Superintendent of Highways
Timothy Martindale, Rec. Supervisor

OTHERS PRESENT: E.J. Conzola, Sentinel- Times; Joe & Hillary Rozell; Scott & Barb Tracy; Carrie Downs; Lukas Longtin; and Sheri Fuller.

Supervisor Rozell called the board meeting to order with the Pledge of Allegiance at 7:00 pm.
The meeting was opened for Public comments.

PUBLIC HEARING COMMENTS:

Town Supervisor Rozell asked for any comments and limited comments to 5 minutes each. Concerns were raised regarding Washington County Budget issues.
There were no further Public comments and Supervisor Rozell adjourned the Public Hearing meeting at 7:10 pm.

APPROVAL OF MINUTES

MOTION to approve the monthly minutes from July 15, 2026 Town Board regular meeting motion made by Councilperson Hollister and Seconded by Supervisor Rozell

ADOPTED **Ayes 4 Rozell, Hollister, Dudley, Wilbur**
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

MONTHLY REPORTS

Town Recreation Report by Carrie Downs - Written and verbal

Update on successful events, rescheduled events, and cancelled events at the Rec Center. Football practices have started on the Rec fields. A list of repairs, cleaning and maintenance has begun on the Rec Center and Senior Center.

Parking space lines in the Rec Center parking lot have completely faded and are in need of repainting. The Rec center would like to turn the parking lot painting into an event for the kids. Potential for fundraising through the American Legion Auxiliary.

New slide for playground has arrived and installation plans need to be addressed. Bids are being collected for sealing the Basketball Court. There is already a plan to deliver wood chips.

Town Dog Control Report by Kathy Hall- written

7/2 & 7/5 – Responded to Loose dog reports, owners located

7/17 – Responded to loose dog call. No owner found, dog was turned over to Out of the Pitts Rescue.

7/23 – Responded to complaint on N. Williams Street about a neighbors dog and several cats defecating on property owners lawn. Spoke with Neighbor about the dog, and was informed that the majority of

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the cats were feral. Informed the complaining property owner of what was agreed upon regarding the dog and the situation regarding feral cats.

Comment from Supervisor Rozell: Owners of the State Route 4 property with Animal Abuse charges have plead guilty and been sentenced to jail time. There is still ongoing issues with animals on the property. Looking into the proper channels to put a stop to the ongoing problems with that property and the current residents.

Town Compliance July Report by Jessie Neddo- Written

2 Building Reports were approved/signed off. Issued formal reminder letter for property on State Route 4 regarding property maintenance code issues, specifically accumulated junk and unpermitted camper usage. Property is well maintained as of today.

Met with concerned couple to hear complaints regarding conditions at another State Route 4 property. Coordinating with the Animal Control Officer (ACO) to ensure all enforcement steps regarding this property follow proper municipal and legal channels.

Town Clerk July Report by Kirstin Thomas – Written and Verbal

14 Dog Licenses issued

15 Fishing Licenses issued

2 Marriage License issued

2 Genealogy searches

Total July Town of Whitehall Revenue from Licenses and Certified Copies was \$438.26

Change in Town Clerk office hours starting September 2026 will be M-W 9am to 5:30pm, and Thur & Fri by appt. The extended hours will make it easier for working residents who are unable to arrive at Town Office prior to 3pm to conduct their transactions with Town Clerk.

Town Budget Officer's Report by Joel Carpenter – Written

Town Planning Board Report by Gregg Chappell – Written

Town Highway Report by Louis D Pratt – Written

Town Assessors' Report by Roberta Stone – Written

School Tax bills will be issued at the beginning of September. NYS STAR Report No. 7 has been completed.

1 Small Claims Assessment Petition for a property on County Route 12 has been filed and is scheduled for 8/31/26.

3 Article 7 Proceedings have been filed for properties on School Street, Blinn Street, and County Route 9. 2 of which are continuations from the previous year.

All June 2026 Property Transfers have been received, reviewed, and filed. All Arms-length sales have been logged for ratio-study purposes and will be included in ongoing market trend analysis.

Town Supervisor Report by John Rozell – Verbal

Town office failed Washington County Inspection. Dead battery issue with the over overhead door Emergency Exit signs. New batteries will be ordered to rectify issue. The County will be inspecting the Rec Center next, sometime in October 2026. Fire Extinguishers have been inspected and all passed. American Legion sponsored Fishing Derby. We'd like to Thank the Federation of Sportsmen of Washington County for donating a Lifetime Fishing License as a prize. They also made approx. 20 fishing poles available for use for the event.

Several complaints have been received of the Pavilion building being locked during hours it was posted as open to public. Grounds keeper has been notified to not lock the building earlier than the posted hours. Automatic locks are being considered for consistent hours building is to be open to public.

Landscaping conditions at the park have been brought up as an issue, especially with upcoming park events like Sasquatch Festival. Extra effort will be taken to clean up weeds and overgrowth between stones before event.

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MOTION to approve the Monthly Reports made by Councilperson Hollister and Seconded by Councilperson Wilbur

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

BUSINESS TO DISCUSS:

-Donations received for Park/Dock for (7/16-8/19) \$66.75, YTD Total is \$140.75

-Received Contract with Lake Champlain Coal to prepurchase heating fuel. 1,500 gallons at \$1.95 a gallon. \$0.03 cheaper then last years prepaid price. Town still has a credit of 295.02 from last years pre-purchase.

MOTION made by Councilperson Hollister and Seconded by Councilperson Dudley to prepay for 1,500 gallons of heating fuel.

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

PARK REQUESTS: First Baptist Church of Whitehall – Church picnic at the Pavillion for Sunday, 9/6/26 from 10am to 2pm.

MOTION made by Supervisor Rozell and Seconded by Councilperson Hollister to approve park request.

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

AUDIT OF CLAIMS

ABSTRACTS #8 OF 2026

General Fund No.1 through 26 \$ 11,741.16

Highway Fund No.1 through 8 \$ 209,004.45

Youth Budget No.1 through 10 \$ 708.67

MOTION made by Councilperson Hollister and Seconded by Councilperson Dudley that the bills contained on the below Abstracts #8-2026 have been reviewed by the Town Board and are authorized for payments in the below amounts.

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

Resolution No. 39 – Authorizing Town Court to apply for JCAP Grant

MOTION made by Councilperson Hollister and Seconded by Councilperson Dudley

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

Resolution No. 40 – Town of Whitehall to adopt NYAOT Bill of Rights

MOTION made by Councilperson Dudley and Seconded by Councilperson Hollister

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 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

Resolution No. 41 – Budget Transfer Request from Contingent Account to Veterans Service and Animal Control Contractual

MOTION made by Supervisor Rozell and Seconded by Councilperson Hollister

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

Executive Session:

MOTION to go into Executive Session at 8:00PM for Legal Updates from Attorney made by Councilperson Dudley and Seconded by Supervisor Rozell

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

MOTION to come out of Executive Session at 9:45PM made by Supervisor Rozell and Seconded by Councilperson Dudley

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

MOTION to adjourn the Regular Town Board meeting at 9:46PM made by Supervisor Rozell and Seconded by Councilperson Hollister

ADOPTED Ayes 4 Rozell, Hollister, Dudley, Wilbur
 Nays 0
 Absent 1 Safka
 Motion Carried 4:0

ADJOURNED
Respectfully Submitted



Kirstin Thomas
Town Clerk