

MINUTES OF THE REGULAR TOWN BOARD MEETING OF THE TOWN OF FORT ANN HELD ON MONDAY, FEBRUARY 13, 2023, AT 6:00 P.M. AT THE FORT ANN VOULNTEER FIRE COMPANY

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

ABSENT: Christine Milligan, Historian

OTHERS PRESENT: Miranda Herringshaw, Town Clerk, Paul Winchell, Highway Superintendent, Jeffrey Meyer-Attorney, Mark Miller- Enforcement Officer, Katelyn Moskos, John Moskos, Barb Burch, Joan Degener, Don Bedeaux, Matt Jones- Washington County, Peter O’Brian, Steve Green, Kevin O’Brian, Michelle Twiss

Meeting was called to order at 6:00 p.m. with the Pledge of Allegiance to the Flag.

Moment of silence was held for Fort Ann residents Ed Davis.

On motion of Councilman Sexton, seconded by Councilwoman Stark to approve tonight’s agenda.

Motion was carried unanimously.

Motion was introduced by Councilwoman Witherell, seconded by Councilman Sexton to accept the Regular Town Board Minutes of January 8th, 2024.

Motion was carried unanimously.

Motion was introduced by Councilwoman Stark, seconded by Councilman Smith to accept the Annual Audit Meeting Minutes from January 16th, 2024.

Motion was carried unanimously.

Supervisor Hall read the December 2023 monthly financial statement.

Checking Account Balances

General Fund	\$ 32,187.58
Highway Fund	\$ 301,856.34
Youth Commission	\$ 6,077.06
Hadlock Dam Project	\$ 240.09
Hadlock Park District Fund	\$ 7,580.25
Consolidated Health District	\$ 370.48
Trust & Agency Fund	\$ 4,289.35
Medical Reimbursement Fund	\$ 3,813.98

Savings Accounts

NYCLASS - General Fund	\$ 925,162.71
NYCLASS - Highway Fund	\$ 13,099.63
NYCLASS – Hadlock Park District Fund	\$ 25,068.78

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

Motion was carried unanimously.

Public Comment opened at 6:03 p.m. for agenda items.

Public Comment closed at 6:04 p.m. with no comments.

Supervisor & Town Board Member’s Reports:

Supervisor Hall stated he has been working with budget officer, Helen Denno to close out end of year books. He has been working on rewriting out dated polices that are no longer relevant, he has also been working on getting the bid process started on The Old Stone House Library with the grant The Town was awarded to fix the library.

Supervisor hall stated that he has attended many meeting regarding the closure of Great Meadow and advocating for the prison to remain open, as he understands how catastrophic that would be to our area for the Residents who depend on that for their lively hood.

Supervisor Hall also read a portion of the “DRAFT” copy of the Hadlock Dam report to ensure that the dock the that Northen Living was looking into replacing would not hurt the dam structure in anyway as long as the existing foot print is followed, with that being said Northern Living will still have to seek approval from APA and DEC, but from a Town safety aspect there is nothing new happening that would affect the integrity of the dam by replacing a dock. At this point the Town has done the due diligence in this matter and now any problems will fall as a neighbor-to-neighbor dispute, along with the approval needed from the APA and DEC to replace the existing dock.

Councilman Sexton- Thanked Supervisor Hall for advocating for the employees of Great Meadows.

Councilman Smith- no report

Councilwoman Witherell- no news to report.

Councilwoman Stark stated that the Hadlock Fishing Derby had been canceled this year due to the ice being unsafe. She stated that they may be looking into doing a fishing derby this summer with canoes and kayaks.

Town Clerk’s Report was given for January 2024. Town Clerk also stated that short term rental applications have been being sent in and reviewed, also that the credit card machine is up and running and now the Town Clerk can accept credit card payments.

Highway Superintendent Report: Paul Winchell stated that they have begun grading roads, cutting trees back and getting ready for spring. Weather wise it has been quiet in regards of snow.

Enforcement Officer Report: Paper copy of his report was given to the town board members for January 2024.

Historian: Not present.

Old Business:

Matt Jones from Washington County spoke on the shared Highway facility between the Town of Fort Ann and Washington County. The garage will be a 60/40 split- the Town of Fort Ann will have 6 truck bays (60%), Washington County will have 4 truck bays (40%), and it will have a shared office space, bathrooms, and breakroom.

All bids are due by February 29, 2024 the county has had a lot of interest in this project, the plan will be to award the job to the contractor in March with a schedule to break ground April 1,2024 with completion being Fall of 2024.

Bonding for this project will be held by Washington County and the Town of Fort Ann will re-pay six million dollars back over a course of 30 years.

New Business: Selecting an Accounting/ Payroll Software

Helen Denno, account clerk/ budget officer provided the Town Board Member with three different price quotes from Williamson, Edmunds, and Enhanced (quotes can be viewed in the Town Clerk's office during normal business hours)

Helen stated that the book keeping is getting too complex to continue to use the hand written ledger books, along with our current software program QuickBooks is no longer allowing the Town to do the payroll as it is needing to be done, this is software program is something the Town has needed to do for some-time and just never was able to spend the money to do so.

Supervisor Hall stated that the setup cost of this program can be paid with out of American Rescue Plan Act (ARPA) funds that the Town received during covid. So, this will allow the Town to get the program the Town needs up and running and without causing and additional no tax burden to the Residents of Fort Ann.

The Town Board reviewed each of the price quotes and Helen explained the cost and differences of each program, pros, cons, set up time frame, etc.

The Town board ultimately decided to approve the purchasing of Williamson account/payroll program on motion of Councilman Sexton, seconded by Councilman Smith.

Motion was carried unanimously.

RESOLUTION #36-2024

ADOPTING THE AUDITING OF THE FINANCIAL RECORDS OF THE TOWN OF FORT ANN

On motion of Councilman Sexton, seconded by Councilwoman Stark to accept resolution entitled “Resolution Adopting the Auditing of the Financial Records of the Town of Fort Ann.”

ADOPTED AYES 5 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, that the Town Board of the Town of Fort Ann has audited the financial records of the Town Clerk, Town Justice, and Supervisor for the fiscal year January 1, 2023 through December 31, 2023 at a special meeting held on January 16th, 2024.

**RESOLUTION #37-2024
TO POST TOWN ROADS TO 8 TONS**

On motion of Councilman Sexton, seconded by Councilman Smith to accept resolution entitled “Resolution to Post Town Roads to 8 Tons.”

ADOPTED AYES 5 Sexton, Smith Stark, Witherell, Hall

RESOLVED, the Superintendent of Highways for the Town of Fort Ann is hereby authorized to post signs on all Town Highways and publish notice of the same.

**RESOLITUON #38-2024
MODIFY THE 2023 BUDGET BY TRANSFERRING FUNDS BETWEEN APPROPRIATIONS DUE TO UNANTICIPATED EXPENDITURES DURING THE 2023 FISCAL YEAR**

On motion of Councilman Smith, seconded by Councilman Sexton to accept resolution entitled “Modify the 2023 budget by transferring funds between appropriations due to unanticipated expenditures during the 2023 fiscal year”

ADOPTED AYES 5 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, the 2023 budget shall be modified by transferring funds between appropriations as indicated above.

**RESOLITUON #39-2024
AUTHORIZING ENTERING INTO AN AGREEMENT WITH WASHINGTON COUNTY FOR THE REPAYMENT OF CONSTRUCTION COSTS FOR THE HIGHWAY BARN**

On motion of Councilman Smith, seconded by Councilman Sexton to accept resolution entitled “Authorizing entering into an agreement with Washington County for the repayment of construction costs for the highway barn”

ADOPTED AYES 5 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, the Town Board of the Town of Fort Ann hereby agrees to contract with Washington County for the repayment obligation on behalf of the Town of Fort Ann in the maximum principal amount of Six Million Dollars (\$6,000,000.00), having a maximum maturity date not to exceed the period of probable usefulness of thirty (30) years pursuant to NYS Local Finance Law

**RESOLITUON #40-2024
MODIFY THE 2023 BUDGET BY TRANSFERRING FUNDS BETWEEN APPROPRIATIONS TO COVER
UNANTICIPATED EXPENDITURES DURING THE 2023 FISCAL YEAR**

On motion of Councilwoman Stark, seconded by Councilwoman Witherell to accept resolution entitled “Modify the 2023 budget by transferring funds between appropriations to cover unanticipated expenditures during the 2023 fiscal year”

ADOPTED AYES 5 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, the 2023 budget shall be modified by transferring funds as indicated above.

**RESOLITUON #41-2024
MODIFY THE 2023 BUDGET BY APPROPRIATING ADDITIONAL CHIPS REVENUE EXPENDED DURING THE
2023 FISCAL YEAR**

On motion of Councilwoman Stark, seconded by Councilwoman Witherell to accept resolution entitled “Modify the 2023 budget by appropriating additional chips revenue expended during the 2023 fiscal year”

ADOPTED AYES 5 Sexton, Smith, Stark, Witherell, Hall

RESOLVED, the 2023 budget shall be modified by transferring funds as indicated above.

6:41 p.m. **Open Public Discussion**
6:42 p.m. **Closed Public Discussion**

6:43 p.m. Motion was introduced by Councilman Smith, seconded by Councilwoman Witherell to adjourn.

Motion was carried unanimously.

Total Abstracts:	General:	\$ 21,239.99
	Highway:	\$ 61,407.15
	Hadlock:	\$ 630.00

Respectfully submitted,

Miranda Herringshaw, Town Clerk
Town of Fort

Dated: February 14, 2024