

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

Minutes of the Regular Meeting of the Town Board of the Town of Johnsburg held on Tuesday December 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 7:00 p.m. and the pledge to the flag was led by Jim Jones.

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 November 20, 2018

RESOLUTION #179-18

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to accept the minutes of the November 20, 2018 meeting. With 5 members voting in favor, the resolution is declared carried. Ayes- 4 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Correspondence:

Ms. Lorah listed the letters received:

- Letter re: highway maintenance on West Holcomb Street, interference with mail delivery, and a thank-you letter following the last storm for good maintenance, all from the same resident

- Letter re: sidewalk maintenance in North River
- Letters from Dan Hitchcock re: highway issues

Ms. Lorah read a letter from Dan Hitchcock as follows:

The Johnsbury highway dept. would like to thank various Fire depts. that helped out with tree removal during this last storm. Several areas in North River, 13th Lake, Garnet Lake, & Johnsbury became completely stranded for 1-2 days. Most of the major problems were power line issues, however there were trees that snapped off and we could not get under them. At times members of local fire companies assisted in road clearing or informed my drivers of roads we could not travel. I am fully aware of the inconvenience this caused for many people.

Thank You,

Town of Johnsbury Highway Dept.

New Business:

- Discussion of correspondence

The Board discussed highway issues mentioned in Mr. Hitchcock's letters, including damage to culverts caused by work contracted by Frontier. Ms. Arnheiter suggested asking other Town Supervisors about the situation – if they have had damage in their Towns. Ms. Hogan said she would reach out to Supervisors and to Dan Hitchcock for clarification on the status of the backhoe, which is apparently out of service and which is required for repair of culverts.

Mr. Hitchcock also wrote about the difficulty of maintaining River Road. The letter said the Board will have to put plowing on River Road out to bid, due to the fact that a large plow truck cannot be used with no place to turn around. A small plow truck that could be used is not in service and Mr. Olesheski said Mr. Hitchcock can't get parts for repair. Mr. Stevens asked where the funds would come from if the work was put out to bid. It was agreed the money would come from the Highway Department. Mr. Arsenault said the way to reach a decision is by gaining more information from Dan Hitchcock and asked Ms. Hogan to ask him to meet with the Highway Committee.

- **Youth Committee amended by-laws**

The primary change in the Youth Committee by-laws is the frequency of meetings, Ms. Hogan explained. She went on to say that the JYC is working on their section of the Town's website and will post scheduled meetings there.

RESOLUTION #180-18

Arnold Stevens made a motion to approve the updated by-laws of the Johnsbury Youth Committee. The second was made by Mr. Olesheski. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Mr. Olesheski asked about the JYC mailing address. Currently there are two, Kelly Nessle said – Ms. Nessle's address and Carrie Mason's home address. Ms. Arnheiter suggested the JYC address should be Town Hall and Mr. Olesheski agreed.

- **Acknowledge annual audit of court finances and records**

RESOLUTION #181-18

Mr. Arsenault presented the following resolution and moved its passage with a second from Arnold Stevens to acknowledge the annual audit of court finances and records. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Early appointment of town justice elect**

RESOLUTION #182-18

Mr. Stevens presented the following resolution and moved its passage with a second from Mr. Olesheski to approve the appointment of David Cavanagh as Town Justice on December 15, 2018 through December 31, 2018 prior to his

elected term beginning January 1, 2019. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Highway contract**

The 2019 Highway contract is the same as 2018 except that all Highway employees will have access to a \$775 dental/eyeglass/prescription plan reimbursement and all will receive a three percent raise.

RESOLUTION #183-18

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Arnheiter to approve the Highway contract for 2019 with the following changes from the 2018 contract - all Highway employees will have access to a \$775 dental/eyeglass/prescription plan reimbursement and all will receive a three percent raise. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- Set public hearing for Fire District contracts

Ms. Hogan asked the Board to set a date for a public hearing for the 2019 Fire District contracts. It was agreed that the public hearing will be at the next Board meeting, December 18th at 7:00 pm.

- Senior transportation bid

An inquiry to the Warren County Purchasing Office clarified that the Senior transportation bid is unnecessary because the transport falls under Public Works. Ms. Lorah will seek quotes for transportation.

- **Clean up cards for transfer station**

RESOLUTION #184-18

Mr. Olesheski presented the following resolution and moved its passage with a second from Ms. Arnheiter to approve the annual clean-up cards for the Transfer Station for 2019 with no changes from 2018. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Old Business:

- **Employee benefit time buyouts**

Nine employees have requested buying out benefit time. The total payout will be \$5634.83 for Highway employees and \$2346.51 for all others.

RESOLUTION #185-18

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to approve the buyout of unused benefit time for nine employees, with a total payout of \$5634.83 for Highway employees and \$2346.51 for all others. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

- **Parks personnel**

Matt Olden wants to use vacation time in 2018 and has requested that his new employee begin work on December 10th rather than January 1st, 2019. This would provide coverage for Buildings and Parks. The cost would be approximately \$1000 coming from the fund balance with a budget amendment.

RESOLUTION #186-18

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Arsenault to approve the hiring of a Parks employee on December 10th, 2018 rather than January 1st, 2019. The cost will be approximately \$1000 coming from the fund balance with a budget amendment. With 5 members voting in favor, the resolution is declared carried. Ayes- 5 (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays- 0

Committee reports:

- Solid Waste –

Mr. Stevens said the Sewer Committee met and is making progress. Kelly Nessel asked where the petitions are and suggested having one at Town Hall. Ms. Hogan asked Ms. Nessel to follow up with Matt or Mark Parobeck.

- Highway – Durkin Rd., update on Streetscape project

Regarding the pothole on Durkin Road near Stewart's, Sue Hitchcock said the damage happened when Stewart's was building and that the store had no driveway permit. Mr. Olesheski said there had been no follow up on the lack of a permit. Mr. Arsenault suggested having a discussion with Stewart's regarding the cost of repair. Mr. Arsenault also said the Board needs information from Mr. Hitchcock on estimated cost of repair.

Regarding Streetscape, Ms. Hogan said the materials for repair of water laterals is being delivered and that Matt Olden is taking care of the materials' storage for the Winter.

- Marketing and Economic Development –

Ms. Hogan said Warren County has offered an opportunity for the Town to join a bid for maintaining the Town's website. She suggested the Marketing Committee look at the proposal and provide a recommendation to the Board. Mr. Olesheski asked if we joined the County could the Town back out if necessary. Ms. Hogan replied 'yes'.

- Occ Tax –

Mr. Olesheski talked about Occ Tax Committee members, submissions, funding and setting a date for presentations. Ms. Nettle asked if the Fall decision making (for awards) could be moved to September. Mr. Olesheski said the Warren County allotment comes in October. He went on to say his reason for bringing up Occ Tax at this time is because of the possibility of hiring a website manager, (discussed above), and a potential supplement to the position from Occ Tax.

- Personnel –

Ms. Hogan said there are four applicants for the Bookkeeper position and that interviews are scheduled Thursday evening, December 6th. Mr. Olesheski stated that he knows one of the candidates, so is recusing himself from the interviews. The Board members interviewing will be Mr. Stevens and Ms. Hogan, who added that the Bookkeeper will be a shared position with Chestertown.

- Planning and Zoning –

Ms. Hogan said a previous attempt at a Zoning review meeting had little attendance, but that Danae Tucker will plan another meeting with more advanced notice to help with attendance. Ms. Hogan also mentioned there will be a Zoning review with the APA.

- Fire/EMS –

Ms. Hogan said that EMS is proposing an increase in billing rates.

Motion to accept warrants:

General Fund (Total \$72,485.82)

Highway Fund (Total \$79,244.69)

Water District (Total \$3,635.30)

Public Library Fund (Total \$4,390.00)

Trust & Fund (\$166.16)

Total all warrants \$159,921.97

RESOLUTION #187-18

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

Animal control monthly report, ZEO Monthly report

The Animal Control monthly report and ZEO monthly report are in the Board packets.

Supervisor's monthly report

RESOLUTION #188-18

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

Privilege of the Floor:

Nancy Beaudin asked about the letter regarding plowing sidewalks in North River. Ms. Hogan said there are no guidelines for the Town of Johnsbury pertaining to sidewalk maintenance. Mr. Stevens said that there are high expectations for services provided by the Town. Kelly Nettle said North Creek sidewalks should be a priority because of tourists. Mr. Olesheski said the sales tax percent of the budget does not equate to special services for North Creek. Another suggestion was that business owners should clean their own sidewalks. Ms. Arnheiter said a letter to business owners asking for cooperation could help.

Mr. Stevens referred to a webinar he watched about workplace sexual harassment and said the Town's policy is comprehensive. One question he has is if the Town sponsors an event and a vendor errs, is the Town liable. Mr. Olesheski said that our policy was based on the Warren County policy, which was vetted by the County's attorneys.

Motion to adjourn:

The motion to adjourn was made by Arnold Stevens seconded by Laurie Arnheiter, at 8:35 p.m. With 5 in favor the motion is carried. (Hogan, Arsenault, Stevens, Olesheski, Arnheiter) Nays – 0

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

Prepared by:

Kathleen C. Lorah, Town Clerk