

The annual Organizational Meeting of the Kingsbury Town Board was conducted on January 7, 2019 at the Kingsbury Town Hall on 6 Michigan Street, Hudson Falls.

MEMBERS PRESENT:

Dana Hogan, Supervisor
Richard Doyle, Councilman
Henry Freebern, Councilman
William Haessly, Councilman
Dan Washburn, Councilman

OTHERS PRESENT:

Jeffrey Meyer, Town Attorney
Michael Graham, Highway Superintendent
Jolene & Jerry Caruso, Town Residents
Patty Nicolls & Jeffrey Zappieri, Town Residents

The meeting was called to order at 7:07 p.m. by Supervisor Hogan and opened for the order of business with the Flag Salute led by Councilman Freebern.

The minutes of the December 17, 2018 Board Meeting were accepted as submitted by the Town Clerk with a **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 5 ayes.

Supervisor Hogan opened the Requests for Qualifications for General Engineering Services received in the Office of the Town Clerk. Proposals were received from the Chazen Companies and GPI; Superintendent of Highways Michael Graham will review the proposals and report to the Board at the next meeting scheduled on February 4, 2019.

A **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 5 ayes to schedule a Public Hearing on February 4, 2019 for the Earth, Waste & Metal junkyard application.

A **motion** by Councilman Haessly seconded by Councilman Freebern and carried by a vote of 5 ayes accepting the following reappointments:

Dog Control Officer & Town Hall Cleaner (1 year) - Todd Humiston
The Senior Center of Kingsbury/Fort Edward Area, Inc. - Mary L. Ordway,
Representative
Investigating Officer for Bingo – Dan Washburn
Attorney for the Town – Meyer & Fuller, PLLC
Budget Officer & Personnel Officer (1 year) – Mary Ordway
Health Officer – Town Board with no compensation
Crossing Guards: Carol Mosher, Captain, Arthur Dashnaw, Thomas Beadnell, Rose Ann Mumblo

A **motion** by Councilman Freebern seconded by Councilman Washburn and carried by a vote of 5 ayes to accept the following contracts for 2019:

Hudson Falls Free Library - \$30,000.00
Kingsbury Volunteer Hose Company No. 1, Inc. \$250,500.00
The Senior Center of Kingsbury/Fort Edward Area, Inc. - \$12,750.00

A **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 5 ayes accepting the following Designations:

The TownClerk designates: Sylvia Weaver, First Deputy Town Clerk
Linda S. Bowe, Part-Time Deputy
Francis A. Lewis, Part Time Deputy

Highway Superintendent Designates:
Timothy Morgan, Deputy Highway Superintendent
James Chase, Water Superintendent

Town Justice Designates: Laura Barody, Justice Court Clerk
Sherry Ostrander, Part Time Deputy Justice Court Clerk
Kenneth Grant, Court Security Office

Town Supervisor Designates Henry G. Freebern, Deputy Supervisor

Town Comptroller Designates:
Michelle Radliff, Confidential Secretary & Code Enforcement Secretary

Town Board designates John Mead, Town Historian (2 years)

A **motion** by Councilman Haessly and seconded by Councilman Freebern and carried by a vote of 5 ayes for the following designations:

Records Management Officer, Issuing Officer for Bingo
and Games of Chance, Issuing Agent for Disabled Parking Permits and
Records Access Officer – Cynthia Bardin
Registrar of Vital Statistics: Cynthia Bardin with a Salary of \$1,000.00
Deputy Registrar: Sylvia Weaver with a Salary of \$1,000.00

A **motion** by Councilman Doyle seconded by Councilman Haessly and carried by a vote of 5 ayes to designate the following to the Board of Ethics:
Cynthia Bardin, Walt Sutliff & Ron Baker

A **motion** by Councilman Freebern seconded by Councilman Washburn and carried by a vote of 5 ayes the designate the Post Star as the Official Town Newspaper.

A **motion** by Councilman Washburn seconded by Councilman Freebern and carried by a vote of 5 ayes for the following designations:

Official Depository for deposit & safekeeping of all Town funds:
Glens Falls National Bank & Trust Co. & NYCLASS

A **motion** by Councilman Freebern seconded by Councilman Washburn and carried by a vote of 5 ayes accepting the following:

Town Board Meetings to be held on the First & Third Monday of each Month at 7:00 P.M.
(as long as there business on the agenda for the Board)

A **motion** by Councilman Washburn seconded by Councilman Doyle and carried by a vote of 5 ayes for the following Miscellaneous Motions:

Review & Acceptance of the current Procurement & Credit Card Policies

The Comptroller shall have ninety (90) days after the close of the fiscal year to submit the annual report to the Town Board and the Office of the State Comptroller. Also a copy to be filed with the Town Clerk shall cause summary of such report to be Published within ten (10) days after receipt in the official newspaper (The Post Star)

The mileage rate for Town Officials who use their own vehicles for Town Business:
\$.545 per mile

A **motion** by Councilman Doyle seconded by Councilman Freebern and carried by a vote of 5 ayes for the following Supervisor's Committees:

Recreation Commission Liason – Councilman Freebern; Councilman Washburn - Alt.
Public Safety: Councilman Freebern, Councilman Doyle
Building & Grounds/Highway – Councilman Freebern, Councilman Washburn
Insurance – Councilman Doyle, Councilman Haessly
Legal/Legislative – Councilman Doyle, Councilman Freebern
Budget/Personnel – Councilman Doyle, Councilman Haessly

Supervisor Hogan stated the Town is transferring the administration of the Recreation Program to the Hudson Falls Central School District but would like Councilman Freebern and Councilman Washburn to serve on the Recreation Commission liason until agreements are finalized.

A **motion** by Councilman Doyle seconded by Councilman Washburn and carried by a vote of 5 ayes to increase the shoe allowance for the Highway Department employees from \$125.00 to \$150.00 per year.

Supervisor Hogan reported the Public Hearing for the proposed changes to the Animal Control Law will be tabled until the next meeting on February 4, 2019. Attorney Meyer explained there is still a question if somebody gets arrested and there is a dog in the car what should happen to the dog.

TOWN CLERK:

Town Clerk reported she had received a scanner from Washington County which was part of a Local Government Records Management Improvement Fund Grant. The Town supported County Clerk Stephanie Lemery in her application for the grant which is a fund to improve records management and archival administration in local government. At this time the County Clerk's office is scanning Court Records; the County Clerk and her staff will assist the Town Clerk in the managing and scanning of Town court records.

Town Clerk reported she has been having a problem sending and receiving emails; she will contact Bob Wallace to set up the scanner and address the problem with emails.

HIGHWAY SUPERINTENDENT:

Michael Graham reported everything is going well.

COUNCILMAN REPORT:

Councilman Freebern asked if the Town had received any correspondence in regard to the Lehigh Cement's air permit from the DEC for the use of raggertail; a mixture of plastic and paper. Supervisor Hogan received a call from a resident expressing his concern over this issue and asked him to contact the DEC to request a public hearing. The resident felt it was necessary due to dioxins going into the air. Supervisor Hogan stated there is a public comment period until January 10, 2019 on the DEC website. Supervisor Hogan reached out to Senator Betty Little, Assemblywoman Carrie Woerner and the DEC via Twitter. The only response he received to date was from Betty Little's office.

Councilman Freebern congratulated Supervisor Hogan for the great job he did with Mary Webb in the payment and closing of the sale of her property on Lock 8 Way which had been leased to GE for access to the de-watering facility.

SUPERVISOR REPORT:

Supervisor reported Bob Henke was re-elected as the Chairman of the Board of Supervisors and Richard Moore was elected as the Vice Chairman; the Board will continue to have discussions and be more efficient and expense oriented.

A **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 5 ayes to accept the reports of certain officers as follows:

Code Enforcement: No activity in November; December: Site Plan 1; Fees Collected \$200.00

Dog Control Officer: Complaints/Calls 39; Seizures 2; Unlicensed Dogs 9; Euthanasia 1;

Summons Issued 1; Mileage 316; 11 charged to FE; 111 charged to Fort Ann

Town Clerk: Paid to EnCon \$2,025.44; Paid to Supervisor \$2,092.02; Paid to NYS Dept. of Health \$135.00; State Share of Bingo \$438.75; State Share of Games of Chance \$30.00; Paid to the Village of Hudson Falls \$120.00; Paid to Ag & Markets for Population Control \$70.00

Town Justice for November \$16,313.25

Assessor: ORPTS Trends & Residential Rates Report

PUBLIC COMMENT:

Jerry Caruso asked how sales tax is allocated in Washington County. Supervisor Hogan will check with Washington County Treasurer Al Nolettre.

Jeffrey Zappieri will contact the DEC in regard to Lehigh Cement's air permit for raggertail and have then contact Supervisor Hogan.

A **motion** by Councilman Haessly seconded by Councilman Doyle and carried by a vote of 5 ayes to enter into executive session to discuss pending legal litigation at 7:40 pm.

A **motion** by Councilman Doyle seconded by Councilman Washburn and carried by a vote of 5 ayes to exit the executive session at 8:40 pm.

There being no further business before the Board, a **motion** by Councilman Freebern seconded by Councilman Doyle and carried by a vote of 5 ayes to adjourn the meeting at 8:40 p.m.

Respectfully submitted,

Cynhtia A. Bardin, Town Clerk