

**Minutes of the Town of Johnsburg
Regular Meeting
Wevertown Community Center
2370 State Route 28
May 21, 2019**

Minutes of the Regular Meeting of the Town Board of the Town of Johnsburg held on Tuesday May 21, 2019 at 7:00 PM at the Wevertown Community Center, 2370 State Route 28, Wevertown, NY

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

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 16, 2019

RESOLUTION #90-19

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Arsenault to accept the minutes of the April 16, 2019 meeting. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Presentation by Supervisor Ben Driscoll

Representing Catholic Charities, Supervisor Driscoll spoke about the Nutrition Outreach and Education Program which assists families in feeding programs,

notably the Supplemental Nutrition Assistance Program (SNAP). He explained that much the way one contributes to Social Security, one also contributes to supplemental feeding programs with the FICA deduction from their paycheck. He encourages anyone who is eligible to apply because healthy eating makes for better performance in school and at work, and fewer trips to health facilities. Further, if one is eligible for SNAP they are also eligible for the Home Energy Assistance Program (HEAP).

Correspondence:

Ms. Lorah listed the letters received:

- Letter from Bob Nettle re: DPW
- Letter from Youth Committee re: Summer Swim program
- Letter of interest for planning board appointment
- Letter from Highway Superintendent with project updates

New Business:

- **Hudson Headwaters Agreement**

Ms. Hogan stated that the Town has been without an agreement with Hudson Headwaters for some time and asked the Board for approval of the agreement. Differences from last year's agreement are the establishment of both a base level of service and a minimum number of hours service is available per week. The financial agreement of \$30K budgeted by the Town for HHHN remains the same but will be reviewed annually.

RESOLUTION #91-19

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the 2019 Hudson Headwaters Agreement.

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

- **Credit Card policy**

A Credit Card Policy has been written for the Town which needs Board approval.

RESOLUTION #92-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski (for purpose of discussion) to approve the newly written Credit Card Policy. The Board agreed to set a \$5000 limit and to have both Maja Scroggins (Bookkeeper) and Andrea Hogan (Supervisor) as signatories. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Occupancy Tax allocations for spring**

Mr. Olesheski provided an explanation of ranking and relevancy of Spring Occ Tax applications. Ms. Hogan noted that Occ Tax money from unused awards should be considered in the next round so that the money is working in the community.

RESOLUTION #93-19

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Stevens to approve the Occ Tax Awards as follows:

Town of Johnsbury - Occupancy Tax Recommendations Spring 2019							
Organization	Project Name	Contact Name	Requested	Funded Previously	Suggested Award	Average Score	Notes
Johnsbury Fine Arts	NC Mosaic Project - Banner, Signs, TShirts	Kate Hartley	\$1,525	Y	\$1,525	76.1	Great project, signage will get more people to mosaic, shirts are great advertising/fundraising
NC Farmers Market	North Creek Farmers Market	Beth Maher	\$1,240	Y	\$1,240	71.7	Beneficial event for residents and visitors, want to see this continue Suggest talking to Town about table/chair purchase, use funds for shows/artists fees
Tannery Pond Center	2019 Concert Series	Daphne Taylor	\$5,000	Y	\$3,000	69.1	
Johnsbury Historical Society	Riverwalk Interpretive Signs	Kathleen Maolirana	\$3,514	N	\$3,000	68.8	New project, well thought out and useful to both residents/visitors Nice format, proved useful last year, small investment for large visibility
UHTA	Kiosk Trail Map	Richard Carlson	\$400	Y	\$400	67	
Ski Bowl & Streetscape	Main Street Flowers	Judith Brown	\$5,900	Y	\$3,000	66.7	important to keep Main Street looking good for visitors/residents
Nightmare on Main Street	Nightmare on Main Street 2019	Julie Wolfe	\$5,000	Y	\$1,000	64	Good event with lots of potential, need inclement weather plan and insurance provider
UHTA	Summer Guest Survey	Richard Carlson	\$400	N	\$0	57.1	Interesting/good concept, but should be fleshed out and brought back in the fall
UHTA	Events Promotion	Richard Carlson	\$2,000	Y	\$1,000	56.6	Unclear what events will happen late spring/summer/fall, could reapply in fall for winter
Johnsbury's Jr. Outdoor Club	YHEC (Youth Hunter Education Challenge)	Erika Patton	\$2,000	N	\$1,000	53.6	Exciting new concept, potential to draw visitors and great for local youth
Later Slater	Later Slater 2019	Shannon Slater	\$1,000	N	\$0	32.8	Fundraising event, not sure it meets Occ Tax criteria, limited funds to award this cycle
Total Requested for 2019:			\$27,979		\$15,165		
Available to Award:			\$15,000				

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

Mr. Olesheski said the Occ Tax Committee will be meeting to discuss updates to their procedure for awarding funds.

- **Scrap and Surplus**

Dan Hitchcock supplied the Board with lists of Scrap and Surplus materials and equipment. Ms. Hogan said a resolution is needed to state the Town no longer has use for these things, to be able to sell or dispose of the listed items.

RESOLUTION #94-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to approve a statement that the Town of Johnsbury no longer has use for items listed by Dan Hitchcock as Scrap and Surplus materials and equipment. (List available from Town Clerk.) With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Landlord Authorizations for summer events in the Ski Bowl**

Adirondack Pub and Brewery is requesting Landlord Authorizations for both the Independence Day celebration on July 6th and Waynestock on August 3rd and 4th.

RESOLUTION #95-19

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Arsenault to approve Adirondack Pub and Brewery's requests for Landlord Authorizations for both the July 4th celebration on July 6th and Waynestock on August 3rd and 4th. With 4 members voting in favor, the resolution is declared carried. Ayes- 4 (Hogan, Arsenault, Olesheski, Arnheiter) Nays- 1 (Stevens)

- **Slic Network building agreement**

Slic is in need of a centrally located shed and is asking the Town for permission to place it on Town property behind the Library. Mr. Arsenault asked about a payment to TOJ for this. Ms. Hogan said they are offering one 25/25 internet line. It was agreed that in talking with Slic, the question can be raised about more benefit to the Town.

- **Supporting documentation for grants – Kelly N.**

Kelly Nessle is writing grants for the Town, one of which is through the EPA called Recreational Economy for Rural Communities. For this grant, she wants to focus on extending trails from North Creek to North River.

Another she is working on is a Smart Growth grant through the DEC. This would involve work on the Connector Trail leading from Ski Bowl Park toward Raymond Brook. One ask for this is moving the trail off private property onto Town property. The second part of the grant would involve improvements to the facilities at the beach. A change house with showers and hoses for washing off bikes could be a big draw to the biking community.

The third grant Kelly is writing is for the JYC through the Gore Mountain Region Community Fund. Money from this would fund school-year activities.

RESOLUTION #96-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to allow Supervisor Hogan to sign the documents necessary for the Smart Growth grant submittal. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

For Kelly Nessle's filing:

Resolution No. __96-19__

WHEREAS the Town of Johnsburg is applying to the New York State Department of Environmental Conservation for a project grant under the 2019 Adirondack Park Community Smart Growth Program to be located in North Creek at Ski Bowl Park, a site located within the territorial jurisdiction of the Board; and

WHEREAS, as a requirement of this program, said municipality must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located",

NOW, THEREFORE, be it resolved that the Board of Town of Johnsbury hereby does approve and endorse the application for a grant under the 2019 Adirondack Community Smart Growth Program for a project known as Trail and Base Camp located within this community.

- **Annual Update Document**

RESOLUTION #97-19

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

- **AATV**

Andrea Hogan and Kate Lorah want to attend the June 2-3 meeting of Adirondack Association of Towns and Villages in Saranac Lake. The costs are \$75 each for registration, \$104 for hotel and Ms. Lorah's mileage.

RESOLUTION #98-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens to approve the expense of the June AATV meeting for Ms. Hogan and Ms. Lorah, not to exceed \$355. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Book House – Ben Osborn Fund**

A not-for-profit out of Lake George, the Ben Osborn Fund, focuses on benefits for children. They are interested in putting up an enclosed, weatherproof 'book house' in the Town. This will be stocked with books which kids can borrow or exchange. The location needs to be where it is easily accessible to children. Matt Olden has suggested a place near Minder Lodge in Ski Bowl Park. Volunteers from the

Outreach Center will monitor it, making sure it stays stocked. The YMCA has offered to stock it with books to begin with.

RESOLUTION #99-19

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the placement of a ‘book house’, donated by the Ben Osborn Fund, in Ski Bowl Park. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Amended contract for Senior services**

The Town received a request for an amendment to the original contract for Community Services for the Elderly, increasing the amount we receive from \$4000 to \$5060.

RESOLUTION #100-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the amendment to the original contract for Community Services for the Elderly, increasing the amount we receive from \$4000 to \$5060. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Mine permit contract**

A resolution is needed to update the mine permit to include a small piece of land adjacent to the sand pit. The proposal from JMT Engineering to do the work is for \$1960. The Highway budget has \$20,000 for engineering, so the money is available to cover this.

RESOLUTION #101-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the proposal of \$1960 from JMT Engineering to do the work needed to update the mine permit to include a small piece of land adjacent to the sand pit. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Old Business:

- **Summer Program and Parks hiring**

Ann Dingman has submitted recommendations for the Summer Recreation Program. There are also recommendations from the JYC. There will be a Swim Program this year. Ms. Hogan said that by oversight the Swim Program was not put in the 2019 budget. Later in the meeting she will ask for a budget amendment to rectify this.

With the recommendations thus far, there is coverage for the beach to be open Friday, Saturday and Sunday.

RESOLUTION #102-19

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Stevens to open the beach on June 28 and close it September 2nd, with the hours from noon to 6 pm. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

RESOLUTION #103-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens to hire Summer Recreation Program Staff, Swim Program Staff and Town beach Lifeguards as follows:

Summer Recreation Program

Ann Dingman		6700.00
Phil Goodman		4018.00
Cherie Hayes		2196.00
Anna Goodman	Counselor	1800.00
	Swim Counselor	375.00
	Bus Driver	3539.00
Samantha Lock	Counselor	1800.00
Todd Millington	Counselor	1674.00
	Lifeguard -Swim Program	108.75
	Lifeguard - Fri Only	1015.00
Amanda May	Substitute Driver	
Kersten Mason	Counselor -yr. 2	1620.00
Haley Mason	Counselor -yr. 1	1598.40
Alexander Morehouse	Counselor – yr. 1	1598.40
Ashleigh Lawrence	Counselor- yr. 1	1598.40
Bus Mileage		2700.00
Operating costs (craft supplies, park admissions, etc.)		<u>1000.00</u>
Total Summer Rec program		33,339.75

Swim Program

Carline Barnes	Swim Program Director	1360.00
Toni Kelly	Asst. Swim Prog Dir	1050.00
3 swim counselors		4800.00
Operating costs		<u>1000.00</u>

Total Swim Program	8210.00
Lifeguard (s)	3000.00

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

- **Mill Creek grant request**

The committee met and they are interested in working with Wayne LaMothe through the County Planning Department to write a Local Waterfront Revitalization Program Grant. This is the last year the value of the land donation can be used for a grant match. The request would be for funds to do an engineering study and implementation of clean up of Dunkley Falls and the Black Hole area.

Ms. Hogan suggests that a resolution be discussed at the June meeting, after getting input from Mr. LaMothe.

- **Planning Board appointment**

RESOLUTION #104-19

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

- **Cedarwood contract**

The Town has a contract with Cedarwood to revise the bid for the Streetscape Project.

RESOLUTION #105-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to approve execution of the Cedarwood contract to revise the bid for the Streetscape Project. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- Highway organizational model discussion

At the request of the Board research was done on the process of changing the Highway Superintendent from an elected position to an appointed one, which would fall under a Department of Public Works. A DPW would oversee the Parks as well as the Highway Department.

After a lengthy discussion of the issues involved in a change such as this, it was decided that more public discussion – a public forum – would be a good starting place. Before even a public forum, more information is necessary. As an opening to the topic, Ms. Hogan suggests having a person take each side of the issue (namely, should the Town consider changing to the model of having a DPW?) and argue why and why not.

Mr. Stevens suggested information gathering until the end of the year, then planning a public forum to begin the discussion. All were in agreement and March will be a target date for public discussion.

Committee reports:

- Highway

Dan Hitchcock wrote the Board a letter updating Highway projects: the bridge on Glen Creek, Hudson Street bridge and the River Road project, in order to secure the Board's support to continue projects in a timely manner.

- Marketing and Economic Dev.

Ms. Arnheiter spoke about AdvoKate, the company recently hired to promote the Town, the new website, and the trail systems. She is concerned that with increased

interest generated by this agency, there is not a person “answering the phone” – no Chamber of Commerce to field questions. Mr. Olesheski referred to Occ Tax as a possible solution. Ms. Arnheiter said there is a phone system called a Grasshopper that transfers calls, so rather than having a staffed office someone could answer calls in their home. Her point was that this needs to be addressed.

- Solid Waste

June 15th is a hazardous waste disposal day in Queensbury. More information is available at warrencountyny.gov.

- Fire/ EMS

Nothing

- Water

Nothing

- Planning and Zoning

A meeting was held to review local codes with Danae Tucker and only two people showed up. Three people are not sufficient to tackle the large undertaking of redoing local codes. Ms. Hogan has been meeting with Danae to find a way to engage more people. Danae has, in the meantime, been compiling a list of the changes she has identified that need to be made.

- Buildings, Parks, Rec

Ms. Hogan passed along Matt Olden’s thanks to Mr. Stevens for his help cleaning up in a cemetery and she thanked the volunteers who built the dugouts, and Curtis Lumber for their donation of materials for the project. She also thanked Volt Landscaping for work they did at Tannery Pond, and Deana Wood for organizing a presentation on preserving gravestones.

- Personnel

Changes are coming to the employee handbook.

Animal Control, ZEO and Historian reports

The Animal Control monthly report is in the Board packets.

Budget amendments

RESOLUTION #106-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Stevens to approve the budget amendment increasing A.3772 by \$1,500.00 – the ADK Foundation Grant for Senior Citizens Engagement and Enrichment. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

RESOLUTION #107-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the budget amendment increasing A7310.1 by \$9,950.00 from Fund Balance for the Summer Youth Swim Program. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

RESOLUTION #108-19

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the budget amendment increasing A7110.1 by \$2,800.00 from Fund Balance for the Summer Youth Swim Program lifeguards. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Supervisor's monthly report

The Supervisor added to her monthly report a summary of her activities since the last meeting. One item she mentioned was the creation, by Warren County, of a

Senior Quality Care Coalition which will lead to county-wide discussion about how to better serve Seniors in our communities.

RESOLUTION #109-19

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

Motion to accept warrants (2 sets):

General Fund (Total \$60,687.73)
Highway Fund (Total \$32,085.93)
Fire Protection District (Total \$50,000.00)
Water District (Total \$10,388.16)
Public Library Fund (Total \$920.29)
Trust & Agency (Total \$161.84)

Total all warrants \$154,243.95

General Fund (Total \$3,633.47)
Trust & Agency (Total \$726.20)

Total all warrants \$4,359.67

RESOLUTION #110-19

Mr. Arsenault 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:

Executive session to discuss the employment history of a particular employee***RESOLUTION #111-19***

At 9:15 pm Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to enter Executive Session to discuss the employment history of a particular employee. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Reenter Regular Meeting***RESOLUTION #112-19***

At 9:54 pm Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Arsenault to reenter the Regular Meeting. No action was taken in Executive Session. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Motion to adjourn:

The motion to adjourn was made by Laurie Arnheiter seconded by Gene Arsenault, at 9:55 pm. With 5 in favor the motion is carried. (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays – 0

Next meeting Tuesday, June 18, 2019, 7:00 pm at Tannery Pond Community Center

Prepared by:

Kathleen C. Lorah, Town Clerk