

**Minutes of the Town of Johnsburg  
Regular Meeting  
January 4, 2018  
Wevertown Community Center  
2370 State Route 28, Wevertown, NY**

Minutes of the Organizational Meeting of the Town Board of the Town of Johnsburg held on Thursday January 4, 2018 at 7:00 PM at the Wevertown Community Center, 2370 State Route 28, Wevertown, NY.

Supervisor Hogan called the meeting to order at 7 p.m. and the pledge to the flag was led by Supervisor Hogan.

PRESENT: Andrea Hogan -- Supervisor  
Eugene Arsenault -- Councilman  
Arnold Stevens -- Councilman  
Peter Olesheski, Jr -- Councilman  
Laurie Arnheiter -- Councilwoman  
Kate Lorah -- Town Clerk

**Oaths of Office for Town Officials:**

Supervisor – Andrea Hogan  
Town Clerk – Kate Lorah  
Councilman – Arnold Stevens  
Councilwoman – Laurie Arnheiter

Oath for Kate Lorah was given by Kathleen Donnelly (notary) the other oaths were done by Town Clerk Kate Lorah

**APPROVAL OF MINUTES FOR REGULAR MEETING December 19, 2017**

***RESOLUTION #01-18***

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Arsenault to accept the minutes of the December 19, 2017 Regular Town Board Meeting.

With 3 members voting in favor, the resolution is declared carried. Ayes- 3 (Arsenault, Stevens, Olesheski) Nays- 0

**CORRESPONDENCE:**

12/14/17

TO: Supervisor Hogan &amp; Town Board Members

RE: Appointment

I would like to thank you for your appointment as Johnsburg ZEO since 2010. Afternoon/Evening hours have continued to work out well for most folks. As always I am happy to arrange a time to meet for anyone who is unable to come in during regular hours.

I am very excited with the Towns commitment to purchase BAS IPS software for the planning and zoning department, it will be a major improvement to the department. I am interested in continuing as ZEO for 2018 and would be pleased to accept an appointment to the position.

Happy New Year!

Sincerely,

Danae Tucker

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Town of Johnsburg Historian  
219 Main Street  
North Creek, NY 12853

December 1, 2017

Dear Town Board,

I would like to be appointed again for a two-year term as the Town Historian.



Jo Ann Smith  
Johnsburg Historian

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December 13, 2017

Supervisor-Elect Andrea Hogan,

Dear Andrea,

I would like to express my interest in the Job of Town Historian of the Town Of Johnsbury. I believe that my love and experience with the history of the whole town and my constant quest for additional information makes me a qualified candidate for the job. In addition to my general interest and skills, I served from 1992 to 1998, as the Town Historian in my hometown of Manchester, NY. Leaving that position was one of my few regrets in moving to my second home full time to take the job of General Manager of the Upper Hudson River Railroad.

I have prepared copy of a suggested manual that is recommended by the Association of Public Historians of New York State. I would like to donate this manual to the town regardless of who is named to the position. It gives a great over view of the job and I am sure you will enjoy reviewing the manual. I feel I am strong in all these areas and will participate in all areas as suggested. I work well with all groups and enjoy visiting with, talking with and learning from all people.

Please consider me for this important town position. Thank you,

Tim Record



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### Resume

- 1954-1967      Red Jacket Central School                      Manchester, NY
- 1969              First visit to North Creek. I can still remember coming down the North River Hill and thinking that it was beautiful in this valley.
- 1971              First employment in town. Equipment operator on railroad repair between North Creek and Tahawus
- 1972-1974      Hudson Valley Community College      Troy NY              Civil Tech Program
- 1975-82              Started American River Expeditions. Met customers at the Alpine Motel and took them from Newcomb to North River on two day oar-powered raft trips with an overnight at Blue Ledge.
- 1982              Purchased current home. The former home of Harrison Ordway.
- 1992-1996      Town Historian, Manchester , NY, Ontario County
- Worked on historical photo display for town hall, collected history and stored it at town Hall, answered letters from any location, prepared the Annual Report to town, Scheduled first ever meetings between town and the three village historians with in the town, attended county historian meetings, completed oral histories on cassette tape

Led a movement to start a railroad historical society, Lehigh Valley Railroad Historical Society and led the donation of former railroad property owned by Ontario County to the Village of Manchester as a Railroad Historical Park at no cost to the village

Led the establishment of a centennial commemoration of the founding of the Village of Manchester in 1872 to include a year's worth of events and the publishing of a souvenir book.

Led the creation of a temporary museum room in the Village of Manchester Board Room for one year during the centennial. It was so popular they kept the room and built an addition for board meetings and historical archive storage.

1998-2004 Moved to current home full time. Started full time employment as General Manager of Upper Hudson River Railroad. Supervised 30 employees in railroad operation, gift shop and food concession at the caboose in Riverside (Riparius). At our peak we had 25,000 riders and income of \$850,000. Most proud of our safety record with no serious injuries.

During this time I was involved with Chamber of Commerce, Depot Museum, Tannery Pond Advisory Committee, Town of Johnsbury CORE committee, Historical Society, Warren County Occupancy Tax Advisory Committee and Chambers of Commerce in Lake George, Saratoga Springs, Chestertown, Indian Lake, Glens Falls (Adirondack) and Convention and Visitors Bureaus in Albany, Saratoga and Plattsburgh

2003-05 Asked Supervisor Bill Thomas if we could talk for a couple minutes. Of course he said yes. Told him we needed to go to the front of town hall and showed him the 1805 on the front of the building and said its time for our bi-centennial. I served as co-chairman with Lois Yandon to coordinate events throughout the year and the hamlets. Published a souvenir bi-centennial book. Year ending party at one of the parking lots at the railroad depot.

2004 Appointed to Town Of Johnsbury Planning Board

2011 Unsuccessful Candidate for Town Supervisor

1-1-2018

## LETTER OF INTEREST

TO: TOWN OF JOHNSBURG TOWN BOARD

I want to THANK BOARD MEMBERS FOR  
ALLOWING ME TO BE ANIMAL CONTROL  
FOR 2017. I WOULD BE VERY INTERESTED  
IN SERVING THE TOWN OF JOHNSBURG  
AS ANIMAL CONTROL IN 2018.  
THANK YOU FOR YOUR SUPPORT.

Sincerely,  
William Morley

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**Subject:** Legal Matters

**From:** Matt Fuller <mfuller@meyerfuller.com>

**Date:** Tue, Jan 02, 2018 12:42 pm

**To:** "supervisor@johnsburgny.com" <supervisor@johnsburgny.com>

**Attach:** image001.jpg

Andrea:

Following up on our meeting last week and our discussion this morning, could you follow up at the next Town Board meeting as to how the board wants to direct our legal work on the Town's behalf? As I noted, keeping a proper sense of priority in matters can become difficult if multiple Town Board members are emailing us with legal matters. Of course, we have no issue if that is how the board elects to direct our legal work, but even with multiple Town Board members reaching out to us, I would ask that some degree of priority setting come from the supervisor so that we can address work in an efficient manner for the Town.

Thank you,  
Matt

State of New York  
Unified Court System



Lawrence K. Marks  
Chief Administrative Judge

25 Beaver Street  
New York, N.Y. 10004  
(212) 428-2100

December 28, 2017

Supervisor Ronald Vanselow  
Town of Johnsburg  
219 Main Street  
North Creek, NY 12853

Dear Supervisor Vanselow:

Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings.

The Unified Court System's *Action Plan for the Justice Courts* includes initiatives to improve accountability and controls over Justice Court finances and records. Among the initiatives is increased monitoring of town and village board compliance with Section 2019-a.

Accordingly, I am requesting that you provide a copy of the audit or examination for fiscal year ending December 31, 2017 of your local court's records and a copy of your board resolution acknowledging that the required examination or audit was conducted. Please email the report and the resolution to [jcasazza@nycourts.gov](mailto:jcasazza@nycourts.gov) or mail to Joan Casazza, Internal Control Liaison, NYS Office of Court Administration, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033. Please respond by March 1, 2018.

If you have any questions, please contact Joan Casazza at (518) 238-4303 or at the email listed above. Thank you for your cooperation.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Lawrence K. Marks".

/smw

c: George Danyluk, CIA  
Joan Casazza, CIA

**Organizational Meeting Business:**

Appointments by the Supervisor to run concurrently with Supervisor's elected term.

- Budget Officer - Andrea Hogan
- Deputy Supervisor – Katharine Nightingale
- 2<sup>nd</sup> Deputy Supervisor – Arnold Stevens
- Secretary – Joann Morehouse
- Registrar of Vital Statistics – Kathleen Lorah
- Petty Cash Officer – Andrea Hogan

Mr. Olesheski stated that he would like it on record that he doesn't think that having Ms. Nightingale as Deputy Supervisor is in the best interest of the Town or the Town Board.

***RESOLUTION # 2-18***

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Arsenault to approve and accept the following appointments by the Supervisor which will run concurrently with her elected term:

- Budget Officer - Andrea Hogan
- Deputy Supervisor – Katharine Nightingale
- 2<sup>nd</sup> Deputy Supervisor – Arnold Stevens
- Secretary – Joann Morehouse
- Registrar of Vital Statistics – Kathleen Lorah
- Petty Cash Officer – Andrea Hogan

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Stevens, Arnheiter, Hogan) Nays – 1 (Olesheski)

**Appointments by Town Board for a one-year term:**

- Zoning Enforcement Officer – Danae Tucker
- Animal Control Officer – William Mosher
- Legal Counsel for the Town – Meyer and Fuller, PLLC
- Legal Counsel for the Planning Board – Justin Grassi with Miller, Mannix, Schachner & Hafner, LLC
- Health Officer – Dr. John Ruge

Mr. Olesheski stated he would like to see the Town and the Planning Board share an attorney.

***RESOLUTION # 3-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens that the Town Board reappoints the following for a one-year term

- Zoning Enforcement Officer – Danae Tucker
- Animal Control Officer – William Mosher
- Legal Counsel for the Town – Meyer and Fuller, PLLC
- Legal Counsel for the Planning Board – Justin Grassi with Miller, Mannix, Schachner & Hafner, LLC
- Health Officer – Dr. John Ruge

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Stevens, Hogan, Arnheiter) Nays – 1 (Olesheski)

**Appointment of Town Historian:**

Tabled

**Appointments by Town Clerk to run concurrently with her elected term:**

- Deputy Town Clerk - Kathleen Donnelly
- Deputy Registrar - Kathleen Donnelly

***RESOLUTION # 4-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the following appointment by the Town Clerk, which will run concurrently with her elected term.

Deputy Town Clerk - Kathleen Donnelly  
Deputy Registrar - Kathleen Donnelly

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

**Appointment by the Town Board which will be a five-year term:**

BAR - Jim Smith

***RESOLUTION # 5-18***

Mr. Stevens presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the following appointment by the Town Board of Jim Smith to the BAR

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

**284 Agreement (Projects for 2018)**

- Harvey Rd - Ground and pave 1 mile
- 13<sup>th</sup> Lake Rd - Ground and pave 1 mile
- Various Roads – Culvert Replacements
- Hudson St - New Bridge Deck
- Glen Creek Rd - Bridge abutments
- Garnet Lake Rd – Install DOT approved guiderail
- Glen Creek Rd – Install DOT approved guiderail

***RESOLUTION # 6-18***

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Arsenault to approve and accept Highway Superintendents 284 Agreement (Projects for 2018)

- Harvey Rd - Ground and pave 1 mile
- 13<sup>th</sup> Lake Rd - Ground and pave 1 mile
- Various Roads – Culvert Replacements
- Hudson St - New Bridge Deck
- Glen Creek Rd - Bridge abutments
- Garnet Lake Rd – Install DOT approved guiderail
- Glen Creek Rd – Install DOT approved guiderail

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

## **Designations**

Polling places in the Town of Johnsbury – District #1 (Wevertown) for all districts  
Official Newspapers for the Town of Johnsbury, 2018 – The Post Star will be used  
for all legal notices for the Town of Johnsbury & Sun Community News which  
will be used for all other ads and possibly occasional legal notices.

Banks as official depositories for 2018 - Community Bank and Glens Falls  
National

DESIGNATE Supervisor Andrea Hogan and Clerk Kathleen Lorah as delegates to  
the Association of Towns annual meeting February 18-21 in New York City  
and approve expenses not to exceed \$500.

### ***RESOLUTION # 7-18***

Mr. Stevens presented the following resolution and moved its passage with a  
second from Mr. Arsenault to strike the words (not to exceed \$500) from the  
designation of (DESIGNATE Supervisor Andrea Hogan and Clerk Kathleen Lorah  
as delegates to the Association of Towns annual meeting February 18-21 in New  
York City and approve expenses not to exceed \$500.)

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan,  
Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

### ***RESOLUTION # 8-18***

Mr. Arsenault presented the following resolution and moved its passage with a  
second from Ms. Arnheiter to accept all designations

- Polling places in the Town of Johnsbury – District #1 (Wevertown) for all districts
- Official Newspapers for the Town of Johnsbury, 2018 – The Post Star will be used for all legal notices for the Town of Johnsbury & Sun Community News which will be used for all other ads and possibly occasional legal notices.
- Banks as official depositories for 2018 - Community Bank and Glens Falls National
- Designate Supervisor Andrea Hogan and Clerk Kathleen Lorah as delegates to the Association of Towns annual meeting February 18-21 in New York City and approve expenses.

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

**Set Mileage compensation for Town business at IRS rate of .545 cents per mile:**

***RESOLUTION # 9-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the IRS mileage rate of .545 cents per mile.

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

**Bonding and Authorizations:**

- Adoption of town officers bond for 2018
- Authorization for payments in advance of audits of claims for postage and public utility services
- Authorize supervisor to extend unexpended balances in their respective accounts for encumbering monies.
- Authorize town officers to purchase necessary supplies to carry on official duties not to exceed the budget.
- Authorize Supervisor to pay annual dues of Assn. of Towns when due.
- Authorize Town Clerk to publish in two issues, a summary of 2017 annual report of Supervisor.
- Authorize Standard Work Day and reporting for 2018
- Authorize use of Supervisor's Annual Report In lieu of Accounting to the State Comptroller.

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***RESOLUTION # 10-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens.

- Adoption of town officers bond for 2018
- Authorization for payments in advance of audits of claims for postage and public utility services
- Authorize supervisor to extend unexpended balances in their respective accounts for encumbering monies.

- Authorize town officers to purchase necessary supplies to carry on official duties not to exceed the budget.
- Authorize Supervisor to pay annual dues of Assn. of Towns when due.
- Authorize Town Clerk to publish in two issues, a summary of 2017 annual report of Supervisor.
- Authorize Standard Work Day and reporting for 2018
- Authorize use of Supervisor's Annual Report In lieu of Accounting to the State Comptroller.

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays-0

**Authorize Supervisor to place Town monies in interest-bearing accounts when this can be done without interfering with operation of Town Government.**

***RESOLUTION # 11-18***

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Stevens to Authorize Supervisor to place Town monies in interest-bearing accounts when this can be done without interfering with operation of Town Government

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays - 0

**Adopt Town Procurement Procedures**

***RESOLUTION # 12-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens to adopt the Town Procurement Procedure

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays-0

**Accept annual review of court records and dockets**

***RESOLUTION # 13-18***

Mr. Olesheski presented the following resolution and moved its passage with a second from Ms. Arnheiter to Accept annual review of court records and dockets

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays-0

**Authorize Supervisor to direct legal work on behalf of the Town. To be reviewed and re-authorized annually**

***RESOLUTION # 14-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens to authorize Supervisor to direct legal work on behalf of the Town. To be reviewed and re-authorized annually

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays-0

**Schedule the Organizational Meeting for January 3, 2019 at Wevertown Community Center:**

***RESOLUTION # 15-18***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to Schedule the Organizational Meeting for January 3, 2019 at Wevertown Community Center.

With 5 members voting in favor, the resolution is declared carried. Ayes-5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays-0

**Appointment of Standing committees for 2018:**

- Highway – Gene Arsenault and Andrea Hogan
- Solid Waste - Arnold Stevens and Pete Olesheski
- Fire & EMS – Arnold Stevens and Andrea Hogan
- Planning & Zoning – Peter Olesheski and Laurie Arnheiter
- Building, Parks & Recreation - Peter Olesheski and Laurie Arnheiter
- Personnel – Arnold Stevens and Gene Arsenault

Mr. Olesheski stated that he objected to being removed from the 2 committees that

he had been on previously because he felt he had been very effective on them. Mr. Arsenault and Mr. Stevens said they had no problem trading with him.

### ***RESOLUTION # 16-18***

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to accept the appointments of Standing Committees for 2018 with the 2 changes.

- Highway – Gene Arsenault and Andrea Hogan
- Solid Waste - Arnold Stevens and Gene Arsenault
- Fire & EMS – Peter Olesheski and Andrea Hogan
- Planning & Zoning – Peter Olesheski and Laurie Arnheiter
- Building, Parks & Recreation - Peter Olesheski and Laurie Arnheiter
- Personnel – Arnold Stevens and Peter Olesheski

With 5 members voting in favor, the resolution is declared carried. Ayes-3 (Arsenault, Olesheski, Arnheiter) Nays-2 (Hogan, Stevens)

Mrs. Hogan asked all committees to please come to the next Town Board meeting with at least two goals for their committee.

### **Committee Reports- None**

Kelly Nettle expressed concern that there haven't been very many committee reports recently. Mrs. Hogan stated that she would like to ask committee members as well as concerned citizens to please limit any discussions to 5 minutes to prevent the meeting from getting to long.

### **Old Business -None**

### **New Business - None**

**ACO Monthly Report** in Board member packets

**ZEO Monthly Report** in Board member packets

**Historian Annual Report** in Board member packets

**Privilege of Floor**

Kate Nightingale stated that she had thoroughly enjoyed her 6 years as town Board Member

**Motion to Adjourn**

Motion to adjourn made by Ms. Arnheiter, seconded by Mr. Olesheski, meeting adjourned at 7:55pm

**Next Meeting – January 16, 2018, 7:00 pm Tannery Pond Community Center**

Prepared by Joann M. Morehouse, Secretary to the Supervisor

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