

**MINUTES OF THE REGULAR TOWN BOARD MEETING OF THE TOWN OF FORT ANN HELD ON MONDAY, APRIL 11, 2016 AT 7:00 P.M. AT THE FORT ANN TOWN HALL**

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

**ABSENT:** Councilwoman Gretchen Stark  
Paul Winchell, Highway Superintendent

**OTHERS PRESENT:** Helen Denno, Confidential Secretary to the Supervisor/Bookkeeper, Barbara Winchell, Town Clerk, Jeff Meyer, Town Attorney, Mark Miller, Enforcement Officer, George Smith, Bill Knapp, Dale Grinnell, Arlene Green, Joan Degener, Gene Connell, Michael LaCross, Michele Stark

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

Not necessary to hold a moment of silence for deceased Fort Ann residents as there weren't any.

On motion of Councilwoman Witherell, seconded by Councilman Fletcher to approve tonight's agenda.

Motion was carried.

On motion of Councilwoman Witherell, seconded by Councilman Fletcher to accept the Regular Town Board Minutes of March 14, 2016.

Motion was carried.

On motion of Councilwoman Witherell, seconded by Councilman Fletcher to accept the minutes of the Emergency Plan Training of March 22, 2016.

Motion was carried.

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

Receipts for the month	\$ 96,155.84
Hadlock Park District Fund	\$ 500.01
Hadlock Park District Savings Account	\$220,886.45
Highway Fund Saving Account	\$193,150.61
Disbursements Highway	\$ 96,881.32
Disbursements General Fund	\$ 92,390.33

**Checkbook Balances**

General Fund	\$189,938.60
Highway Fund	\$ 56,669.88
Youth Commission	\$ 1,006.06
Hadlock Dam Project	\$ 239.69
Hadlock Park District Fund	\$ 500.51

Trust & Agency Fund	\$ 532.41
Consolidated Health	\$ 862.75

**Savings Accounts**

General Fund	\$ 610,988.82
Highway Fund	\$ 961,406.11
Hadlock Park	\$ 220,886.45
LOSAP	\$ 27,600.18

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

Motion was carried.

**Supervisor’s Report:** Supervisor Moore stated that the paperwork for Streetscape has been submitted to the state and now we wait for the check.

Supervisor Moore stated he is working on a town website that the town will own. Supervisor Moore and the Town Clerk have a conference call with North Shore Solutions Thursday afternoon, 4/14/16, to continue moving forward with the website. It has been more difficult than expected since there are already existing townoffortann websites owned by others and not the Town of Fort Ann.

Supervisor Moore stated he has been assured by Mark Brownstein of Haley & Aldrich that the leak at the dam is very minor and will not cause dam to breach. Mark Brownstein is working on a technical narrative for the RFP. Kenyon Pipeline Inspection/Queensbury is experienced with the type of repair needed at Hadlock Pond. Supervisor Moore recommended contracting with Kenyon Pipeline Inspection (KPI) of Queensbury. Green Mountain Pipeline Services/So. Royalton, Vermont didn’t respond to Haley & Aldrich’s inquiry. Supervisor Moore stated KPI would charge \$2,950.00 to fix the leak and guarantee it for four (4) years and if they had to come back in those four (4) years it would be an additional \$1,475.00.

Motion was introduced by Councilman Varney, seconded by Councilwoman Witherell to contract with Keyson Pipeline Inspection (KPI), Queensbury, New York 12804 to do the necessary repair at Hadlock Pond for \$2,950.00.

Motion was carried.

Supervisor Moore spoke of a solar project at Fort Ann Central School and that he has been in contact with Kevin Froats, Superintendent, to see if the town could piggy back on this project.

Supervisor Moore stated he received a report from the Tax Collector that indicated the town has 3212 taxable parcels had been collected and 246 didn’t pay which meant 8.65% wasn’t collected by the end of March. There were only two (2) other towns in Washington County that did better, from a percentage standpoint, than Fort Ann and they were Dresden and Putnam.

There is a Canalway Trail on the Champlain Canal meeting at the Fort Ann Town Hall April 12, 2016 at 9:00 a.m.

Supervisor Moore recently attended a meeting regarding the Lake Champlain Watershed and he, Mark Miller, Enforcement Officer, and Paul Winchell, Highway Superintendent will have to complete a Risk MAP Discovery Project Stakeholder Survey. It's anticipated it will take a couple of years for this project to be completed.

Supervisor Moore announced that April 13, 2016, Wednesday, at 7:00 p.m. the Fort Ann Fire House would be hosting a preservation of Revolutionary War battlefields located in Fort Ann. PBS of Syracuse will be attending this meeting.

Supervisor Moore has scheduled a Town Board Meeting for May 28, 2016 at 9:00 a.m. at the West Fort Ann Fire House for just Lake Hadlock Park District information regarding insurance/deductibles \$25,000.00; \$100,000.00; \$500,000.00 and budget. Letters will be mailed to all of the Lake Hadlock Park District members advising them of this meeting. No other business will take place but he does want this to be considered a Town Board meeting since there should be three (3) or more Town Board members present. There will be absolutely no discussion allowed on the on-going upstream claims. The meeting will be open to the public.

**Public Hearing:** None

**Public comment** was opened at 7:26 p.m. and with not comments being made public comment was closed at 7:27 p.m.

Town Clerk's Report was given for March 2016. The Town Clerk advised she attended a Tri-County Town Clerk meeting the afternoon of April 8, 2016 and will be attending the annual Town Clerk Conference in Saratoga on April 18, 19 and 20, 2016.

**Highway Superintendent's Report:** None/absent

Councilwoman Witherell asked about the three (3) checking accounts that are being researched: Special Planning Board Account for Keith Harris; Special Account for Velocitel, Inc.; Hadlock Recovery Fund Account. Supervisor Moore stated that a thorough search from 2002-2009 is taking place and once that has been completed he will probably contact the comptroller's office for direction on the handling of these accounts with Glens Falls National Bank.

Councilman Fletcher stated he stopped by the Fort Ann Fire House to look at the new piece of equipment that had been recently purchased and he could tell that it was a very well thought out purchase.

Councilman Varney mentioned he had been approached about moving the Town Board meetings to the Fort Ann Fire House for better parking and safety reasons. Councilwoman Witherell mentioned that she noticed when the town board held their meeting there in February there was not very good lighting in the back parking lot. Supervisor Moore stated he had also heard the same from a couple of people especially in the winter but it is a narrow area so if you sit in the front you can hear but if you are in the back you can't hear very well. Supervisor Moore stated that workshops would have to be held at the Fort Ann Town Hall. He stated there are pros and cons to this issue and recommended waiting until Councilwoman Stark was in attendance to bring this up for discussion again. Councilman Fletcher, Councilman Varney and Councilwoman Witherell all agreed with Supervisor Moore's recommendation.

**Enforcement Officer Report** was given for March 2016.

**Historian Report:** None

Lake Hadlock Project Manager, Joe Loszynski, could not be in attendance tonight but did submit a monthly progress report by email to the Town Board. Supervisor Moore read a few of the highlights in Mr. Loszynski's absence. A paper copy is available for anyone wishing to obtain a copy from the Town Clerk.

**Old Business:**

**New Business:** Supervisor Moore recommending bringing back the following items for when Councilwoman could be in attendance: Washington County Sales Tax, Goodman Road lights and dog control fees. Councilman Fletcher, Councilman Varney and Councilwoman Witherell all agreed. Supervisor Moore did state that he will be contacting Golden Goal on 4/15/16 or after so he should have more information regarding the Goodman Road lights after that meeting.

**RESOLUTION #64-16**

**APPOINTING PART-TIME COURT ATTENDANT**

On motion of Councilwoman Witherell, seconded by Councilman Fletcher, to accept resolution entitled "Resolution Appointing Part-time Court Attendant."

ADOPTED        AYES 5 Fletcher, Varney, Witherell, Moore  
                    ABSENT 1 Stark

**RESOLVED**, that the Fort Ann Town Board hereby affirms the appointment of Gregory Farrell as part-time Court Attendant as of March 16, 2016 at an hourly rate of \$12.00 for 12-15 hours per month.

**RESOLUTION #65-16**

**ESTABLISHING THE OFFICE OF THE DEPUTY TOWN CLERK II**

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

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

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

The Town Clerk appointed and introduced Michele Stark as the Deputy Town Clerk II.

**RESOLUTION #66-16**

**APPOINTING DIRECTOR OF SUMMER RECREATION PROGRAM**

On motion of Councilwoman Witherell, seconded by Councilman Varney, to accept resolution entitled "Resolution Appointing Director of Summer Recreation Program."

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

**RESOLVED**, that the Fort Ann Town Board hereby appoints Justin Nassivera as the 2016 Director of Summer Recreation Program at an annual salary of \$2,250.00.

**RESOLUTION #67-16**

**APPOINTING 2016 VOLUNTEER LIFEGUARD FOR SUMMER RECREATION PROGRAM**

On motion of Councilman Fletcher, seconded by Councilwoman Witherell, to accept resolution entitled "Resolution Appointing 2016 Volunteer Lifeguard for Summer Recreation Program ."

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

**RESOLVED**, that the Fort Ann Town Board does hereby appoint Gretchen Stark, 364 Hadlock Pond Road, Fort Ann, New York 12827 to serve as a volunteer, without compensation of any sort, in the Town Summer Recreation Program as a lifeguard for the summer of 2016.

**RESOLUTION #68-16**

**APPOINTING FLOODPLAIN ADMINISTRATOR**

On motion of Councilwoman Witherell, seconded by Councilman Fletcher, to accept resolution entitled "Resolution Appointing Floodplain Administrator."

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

**RESOLVED**, that the Fort Ann Town Board does hereby appoint Mark A. Miller, 57 Wright Road, Granville, New York 12832 as Floodplain Administrator for the Town of Fort Ann.

**RESOLUTION #69-16**

**RETIREMENT STANDARD WORK DAY AND REPORTING RESOLUTION**

On motion of Councilman Fletcher, seconded by Councilwoman Witherell, to accept resolution entitled "Retirement Standard Work Day and Reporting Resolution."

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

**RESOLVED**, that the Town Board finds the above necessary and proper and to post and to be available to the public for a minimum of 30 days.

**RESOLUTION #70-16**

**APPROVING THE REQUEST FOR PROPOSAL FROM QUALIFIED INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS OR INDEPENDENT PUBLIC ACCOUNTANTS TO AUDIT LOSAP**

On motion of Councilman Varney, seconded by Councilwoman Witherell, to accept resolution entitled "Resolution Approving the Request for Proposal from Qualified Independent Certified Public Accountants or Independent Public Accountants to Audit LOSAP."

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

**Correspondence/Miscellaneous:**

**County update:** Supervisor Moore stated he is not on the Public Works Committee at Washington County but he sits in on the meetings and wanted people to know, that may have heard about or seen a recent article in The Post Star about the \$240,000.00 regarding county highways, that Steve Haskins, Washington County Highway Superintendent, was asked to do this experiment by the Washington County Board of Supervisors. None of the four (4) roads are located in the Town of Fort Ann.

**Public discussion** was opened at 8:03 p.m. with Mr. Dale Grinnell stating that there are a lot of tourists coming through Fort Ann and he'd like to see more signs erected regarding the history of Fort Ann. He realizes it costs money but would like to mention it.

**Public discussion** was closed at 8:04 p.m.

8:05 p.m. Motion was introduced by Councilwoman Witherell, seconded by Councilman Fletcher to adjourn.

Motion was carried.

Total Abstracts:	General:	\$21,300.03
	Highway:	\$21,276.13

Respectfully submitted,

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

Dated: April 14, 2016