

MINUTES OF THE REGULAR TOWN BOARD MEETING OF THE TOWN OF FORT ANN HELD ON MONDAY, AUGUST 8, 2016 AT 7:00 P.M. AT THE FORT ANN TOWN HALL, 80 GEORGE STREET, FORT ANN

PRESENT: Supervisor Richard Moore
Councilman Dennis Fletcher
Councilwoman Gretchen Stark
Councilman Floyd Varney
Councilwoman Deborah Witherell

OTHERS PRESENT: Helen Denno, Confidential Secretary to the Supervisor/Bookkeeper, Barbara Winchell, Town Clerk, Paul Winchell, Highway Superintendent, Jeff Meyer, Town Attorney, Mark Miller, Enforcement Officer, Joe Loszynski, Kristen McMasters, American Battlefield Protection Program, Laura Chadwick, Gene Connell, Penny Gould, Bill Bailey, Sheila Sharrow, Dan Monahan, Tracy Monahan, Barbara Eagle, Joe Monahan, Pat Monahan, JoAnn Rouse, Earl Rouse, Joan Degener, Christine Milligan, Maureen Barber, Ed Paradis, Jr., Arlene Green, Cathy Matier, Dale Grinnell

Meeting was called to order at 7:00 p.m. with the Pledge of Allegiance to the Flag.

On motion of Councilwoman Stark, seconded by Councilman Fletcher to accept tonight's agenda.

Motion was carried.

A moment of silence was held for deceased Fort Ann residents, Anne Marie Bearor and Marilyn LaPoint.

On motion of Councilwoman Witherell, seconded by Councilman Varney to accept the Regular Town Board Minutes of July 11, 2016.

Motion was carried.

On motion of Councilwoman Witherell, seconded by Councilman Fletcher to accept the Special meeting minutes of July 19, 2016.

Motion was carried.

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept the Special meeting minutes of July 21, 2016.

Motion was carried.

On motion of Councilman Fletcher, seconded by Councilwoman Witherell to accept the Special meeting minutes of July 28, 2016.

Motion was carried.

Supervisor Moore read the following from the July 2016 monthly financial statement:

General Fund Receipts	\$ 16,848.12
Disbursements General Fund	\$ 59,328.88

Disbursements Highway	\$112,599.59
Trust & Agency Fund	\$ 34,284.59

Checkbook Balances

General Fund	\$ 51,185.41
Highway Fund	\$ 2,747.89
Youth Commission	\$ 5,231.73
Hadlock Dam Project	\$ 239.73
Hadlock Park District Fund	\$ 11,204.79
Consolidated Health District	\$ 217.02
Trust & Agency Fund	\$ 1,711.26

Savings Account Balances

General Fund	\$611,082.87
Hadlock Park District	\$170,921.13
Highway Fund	\$636,544.63
LOSAP	\$ 21,357.35

Finance committee (Supervisor Moore, Helen Denno, Councilwoman Stark) met on August 1, 2016 to review 2nd quarter 2016 budget to the actual and overall things look pretty good. Supervisor Moore wanted to mention that it is only August and the 2016 budget will be short in the legal area. There was only \$25,000.00 budgeted for 2016 and as of June 30, 2016 \$24,225.54 has been spent. The Fort Ann Rescue Squad is having some issues with receipts as they are waiting for payments from Medicare (approx. \$60,000.00). Supervisor Moore is meeting with Fort Ann Rescue 8/9/16. On the revenue income side Supervisor Moore reported that the Town Justice was budgeted for \$105,000.00 and as of the end of June the Town only kept \$35,188.71 there could be a significant shortfall in this area.

Motion was introduced by Councilwoman Witherell, seconded by Councilwoman Stark to pay the bills as warranted and audited.

Motion was carried.

Supervisor Moore introduced Kristen McMasters from United States Dept. of the Interior National Park Service, Washington, DC. She presented information on the American Battlefield Protection Program (ABPP) Battlefield Preservation Grants. Kristen had a fifteen (15) page hand out and referred people to the financial resources that are listed in the document as well as the website www.cr.nps.gov/abpp. Christine Milligan was recognized as the driving force behind obtaining the Town of Fort Ann its first grant and now its second grant.

Supervisor Moore thanked Kristen McMasters for the \$80,000.00 grant and acknowledged how fortunate the Town of Fort Ann was to have her support and the support of the Civil War Trust.

Bill Bailey, Lake Hadlock Association President, spoke of the Lake Hadlock Association annual meeting in which it was brought up about the need/want for a paid Lake Park Manager. A DRAFT New Position Description Form (ASC-30) was distributed to the Town Board member's for their review and consideration with the 2017 budget process approaching. Joe Loszynski has been volunteering his time as Lake Park Manager for the last two (2) to three (3) years.

Supervisor Moore urged the TBM's to ask questions and to state tonight as to whether they are for or against this idea of a paid Lake Park Manager and no one brought forth any questions/concerns.

Supervisor Moore mentioned we have major challenges in preparing the 2017 budget because the tax cap isn't even 2% this year. Going over the tax cap jeopardizes the property tax freeze credit checks.

Supervisor Moore stated that there will be an increase in health insurance coverage as well for 2017.

Supervisor Moore introduced Laura Chadwick, Washington County Director of Real Property, who stated that the tax cap has to be complied with. She stated her office works very closely with the Assessor's Office and the Enforcement Office.

Supervisor Moore opened public comment and closed public comment with no comments being made.

Supervisor's Report:

- Follow-up with Councilman Fletcher's question of last month pertaining to the \$357,000.00 (casino licensing fee) Washington County had received. The Washington County Board of Supervisor's voted to do three (3) things with the money (\$10,000 to upgrade the Board Room; \$70,000 universal access control to the Washington County building; the balance will be saved and put towards the 2017 budget).
- There is an on line auction for two (2) parcels on Burquist Road that Washington County owns.
- State has received all of the necessary documentation regarding Streetscape.
- Cathy Robinson, Battle Hill Civil War Trust, will be here this weekend taking inventory and pictures, weather permitting.
- Mattison Road will remain closed; obtaining grant money doesn't look good.
- Cemetery Committee met a couple of weeks ago regarding the East Westfield Cemetery and it was decided that the American Legion will put up a flag pole, flag, solar Fall of 2016 and other work to be finished Spring 2017.
- Supervisor Moore would like to set up a solar meeting with Don Bedeaux, William Hohmann and have Attorney Meyer present so that rules/laws can be put in place.
- 2017 Budget Calendar has been revised/distributed and is listed on the Town website. November 10, 2016 is the public hearing and the 2017 budget will be adopted November 14, 2016.
- West Fort Ann Fire Company still doesn't have their 2015 financials ready and Supervisor Moore asked Attorney Meyer if there is any kind of recourse.
- The Assessor's day in the office has changed from Thursday to Tuesday starting August 16, 2016.

- Supervisor Moore met with Jim Buxton, Washington County Code Enforcement Administrator, and gave him about ten (10) cases that we should start to see some action on.
- August 9, 2016 Supervisor Moore has a meeting regarding health insurance proposals. Met with Jaeger and Flynn on Friday.
- Meeting at Old Stone House Library
- Received a thank you letter from Arlene Green, President, The Old Stone House Library on behalf of the Old Stone House Library Committee for supporting the summer recreation program.
- Supervisor Moore has an idea he is looking for assistance on and thinking about calling it “Help Fort Ann Help Fort Ann.” It would be for people in the Town of Fort Ann that are in need of food. Anyone interested in assisting or heading up this should contact Supervisor Moore. The Post Office collects canned goods twice a year but the canned goods don’t stay in Fort Ann.

Town Clerk’s Report was given for July 2016. The four (4) Washington County Code Enforcement forms are now available on the town’s website.

Highway Superintendent Report: The Highway Department will be blacktopping Thursday, weather permitting. A culvert collapsed on Copeland Pond Road. It will cost \$4,000.00-\$8,000.00 to repair Gradeall that was purchased thirteen (13) years ago.

Deb Foote, Copeland Pond, dropped off a thank you note for the Highway Department.

The Highway Superintendent identified surplus equipment and will be contacting Auctions International. Councilman Fletcher asked about blacktopping Quarry Road. The Highway Superintendent responded that there hasn’t been any money to blacktop Quarry Road.

Enforcement Officer Report was given for July 2016.

Joe Loszynski, Lake Hadlock Project Manager, submitted a monthly progress report by email to the Town Board.

Old Business: The request for proposal received from AIM, 52 Burt Lane, AuSable Forks, NY 12912 for 2017 hand harvesting services is still pending.

New Business: Moose Hillock submitted a letter to the Town regarding that the fee schedule for Trailer Camps. In 2014 the Town Board made a decision to raise the annual renewal fee from \$10.00 to \$25.00 and \$2.00 per site to \$5.00 per site. The owner, Ed Paradis, of Moose Hillock is asking this Town Board to reconsider this 2014 decision and to eliminate those fees as he feels he already pays a fair amount of county, town and school taxes.

On motion of Councilwoman Witherell, seconded by Councilman Fletcher to eliminate the fees effective 1/1/17.

Motion was carried and resolution to follow later in the evening.

Supervisor Moore announced that the August 29, 2016 Town of Fort Ann Planning Board meeting will be at the Fort Ann Central School at 7:00 p.m.

Two (2) bids were received for the 1987-1989, 125 hp, two stroke outboard motor with prop and throttle controls.

- 1) Brent Witherell, 505 Clay Hill Rd., Fort Ann, NY 12827 for \$100.00
- 2) Gerald Dudley, 44 Bellamy St., Whitehall, NY 12887 for \$78.28

On motion of Councilman Varney, seconded by Councilman Fletcher to reject all bids and Councilwoman Witherell abstained.

Motion was carried.

It was decided to declare this outboard motor surplus and refer it to Auctions International with the Highway surplus equipment. The outboard will be stored at the Highway Department.

RESOLUTION #102-16

GRANT FOR TOWN HALL COURT ROOM IMPROVEMENTS

On motion of Councilwoman Witherell, seconded by Councilman Varney, to accept resolution entitled "Grant for Town Hall Court Room Improvements Resolution."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the Town Board of the Town of Fort Ann approves the application submitted by the Town Justice of the Town of Fort Ann in accordance with the provisions of Chapter 280 of the Laws of 1999 and with all rules and regulations governing the Justice Court Assistance Program.

RESOLUTION #103-16

INCIDENT REPORTING SYSTEM POLICY

On motion of Councilman Fletcher, seconded by Councilwoman Witherell, to accept resolution entitled "Incident Reporting System Policy Resolution."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the Town Board of the Town of Fort Ann hereby adopts the new Incident Reporting System Policy. In accordance therewith, all incidents/accidents occurring on Town owned property shall be immediately reported, in writing, to the Town Clerk. The Town Clerk shall file, maintain, and track records of all incident/accident including, but not limited to the original reports, in the Office of the Town Clerk.

RESOLUTION #104-16

DRIVING RECORD REVIEW POLICY

On motion of Councilwoman Witherell, seconded by Councilman Varney, to accept resolution entitled "Resolution Driving Record Review Policy."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the Town Board of the Town of Fort Ann hereby adopts the Driving Record Review Policy as drafted, which in pertinent part established various protocols for the driving records of Town Employees, and requires Employees operating any town owned motor vehicles to sign off on this policy so it is clear that their driving record will be reviewed periodically and tracked by the NYS Department of Motor Vehicles.

RESOLUTION #105-16

AUTHORIZING BID FOR REPLACEMENT GRADALL

On motion of Councilwoman Stark, seconded by Councilman Varney, to accept resolution entitled "Resolution Authorizing Bid for Replacement Gradall."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the Town Board of the Town of Fort Ann authorizes the Fort Ann Highway Superintendent to go to bid for a replacement Gradall.

RESOLUTION #106-16

TO LEASE 2001 GRADALL 3100

On motion of Councilwoman Witherell, seconded by Councilman Fletcher, to accept resolution entitled "Resolution to lease 2001 Gradall 3100."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the Town Board of the Town of Fort Ann approves the leasing of a 2001 Gradall 3100 at \$6,500.00 per month.

RESOLUTION #107-16

DECLARE SURPLUS EQUIPMENT

On motion of Councilman Varney, seconded by Councilwoman Stark, to accept resolution entitled "Resolution to Declare Surplus Equipment."

ADOPTED AYES 4 Fletcher, Stark, Varney, Moore
ABSTAIN 1 Witherell

RESOLVED, that the Town Board of the Town of Fort Ann declares the 125 horsepower motor from pontoon boat; 2003 Alamo Offset flail mower; 1987 Gradall G84W030; 2000 International Dump truck #1HTGEAHR2YH266872 as surplus and that Highway Superintendent and Town Supervisor are hereby authorized to sell the equipment to the person or entity providing the highest offer through a private negotiated sale or via Auctions International.

RESOLUTION #108-16

APPROVING BUDGET MODIFICATION TO COVER DEFICITS IN APPROPRIATION ACCOUNTS

On motion of Councilman Varney, seconded by Councilwoman Stark, to accept resolution entitled "Resolution Approving Budget Modification to Cover Deficits in Appropriation Accounts."

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, that the 2016 budget shall be amended by transferring funds between appropriations from General Fund A1990.4 Contingency Fund \$4,342.00 to A1910.4 Unallocated Insurance – contractual \$3,545.00 and A8810.4 Cemeteries – contractual \$797.00 (\$4,342.00).

RESOLUTION #109-16

AMENDING THE ESTABLISHMENT OF FEES CHARGED IN LOCAL LAW NO. 1 OF 1990 LOCAL LAW FOR THE REGULATION OF MOBILE HOMES, MOBILE HOME PARKS, TRAVEL TRAILERS, AND TRAILER CAMPS

On motion of Councilman Varney, seconded by Councilwoman Stark, to accept resolution entitled “Resolution Amending the Establishment of Fees Charged in Local Law No. 1 of 1990 Local Law for the Regulation of Mobile Homes, Mobile Home Parks, Travel Trailers, and Trailer Camps.”

ADOPTED AYES 5 Fletcher, Stark, Varney, Witherell, Moore

RESOLVED, the Town is desirous of eliminating the \$25.00 annual application renewal fee as well as the \$5.00 per lot fee for mobile home parks and trailer camp parks from Appendix A – Fee Schedule that was adopted September 8, 2014.

8:45 p.m. open public discussion Sheila Sharrow, 34 Pine Hill Lane, Fort Ann asked for a status on the noise ordinance. Supervisor Moore responded that Councilwoman Stark is in charge of the noise ordinance coordination. He referred the question to Attorney Meyer who responded that as of today’s date there hasn’t been any response from Novus Engineering. Attorney Meyer will follow-up with Novus on 8/10/16.

8:46 p.m. closed public discussion

8:47 p.m. motion was made to enter into Executive Session to discuss two (2) personnel matters.

9:25 p.m. motion was introduced by Councilman Varney, seconded by Councilwoman Witherell to return to regular meeting.

Supervisor recommended that it was in the Town of Fort Ann’s best interest to end the relationship between the Town of Fort Ann and Steve LaMere dba Adirondack Ecologists.

RESOLUTION #110-16

TERMINATING THE RELATIONSHIP BETWEEN THE TOWN OF FORT ANN AND ADIRONDACK ECOLOGISTS, LLC

On motion of Councilwoman Witherell, seconded by Councilman Varney to accept resolution entitled “Resolution Terminating the relationship between Town of Fort Ann and Adirondack Ecologists, LLC.”

RESOLVED, the Town Board of the Town of Fort Ann hereby terminates the Memorandum of Understanding and the ongoing relationship with Adirondack Ecologists, LLC.

9:26 p.m. Motion was introduced by Councilman Varney, seconded by Councilwoman Witherell to adjourn.

Motion was carried.

Total Abstracts:	General:	\$ 9,949.81
	Highway:	\$15,327.34
	Hadlock Park District:	\$20,654.90

Respectfully submitted,

Barbara J. Winchell, Town Clerk
Town of Fort Ann, New York

Dated: August 17, 2016