

**Minutes of the Town of Johnsburg  
Regular Meeting  
Tannery Pond Community Center  
228 Main Street, North Creek  
April 16, 2019**

Minutes of the Regular Meeting of the Town Board of the Town of Johnsburg held on Tuesday April 16, 2019 at 7:00 PM at the Tannery Pond Community Center, 228 Main Street, North Creek, NY

Supervisor Hogan called the meeting to order at 7:00 p.m. and the pledge to the flag was led by Thomas Fuller.

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

**Approval of Minutes for Regular Meeting April 2, 2019**

***RESOLUTION #79-19***

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski to accept the minutes of the April 2, 2019 meeting with amended wording regarding the George M. Cohan trunk. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

**Correspondence:**

- Letters of interest for Summer Program

Ms. Lorah read a letter from JYC Secretary Thersa Dunkley asking for the reappointment of seven people to the 2019 Summer Youth Program and stated there are letters of interest from each.

- Letter of interest Zoning Board of Appeals

Ms. Lorah also read a letter from Jim Jones requesting reappointment to the Zoning Board of Appeals.

### **New Business:**

- **Appointment of Summer rec employees**

The Board discussed the recommendations from the JYC for hiring employees for the Summer Youth Program, and the pay rates for the individuals hired, considering a 3% increase from 2018.

### **RESOLUTION #80-19**

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to hire JYC Summer rec employees as follows:

- Ann Dingman - \$6700.36 (director)
- Phil Goodman - \$4018.55 (assistant director)
- Cheri Hayes - \$15.25/hour (arts & crafts counselor)
- Anna Goodman - \$12.50/hour (aide)
- Samantha Lock - \$12.50/hour (aide)
- Todd Millington - \$11.60/hour (as counselor)
- Todd Millington - \$14.50/hour (life guard on field trips)
- Anna Goodman - \$22.40/hour (bus driver, rate effective 7/1/19)
- Amanda May - \$17.00/hour (substit. driver, rate eff. 7/1/19)
- Amanda May - \$18.50/hour (substit. driver, field trips eff. 7/1/19)

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

- **Appointment to Zoning Board of Appeals**

### **RESOLUTION #81-19**

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the reappointment of Jim Jones to the Zoning Board of Appeals for a five-year term. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Approval of employee training expense**

### **RESOLUTION #82-19**

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski (for the purpose of discussion) to approve the registration fee and mileage expense totaling \$319.48, for Maja Tlokiska-Scroggins to attend the AOT Annual Finance School. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

A question was raised prior to the vote about the bookkeeper being a shared position with Chester – should the expense be shared. It was decided that the next time there is a training program, Chester will pay, but in this case, Johnsbury will pay.

- **Discussion of changes to Assessor's office**

Ms. Hogan stated that Christian Holt has submitted a letter of interest in being reappointed as Assessor. She went on to say that other towns have different models for the Assessor's office. One model is having a part-time Assessor, part-time

Clerk, and in some cases a part-time data collector as well. Another model is towns sharing services.

Mr. Holt spoke about the model with an Assessor and Clerk, saying that one advantage is that the Clerk becomes experienced which is an advantage if the Assessor leaves for some reason. He suggested that a good model would be shared services with another town, and that included in the discussion and decision making should be the impact on a future revaluation.

Ms. Hogan is asking the Board to consider various models to have a clear picture of what the position(s) will be. She noted that the Town has had Mr. Holt's letter and it has not been addressed.

- **National Grid Streetlight Audit and Agreement**

Ms. Hogan said that National Grid has recently completed a Streetlight Audit and issued the Town a Settlement Agreement and General Release for overbilling the Town \$1575.00. Ms. Hogan is asking the Board permission to execute this and receive the refund.

### **RESOLUTION #83-19**

Mr. Olesheski presented the following resolution and moved its passage with a second from Ms. Arnheiter to give Ms. Hogan permission to execute a Settlement Agreement and General Release for National Grid overbilling the Town \$1575.00. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Permission for Highway Superintendent to go out to bid for a truck box**

Mr. Arsenault and Ms. Hogan met with Dan Hitchcock on issues at the Highway garage, one of which is the need for another new truck box. Mr. Hitchcock is asking for the Board's permission to go out to bid for this now because the wait time for the piece of equipment is lengthy.

**RESOLUTION #84-19**

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Stevens to give Mr. Hitchcock permission to go out to bid for another new truck box with the bids collected being presented to the Board prior to a purchase. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- Discussion of potential projects for County infrastructure list

Ms. Hogan explained that Warren County has a database for an inventory of infrastructure projects which can integrate information and help the County Planner with prioritization and matching grants to projects. She listed (and others added to) the Town's projects:

- Sewer system
- Water district repairs
- Highway garage
- Recreational development of Ski Bowl, Mill Creek and Riverfront Parks
- Transfer station
- Sand pit reclamation and permitting
- Drainage at Ski Bowl Park
- Garnet Lake dam
- Ski Bowl/28N interconnect
- Town Hall

Ms. Hogan will present the list to the County, and noted that the list is fluid, so can be added to or changed when necessary.

**Old Business:**

- **Streetscape Bid award**

Only one bid was received for the Streetscape Project, coming in \$500,000 over what was anticipated. Wayne LaMothe has said this needs to be rebid. County engineers have suggested three ways to have lower bids come in, Ms. Hogan said.

One is to make the work ‘by linear foot’ to see how far it will reach. Another is to remove the length per day limitations, as this forces more trips for a contractor, thus increasing costs. Third is replacing granite curbs with cement, lowering the cost.

Ms. Hogan quoted Wayne LaMothe as saying no resolution is necessary for a rebid – just a letter stating that the first bid has been rejected. It was agreed that the linear foot method of receiving bids would be best.

- **Marketing RFP**

Proposals were received for website maintenance and social media marketing. The Town’s first choice for marketing firms (Advokate) was also the first choice for Warren County. The County had \$18,000 to allocate for the Town in leftover grant funds. Advokate’s proposal for the Town came in about \$6000 over that, but on the County side it came in under, and the County is willing to reallocate money to TOJ’s project. With this choice and resulting shared services between the Town and County, there will be no cost to the Town for one year.

- **Ad for Town Beach Lifeguard**

There have been no responses for the lifeguard position this summer. Also, it was pointed out that the bus driver position was not advertised.

### **RESOLUTION #85-19**

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Arsenault to again place an ad for Summer rec positions including bus drivers. With 4 members voting in favor, the resolution is declared carried. Ayes- 4 (Hogan, Arsenault, Stevens, Arnheiter) Nays- 1 (Olesheski)

### **Committee reports:**

- **Highway**

Mr. Arsenault discussed a meeting he and Ms. Hogan had with Dan Hitchcock in which they discussed bridges, engineering needs and costs, trucks with repair issues, pit permits, and budgeting for another new truck.

- Solid Waste

Mr. Stevens said only he, Matt Parobeck and Bob Nettle showed up for the scheduled meeting. They discussed progress so far and various possibilities for a sewer system plan, such as pumping up to Gore Mountain. Matt said he will make more effort to remind committee members of a meeting in the future.

- Fire/EMS

No report

- Planning and Zoning

No report

- Buildings, Parks and Recreation

Mr. Olesheski talked about Curtis Lumber's offer to donate the materials for one of the two planned dugouts, with the materials for the second being purchased from their Warrensburg location. Curtis requested a small sign recognizing their donation to the community.

Ms. Hogan asked the Board if they are comfortable reallocating some of the savings from the donation to the expense of having a plack made. That is fine with the Board.

In regard to materials for the second dugout, three verbal quotes are required.

- Personnel

Ms. Hogan and Mr. Stevens met to review the employee handbook and will finalize wording before the next Board meeting.

- Marketing and Economic Development

Ms. Arnheiter said the TOJ Community Corp. has a meeting tomorrow.

- Occ tax

Mr. Olesheski said Monday, April 15, was the deadline for applications but that someone has asked for late submission.

Steve Ovitt (WPM) has submitted an application for an event, “Ride On Mountain Bike Festival” on May 18, 19. The cost of the event is \$2500 and the ask from Occ tax is \$500. Because the event date falls before the next Board meeting, Mr. Olesheski is asking if the Board will approve the award to the WPM event.

### **RESOLUTION #86-19**

Mr. Stevens presented the following resolution and moved its passage with a second from Ms. Arnheiter to approve the award to the WPM event, “Ride On Mountain Bike Festival” on May 18, 19, 2019 in the amount of \$500.00. With 5 members voting in favor, the resolution is declared carried. Ayes - 5 (Hogan, Arsenault, Stevens, Arnheiter, Olesheski) Nays – 0

- Cemeteries

Maintenance of the cemeteries is becoming an increasing concern. The Parks and Rec employees are mowing them, but headstones are falling over or deteriorating. The Town will have to start looking into the situation and addressing it. Deana Wood, TOJ Historian, has looked into this and found a gravestone preservation seminar available at a cost of \$150.

### **RESOLUTION #87-19**

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski (for the purpose of discussion) to approve the funding of a gravestone preservation seminar at a cost of \$150 taken from fund balance. With 5 members voting in favor, the resolution is declared carried. Ayes - 5 (Hogan, Arsenault, Stevens, Arnheiter, Olesheski) Nays – 0

Mr. Hogan suggested that Board members should communicate more to the public about their activities for the Town. Mr. Olesheski reported that he was recently named to the Warren County Youth Bureau, filling Phil Goodman’s vacancy. He has heard presentations from the Council for Prevention, the Warren County Advocacy Center, and Supervisor Loeb regarding the Red Cross initiative to install

free smoke alarms.

### **Animal Control monthly report**

The Animal Control monthly report is in the Board packets.

### **Supervisor's monthly report**

The Supervisor's monthly report is in the Board packets. Ms. Hogan intends to provide a written summary of her monthly activities in the future, to attach to her monthly report. At this time, she outlined her activities for the month of March.

### **RESOLUTION #88-19**

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the Supervisor's monthly report. With 5 members voting in favor, the resolution is declared carried. Ayes - 5 (Hogan, Arsenault, Stevens, Arnheiter, Olesheski) Nays – 0

### **Approval of Warrants**

**General Fund** (Total \$39,832.74)  
**Highway Fund** (Total \$74,125.25)  
**Fire Protection District** (\$43.30)  
**Water District** (Total \$6,791.82)  
**Public Library Fund** (Total \$1,509.23)  
**EMS** (\$973.24)

**Total all warrants \$123,275.58**

### **RESOLUTION #89-19**

Mr. Stevens presented the following resolution and moved its passage with a second from Ms. Arnheiter to approve the warrants. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

### **Privilege of the Floor**

**Motion to adjourn**

The motion to adjourn was made by Mr. Arsenault seconded by Ms. Arnheiter, at 8:23 p.m. With 5 in favor the motion is carried. (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays – 0

Next meeting Tuesday, May 21, 7:00 pm at Wevertown Community Center

Prepared by:

Kathleen C. Lorah, Town Clerk