

MINUTES OF THE REGULAR TOWN BOARD & ORGANIZATIONAL MEETING OF THE TOWN OF FORT ANN HELD ON MONDAY, JANUARY 8TH, 2024 AT 6:00 P.M. AT THE FORT ANN VOLUNTEER FIRE DEPARTMENT

PRESENT: Supervisor Samuel J. Hall
Councilman George F. Smith
Councilwoman Gretchen Stark
Councilwoman Deborah Witherell

ABSENT: Councilman Michael Sexton

OTHERS PRESENT: Miranda Herringshaw- Town Clerk, Jeffrey Meyer-Attorney for the Town, Jennifer Jackson- Clerk to the Supervisor, Ronny Mattison- Highway Superintendent, Christine Milligan- Town Historian, Paul Milligan, Matt Jones, Bill Baily, Penny Gould, Don Bedeaux, Barb Burch

Supervisor Hall opened the January Regular Town Board meeting with the Pledge of Allegiance.

Moment of silence was held for the following Fort Ann residents: Tim Loso, Paul McKinney, Jean Patterson

Motion was introduced by Councilwoman Witherell, seconded by Councilman Stark to accept tonight's agenda.

Motion was carried unanimously.

Motion was introduced by Councilman Smith, seconded by Councilwoman Stark to accept the Regular Town Board Minutes of December 2nd, 2024.

Motion was carried unanimously.

Motion was introduced by Councilman Smith, seconded by Councilwoman Stark to accept the Special Town Board Minutes of December 18th, 2024.

Supervisor Hall read the December 2024 monthly financial statement.

Checking Account Balances

General Fund	\$ 47,991.03
Highway Fund	\$ 80,892.05
Youth Commission	\$ 2,267.25
Hadlock Dam Project	\$ 240.09
Hadlock Park District Fund	\$ 746.09
Consolidated Health District	\$ 370.48
Trust & Agency Fund	\$ 5,928.92
Medical Reimbursement Fund	\$ 6,966.22

Savings Accounts

NYCLASS - General Fund	\$ 742,687.87
NYCLASS -Highway Fund	\$ 305,878.01
NYCLASS- Hadlock Park Dist.	\$ 63,586.01

NYCLASS- Hadlock Reserve \$ 52,518.85

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

Motion was carried unanimously.

6:05 p.m. Public Comment opened.

6:06 p.m. Public Comment closed without comment.

Supervisor& Town Board Members Reports:

Supervisor Hall stated that he had been working on various end-of-year reports, along with day-to-day operations. Supervisor Hall stated that the Highway department cleaned out the basement at the library, and we are moving forward with the grant and repairs that need to be made to the library. Supervisor Hall also stated that he had been working with the Town Attorney to put moratorium in place regarding battery storage facilities.

Councilwoman Witherell stated her dismay with the County and/or the post office as many Fort Ann Residents have still not received their county and town tax bills yet.

Christine Milligan stated she believes the problem is with the Fort Ann Post Office.

Councilman Sexton- excused.

Councilman Smith- no news to report.

Councilwoman Stark stated that the Hadlock Fishing Derby has been canceled, and she does not foresee it being an event that the Town will hold anymore, due to lack of ice and liability.

Town Clerk's Report was given for December 2024. Town Clerk stated that short term rental renewal applications had been sent out, and about half of them have been returned and permitted for the 2025 season. Any unobtained permits will be turned over to the Code Enforcement Officer, as of February 1,2025.

Highway Superintendent Report: Not Present. Paper report was given.

Enforcement Officer Report: Paper report was given.

Dog Control Officer Report: Paper report was given.

Historian: Christine Milligan reports on various historical activities, a call from Clinton County Historical Society and a meeting with other historians to promote local history and tourism. She also mentioned planning a cemetery tour in July at the 250th anniversary of the Battle of Fort Ann in 2027.

Old Business: 4.0 Old Business

New Business: 5.0 New Business

RESOLUTION #1-2025

SETTING 2025 TOWN BOARD MEETING SCHEDULE

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Setting 2025 Town Board Meeting Schedule." (2nd Monday of every month, or if a holiday, the 2nd Tuesday of that month)

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the regular meeting of the Town Board of the Town of Fort Ann shall be held on the second Monday every month, or if a holiday, the 2nd Tuesday of that month.

RESOLUTION #2-2025

ESTABLISHING RULES OF PROCEDURE

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled "Resolution Establishing Rules of Procedure."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that unless procedures established in Town Code provide otherwise, either the Supervisor or a resolution of the Town Board can refer a matter to the Highway Superintendent or to the Planning Board or to another committee for review and recommendation back to the Town Board.

RESOLUTION #3-2025

DELEGATING DUTIES TO THE TOWN SUPERVISOR

On motion of Councilman Smith, seconded by Councilwoman Witherell to accept resolution entitled "Resolution Delegating Duties to the Town Supervisor."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board does delegate to the Town Supervisor the power and duties of administration and supervision of the Town and any Districts contained within it, providing that the Town Board may not and does not abdicate to the Supervisor and Surrender to him the Board's basic statutory responsibilities.

RESOLUTION #4-2025

AUTHORIZING THE TOWN SUPERVISOR TO FILE ANNUAL FINANCIAL REPORT IN TOWN CLERK'S OFFICE

On motion of Councilwoman Stark, seconded by Councilman Smith to accept resolution entitled "Resolution Authorizing the Town Supervisor to File Annual Financial Report in Town Clerk's Office."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, in accordance with New York State General Municipal Law section 30, the Fort Ann Town Board hereby authorizes and directs the Town Supervisor to file a copy of the annual Financial Report to the State comptroller with the Town Clerk's Office on or before April 1, 2025.

RESOLUTION #5-2025

ESTABLISHING THE OFFICE OF THE DEPUTY TOWN SUPERVISOR

On motion of Councilwoman Witherell, seconded by Councilman Smith to accept resolution entitled "Resolution Establishing the Office of the Deputy Town Supervisor."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

Supervisor Hall appoints Michael D. Sexton as Deputy Town Supervisor.

RESOLVED, the Deputy Town Supervisor shall be vested with all of the powers and may perform all of the duties of the Town Supervisor in his absence at \$35.00 a day as needed.

RESOLUTION #6-2025

AUTHORIZING ADVANCE APPROVAL OF CLAIMS

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Authorizing Advance Approval of Claims."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, the Fort Ann Town Board hereby authorizes the payment in advance of audit of claims for such premiums for policies that would otherwise lapse before audit, incur late charges, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit.

RESOLUTION #7-2025

ESTABLISHING THE OFFICE OF THE DEPUTY TOWN CLERK

On motion of Councilwoman Stark, seconded by Councilman Smith to accept resolution entitled "Resolution Establishing the Office of the Deputy Town Clerk."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board does establish the Office of the Deputy Town Clerk.

RESOLUTION #8-2025

ESTABLISHING THE OFFICE OF THE DEPUTY TOWN HIGHWAY SUPERINTENDENT

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled "Resolution Establishing the Office of the Deputy Town Highway Superintendent."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board does establish the Office of the Deputy Town Highway Superintendent.

Highway Superintendent Ronny Mattison appointed Gary Cartier as Deputy Town Highway Superintendent.

RESOLUTION #9-2024

APPOINTING BUDGET OFFICER

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Budget Officer."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Helen Denno and Miranda Herringshaw as the 2025 Budget Officer, and budget officer trainee.

RESOLUTION #10-2025

AUTHORIZING THE TOWN SUPERVISOR TO DESIGNATE A CONFIDENTIAL SECRETARY/CLERK TO THE SUPERVISOR

On motion of Councilwoman Stark, seconded by Councilman Smith to accept resolution entitled "Resolution Authorizing the Town Supervisor to Designate a Confidential Secretary/Clerk to the Supervisor."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, the Fort Ann Town Board does hereby authorize the Town Supervisor to make said appointments, provided that the total expenditures for Town employees may not exceed the total amount budgeted for Town employees in the 2025 Town Budget without further authorization from the Board.

RESOLUTION #11-2025

APPOINTING BRITTANY BLAIR AS PART-TIME CLERK TO THE JUSTICE

On motion of Councilman Smith, seconded by Councilwoman Witherell to accept resolution entitled "Resolution Appointing Brittany Blair as Part-Time Clerk to the Justice."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, the Fort Ann Town Board hereby affirms the appointment of Brittany Blair as the Part-Time Clerk to the Town of Fort Ann Justice through December 31, 2025 at an annual rate of \$21,115.00 to be paid on a biweekly basis.

RESOLUTION #12-2025

APPOINTING HADLOCK DAM MONITORS

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Hadlock Dam Monitors."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby reappoints Ronny Mattison and Duane Burch, Jr. as the 2025 monitors of the Hadlock dam.

RESOLUTION #13-2025

APPOINTING A FORT ANN PLANNING BOARD CHAIRMAN

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing a Fort Ann Planning Board Chairman."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Donald Bedeaux as Chairman of the Town's Planning Board.

RESOLUTION #14-2025

APPOINTING TOWN OF FORT ANN PLANNING BOARD SECRETARY

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Town of Fort Ann Planning Board Secretary."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Barb Burch as Planning Board Secretary through December 31, 2025 at an annual rate of \$10,300.00 to be paid on a biweekly basis.

RESOLUTION #15-2025

APPOINTING REGISTRAR OF VITAL STATISTICS AND RECORDS

On the motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Registrar of Vital Statistics and Records."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Miranda Herringshaw as Registrar of Vital Statistics and Records to serve at the pleasure of the Board.

RESOLUTION #16-2025

RESOLUTION APPOINTING MEMBERS TO THE DISPUTE RESOLUTION COMMITTEE

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Members of Dispute Resolution Committee"

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Gregory Lehoisky and Donald Bedeaux to serve as members of the Dispute Resolution Committee through December 31, 2025.

RESOLUTION #17-2025

AUTHORIZING FIRE PROTECTION AND RESCUE SQUAD CONTRACTS FOR THE PILOT KNOB VOLUNTEER FIREFIGHTERS' ASSOCIATION, INC.; WEST FORT ANN VOLUNTEER FIRE COMPANY, INC.; FORT ANN VOLUNTEER FIRE COMPANY, INC.; AND FORT ANN RESCUE SQUAD, INC.

On the motion of Councilwoman Witherell, seconded by Councilman Smith to accept resolution entitled "Resolution Authorizing Fire Protection and Rescue Squad Contracts for the Pilot Knob Volunteer Firefighters Association, Inc.; West Fort Ann Volunteer Fire Company, Inc.; Fort Ann Volunteer Fire Company, Inc.; and Fort Ann Rescue Squad, Inc."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby approves said contracts, authorizes the Town Supervisor to sign said contracts on behalf of the Town, and approves disbursing the 2025 budgeted funds for said contracts.

RESOLUTION #18-2025

APPOINTING TOWN HEALTH OFFICER

On the motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Town Health Officer."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints David L. Foote, MD as Town Health Officer for a period of one year ending December 31, 2025.

RESOLUTION #19-2025

APPOINTING TOWN ENGINEER

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Town Engineer."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby does appoint RU Holmes Engineers, PLLC, 12 E. Washington Street, Glens Falls, New York 12801 as the Engineer for the Town of Fort Ann for the calendar year 2025.

RESOLUTION #20-2025

APPOINTING TOWN COUNSEL

On the motion of Councilwoman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Town Counsel."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board does appoint the law firm of Meyer, Fuller & Stockwell, PLLC, 1557 State Route 9, Lake George, New York 12845 as legal counsel and as Planning Board counsel.

RESOLUTION #21-2025

APPOINTING MEMBERS TO THE FORT ANN BOARD OF ETHICS

On the motion of Councilwoman Witherell, seconded by Councilman Smith to accept resolution entitled "Resolution Appointing Members to the Fort Ann Board of Ethics."

ADOPTED AYES 4 Sexton, Smith, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Mary Davis, Tom Jarrett, Terry Barber and Gretchen Stark to the Fort Ann Board of Ethics for a period of one year ending December 31, 2025.

RESOLUTION #22-2025

APPOINTING PART-TIME ENFORCEMENT OFFICER

On the motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled

“Resolution Appointing Part-Time Town of Fort Ann Enforcement Officer.”

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Paul Milligan as Part-Time Enforcement Officer for the Town of Fort Ann as of January 1, 2025 at an annual salary of \$13,390.00 and to be paid on a biweekly basis.

RESOLUTION #23-2025

SETTING 2025 SALARIES OF ELECTED OFFICIALS AND HIGHWAY EMPLOYEES

On motion of Councilman Smith, seconded by Councilwoman Witherell to accept resolution entitled

“Resolution Setting 2025 Salaries of Elected Officials and Highway Employees.”

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board authorizes and directs the Town Supervisor and/or Town Budget Officer to take all action necessary to effectuate the terms of this Resolution.

RESOLUTION #24-2025

ESTABLISHING MILEAGE ALLOWANCE

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled

“Resolution Establishing Mileage Allowance.”

ADOPTED AYES 4 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby establishes the amount of mileage reimbursement to be \$.625.

RESOLUTION #25-2025

AUTHORIZING BANKING TRANSACTIONS

On the motion of Councilwoman Stark, seconded by Councilwoman Witherell to accept resolution entitled

“Resolution Authorizing Banking Transactions.”

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board authorizes and directs the Town Supervisor, Town Clerk, and/or Town Budget Officer to take any and all action necessary to effectuate all terms of this Resolution.

RESOLUTION #26-2025

APPOINTING SHANNON CELESTE AS DOG CONTROL OFFICER FOR DOG CONTROL PURPOSES WITHIN THE TOWN OF FORT ANN

On the motion of Councilwoman Stark, seconded by Councilman Smith to accept resolution entitled "Resolution Appointing Shannon Celeste as Dog Control Officer for Dog Control Purposes within the Town of Fort Ann."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Shannon Celeste as Dog Control Officer as of January 1, 2024 at an annual salary of \$9,270.00 per year to be paid on a biweekly basis.

**RESOLUTION #27-2025
DESIGNATING OFFICIAL NEWSPAPER**

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled "Resolution Designating Official Newspaper."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby designates *The Post Star* as the Town of Fort Ann's official newspaper.

**RESOLUTION #28-2025
AUTHORIZING TOWN OF FORT ANN TOWN SUPERVISOR TO ENTER IN TO AGREEMENT FOR TOWN DOG CONTROL SHELTER SERVICES PURSUANT TO NEW YORK STATE AGRICULTURE AND MARKETS LAW ARTICLE 7 FOR THE YEAR 2025**

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Authorizing Town of Fort Ann Town Supervisor to enter into agreement for Town Dog Control Shelter Services pursuant to New York State Agriculture and Markets law article 7 for the year 2025"

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Town Board hereby authorizes and directs the Town Supervisor to sign and take all necessary steps to enter into the agreement with Barks & Rec, upon final attorney approval.

**RESOLUTION #29-2025
APPOINTING TOWN HISTORIAN**

On the motion of Councilwoman Witherell, seconded by Councilman Smith to accept resolution entitled "Resolution Appointing Town Historian."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Christine Milligan as Town Historian at an annual salary of \$1,100.00 through December 31, 2025.

**RESOLUTION #30-2025
APPOINTING PART-TIME ACCOUNT CLERK**

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution Appointing Part-Time Account Clerk."

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, the Town Board of the Town of Fort Ann appoints Helen A. Denno as Part-Time Account Clerk at the hourly rate of \$33.00 an hour to be paid biweekly through December 31, 2025.

RESOLUTION 31-2025

RESOLUTION APPOINTING DEPUTY REGISTRAR OF VITAL STATISTICS AND RECORDS

On the motion of Councilwoman Smith, seconded by Councilman Smith to accept resolution entitled "Resolution appointing Deputy Registrar of Vital Statistics and Records"

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby appoints Jennifer Jackson as Deputy Registrar of Vital Statistics and Records to serve at the pleasure of the Board.

RESOLUTION 32-2025

RESOLUTION AUTHORIZING OFFICIAL UNDERTAKING

On the motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled "Resolution authorizing official undertaking"

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED, that the Fort Ann Town Board hereby authorizes the continuation of the blanket undertaking policy for officers, clerks and employees of the Town as provided through Travelers, and approves disbursing the 2025 budgeted funds for said policy.

RESOLUTION 33-2025

RESOLUTION INTRODUCING A PROPOSED LOCAL LAW IMPOSING A MORATORIUM ON LOCATING BATTERY ENERGY STORAGE SYSTEMS IN THE TOWN OF FORT ANN

On the motion of Councilman Smith, seconded by Councilwoman Witherell to accept resolution entitled "Resolution introducing a proposed local law imposing a moratorium on locating battery energy storage systems in the Town of Fort Ann"

ADOPTED AYES 4 Smith, Stark, Witherell, Hall

RESOLVED THAT;

Section 1. The proposed local law imposing a moratorium on locating battery energy storage systems in the Town of Fort Ann is hereby introduced. A public hearing shall be noticed and held by the Town Board on February 10, 2025 at 6:00 p.m. to consider the proposed local law. Copies of the Local Law shall be available at the Town Clerk's office for review.

Section 2. The Town Clerk is hereby directed to publish and post the requisite public hearing notices in accordance with the law.

Section 3. This resolution shall take effect immediately

7:03 p.m. **Public Discussion opened**

7:04 p.m. **Public Discussion Closed**

6:56 p.m. Motion was introduced by Councilman Smith, seconded by Councilwoman Witherell to adjourn.

Motion was carried unanimously.

Total Abstracts:	General:	\$16,519.88
	Highway:	\$103,997.22

Respectfully submitted,

Miranda Herringshaw, Town Clerk
Town of Fort Ann, New York

Dated: January 15, 2025