

**MINUTES OF THE REGULAR TOWN BOARD MEETING OF THE TOWN OF FORT ANN HELD ON MONDAY, MARCH 11, 2024 AT 6:00 P.M. AT THE FORT ANN VOLUNTEER FIRE COMPANY**

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

**ABSENT:** Christine Milligan-Historian  
Paul Winchell- Highway Superintendent  
Councilman Michael Sexton

**OTHERS PRESENT:** Miranda Herringshaw-Town Clerk, Mark Miller-Code Enforcer, Jeffrey Meyer-Attorney for the Town, Barb Burch, Duane Burch, Duane Burch Jr., Trish Teneyck, Joan Degner, Michelle Twiss, Bill Baily, Penny Gould, Curt Rhem, Lyle Washburn, Don Bedeaux, David Twiss, Mary Davis, Jim Mitchell, Jo Jo DeVecchi, Joe Holcomb, Darci Holcomb, Matt Jones, Al Nolette

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

Moment of silence was held for the following Fort Ann residents- Steven Bishop, Ambrose Lee, Georgia Alverson, Lindsey Carte

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

Motion was carried unanimously.

Motion was introduced by Councilwoman Stark, seconded by Councilman Smith to accept the Regular Town Board Meeting Minutes from February 12<sup>th</sup>, 2024.

Motion was carried unanimously.

Supervisor Hall read the January 2024 monthly financial statement.

**Checking Account Balances**

General Fund	\$55,229.89
Highway Fund	\$77,967.48
Youth Commission	\$6,077.06
Hadlock Dam Project	\$240.09
Hadlock Park District Fund	\$2,480.27
Consolidated Health District	\$370.48
Trust & Agency Fund	\$3,572.10
Medical Reimbursement Fund	\$7,963.53

**Savings Accounts**

NYCLASS-General Fund	\$849,050.60
NYCLASS-Highway Fund	\$113,172.58
NYCLASS-Hadlock Park District	\$49,173.98

NYCLASS-Hadlock Reserve Fund \$25,000.00

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

Motion was carried unanimously.

**Public Comment** opened at 6:05 p.m. for agenda items.

**Public Comment** closed at 6:06 p.m. with no comments.

**Supervisor & Town Board Member's Reports:**

Supervisor Hall stated he has been going to several meeting regarding the possible closure of Great Meadows Correctional Facility, there has been talk of combining Washington Correctional Facility with Great Meadows- no decisions have been made on this matter yet.

The new flood plan maps from FEMA have been completed and 17 additional Fort Ann properties have been added.

Councilman Sexton- Excused.

Councilman Smith- March 25<sup>th</sup>, 2024, is the tentative date of the valve closure on Hadlock will be March 25<sup>th</sup>, 2024.

Councilwoman Witherell- no news to report.

Councilwoman Stark stated that there are currently lifeguard classes happening for anyone interested they need to be 16 years of age or older, she said that she was able to hire 3 lifeguards from the previous class for the 2024 season at Fort Ann Beach.

Also stated that the 2024 rabies clinic provided by Washington County Public Health will begin their free clinics for the year. You need to pre-register for these clinics and can do so on the county website.

**Town Clerk's Report** was given for February 2024. Town clerk also stated that the Town Clerks office is now accepting credit cards, reminder letters for all property owners with short term rental properties were mailed out as a reminder to please submit applications ASAP, so the properties will be in compliance with the Town of Fort Ann' Local Law. Also stated that the website would be updated with new email addresses for employees.

**Highway Superintendent Report:** Not present

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

Jo-Jo DeVecchi stated that Boo Town property is not in compliance with the rules and regulations given to Mary Ryther by the Town's Planning Board.

Supervisor Hall stated that she would need to take this back to the Town's Planning Board.

**Historian:** Not present.

**Dog Control Officer:** Not present- Paper Report for February 2024 was provided.

**5.0 Old Business** – Matt Jones (Washington County Superintendent of Buildings & Grounds) & Al Nolette (County Treasurer) were in attendance to talk about the new shared highway facility between the Town of Fort Ann and Washington County DPW. The project was awarded in 5 different contracts- all total amounts and contractors that were awarded the bids can be reviewed in the Town Clerks office during regular business hours.

Washington County is who borrowed the money and the Town of Fort Ann will repay the loan with interest over 30 year term, more in depth questions regarding financing of the shared facility can be discussed with Washington County Treasurer, Al Nolette.

**6.0 New Business:** No New Business to report.

**RESOLUTION #42-2024**

**MODIFY THE 2024 BUDGET BY APPROPRIATING FUNDS RECEIVED FROM THE AMERICAN RESCUE PLAN ACT (ARPA) THROUGH THE CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS TO BE PAID OUT IN THE 2024 FISCAL YEAR**

On motion of Councilman Smith, seconded by Councilwoman Stark to accept resolution entitled “Resolution to Modify the 2024 budget by appropriating funds received from the American Rescue Plan Act (ARPA) through the coronavirus state and local fiscal recovery funds to be paid out in the 2024 fiscal year”

ADOPTED      AYES 4                  Smith, Stark, Witherell, Hall

**RESOLVED**, the 2024 budget shall be modified by transferring funds as indicated above.

**RESOLUTION #43-2024**

**RESOLUTION AUTHORIZING THE PURCHASE OF MUNICIPAL PAYROLL SOFTWARE PROGRAM AND PROFESSIONAL SUPPORT**

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled “Resolution authorizing the purchase of municipal payroll software program and professional support”

ADOPTED      AYES                          Smith, Stark, Witherell, Hall

**RESOLVED**, that the Town Board of the Town of Fort Ann having reviewed the proposals, the requisite criteria, and the Town’s Procurement Policy hereby approves the purchase of the municipal payroll software together with the professional support services.

**RESOLUTION #44-2024**

**RESOLUTION AUTHORIZING THE PURCHASE OF MUNICIPAL ACCOUNTING AND BUDGET SOFTWARE AND PROFESSIONAL SUPPORT**

On motion of Councilwoman Witherell, seconded by Councilwoman Stark to accept resolution entitled “Resolution authorizing the purchase of municipal accounting and budget software and professional support”

ADOPTED        AYES 4            Smith, Stark, Witherell, Hall

**RESOLVED**, that the Town Board of the Town of Fort Ann having reviewed the proposals, the requisite criteria, and the Town’s Procurement Policy hereby approves the purchase of the municipal accounting and budget software together with the professional support services.

**RESOLUTION #45-2024**

**RESOLUTION AUTHORIZING THE SUPERVISOR TO ENTER INTO AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF PUTNAM TO SERVE AS AN ALTERNATE BOARD OF ASSESSMENT REVIEW**

On motion of Councilwoman Stark, seconded by Councilwoman Witherell to accept resolution entitled “Resolution authorizing the Supervisor to enter into an intermunicipal agreement with the Town of Putnam to serve as an alternate board of assessment review”

MOTION FAILED- no further action taken.        Smith- NO, Stark- AYE, Witherell- ABSTAIN, Hall- AYE

**RESOLUTION #46-2024**

**RESOLUTION TO ACCEPT THE RECOMMENDATION TO AWARD BIDS FOR THE CONSTRUCTION AND THE USE OF A SHARED HIGHWAY FACILITY**

On the motion of Councilman Smith, seconded by Councilwoman Witherell to accept resolution entitled “Resolution to accept the recommendation to award bids for the construction and the use of a shared highway facility”

ADOPTED        AYES 4            Smith, Stark, Witherell, Hall

**RESOLVED**, that the Town Board of the Town of Fort Ann hereby accepts the recommendations of LaBella Associates for General Construction, Mechanical Construction, Electrical Construction, Plumbing Construction and Site Construction contracts relative to the construction of the shared highway facility that will meet the needs of the Town of Fort Ann as stated herein and attached hereto, the Supervisor is hereby authorized, in concert with the County, to award the contracts and execute any agreement and take all necessary actions to hire said contractors in accordance with this resolution subject to final attorney and insurance counsel approval; review and approval of the certificate of Comprehensive Insurance; review and approval of Performance Bond; and receipt of Bond.

**6:44 p.m. Open Public Discussion**

Residents had many questions/concerns with the reassessment values, all questions and concerns were directed to be brought to the Town assessor where appointments can be made to discuss concerns on a more personal bases.

Short Term Rental Regulations were discussed and Town Clerk answered all questions regarding the applications process, fee schedule and number of occupants allowed per property.

7:00 p.m. **Closed Public Discussion**

7:03 p.m. motion was introduced by Councilman Smith, seconded by Councilwoman Witherell on to adjourn.

Motion was carried unanimously.

Total Abstracts:	General:	\$ \$16,502.23
	Highway:	\$ \$24,084.51
	Hadlock:	\$ 1,700.00

Respectfully submitted,

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

Dated: March 15, 2024