**Minutes of the Town of Johnsburg**

**Regular Meeting**

**Tannery Pond Community Center**

**228 Main Street, North Creek, NY**

**June 19, 2018**

Minutes of the Regular Meeting of the Town Board of the Town of Johnsburg held on Tuesday June 19, 2018 at 7:00 PM at Tannery Pond Community Center,

228 Main Street, North Creek, NY

Supervisor Andrea Hogan called the meeting to order at 7:12 p.m. and Judy Brown led the pledge to the flag.

**PRESENT:** Andrea Hogan – Supervisor

Arnold Stevens - Councilman

Peter Olesheski, Jr - Councilman

Laurie Arnheiter - Councilwoman

Kate Lorah - Town Clerk

**ABSENT:** Gene Arsenault **-** Councilman

**APPROVAL OF MINUTES FOR REGULAR MEETING MAY 15, 2018**

***RESOLUTION #69-18***

Ms. Arnheiter presented the following resolution and moved its passage with a second from Mr. Stevens to accept the minutes of the May 15, 2018 meeting, with the addition by the Town Clerk, of the time during the meeting when Ms. Hogan arrived. With 4 members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

**Presentation of Marketing Plan developed by Econ. Dev. Committee/ Marketing Committee:**

Nick Friedman of Website Development Shop, Inc. presented his plan for website marketing for the Town of Johnsburg to promote tourism, provide information and coordinate websites already in existence in the town. He noted that this site must follow the provisions of the agreement with the 1st Wilderness Heritage Corridor.

The plan objectives are analytics, accountability, and results analysis. The entire plan is built in three phases, but he addressed only Phase I, explaining that it would be a thorough website with GPS information for ease of locating attractions.

Responding to Mr. Olesheski’s question about costs of Phase II and III, Mr. Friedman said that only the Implementation Plan, Phase I cost has been established ($6750), because the town is under no obligation to move on to the next phase.

Cassandra Burns, also with Website Development Shop, spoke to her role in Search Engine Optimization, meaning raising the site to appear near the top of someone’s search.

Linda Quintavalle mentioned working at the train museum and not being able to adequately answer questions about which restaurants were open. She said this site would solve that problem, as well as allow visitors to plan their trips ahead of time.

Mr. Olesheski noted that Mr. Freidman had prepared this plan and presentation without the guarantee of being paid, and that whatever the decision on Phase I, at least the company should be paid the $3250 for development of the plan.

***RESOLUTION #70-18***

Ms. Arnheiter moved with a second from Mr. Olesheski, to pay Website Development Shop, Inc. $3250 from the $10K Occ tax award for the development of a plan for a website to promote and market the Town of Johnsburg. Four members voted in favor, and the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

***RESOLUTION #71-18***

Mr. Olesheski made a motion to go forward with Phase I of Website Development Shop, Inc.’s plan for the development of a website to promote and market the Town of Johnsburg at a cost of $6750. The dollar figure will come out of the Occ tax award, with the website development considered a professional service. This was seconded by Mr. Stevens, and with four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter)

Nays- 0

* Summer Swim Program

At this time in the meeting, Ms. Hogan skipped ahead on the agenda to accommodate Kim Smith, who left work to attend. Ms. Smith stated that, despite much effort, no director has been hired for the JYC Summer Swim Program, therefore the program will not take place this year. Ms. Hogan thanked Ms. Smith for the effort of trying to make the swim program work and said that work would continue to put the program in place for the Summer of 2019.

**Correspondence:**

North Country Hardship Fund/ Waynestock

Letters re: plastic bag legislation – Dunlap, Abrams

Letter from Judy Dunkley re: sidewalks

Kate Lorah named the pieces of correspondence received, and said the packets of letters were available both at the door and in her office.

**New Business:**

* Waynestock camping and extended park curfew hours

Regarding the letter from Tammy Bukovinsky requesting permission for camping and extended park hours for Waynestock, Kelly Nessle asked if camping would be allowed for everyone. Mr. Olesheski suggested the request be modified with camping allowed for organizers, their families, and security only.

Bob Nessle asked how much Waynestock pays for use of the park. Mr. Stevens replied that there is no fee. Mr. Nessle said there should be a fee, to which Joel Beaudin responded that the Blue Grass Festival had never been charged a fee. Judy Brown added that the Waynestock event services the town and those in need, and should not be charged. Both Beth Mahar and Jane Moon agreed. Kelly Nessle stated that there should be fees charged for the use of the park. Ms. Brown said that residents use the park for many events, including weddings, and that it should stay that way. She suggested the idea of charging non-residents, which led to the Parks Committee (Laurie Arnheiter and Peter Olesheski from the board) agreeing to meet with Kelly and Bob Nessle to discuss a possible fee schedule.

***RESOLUTION #72-18***

Peter Olesheski motioned, with a second from Arnold Stevens, to extend park hours and to allow camping for organizers, their families, and security only during Waynestock. Four members voted in favor, and the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

* Plastic bag legislation

Supervisor Hogan referred to letters from Anita Abrams and Ginger Dunlap regarding proposed legislation by Governor Cuomo and Warren County to ban single-use plastic bags. Ms. Hogan suggests a resolution in support of this effort.

Laurie Arnheiter “wants a solution to this being an obstacle for business owners – an incentive, perhaps.” Peter Olesheski stated that a motion of support for a ban is a bit premature and that he’d like to wait to see where (the issue) goes. Bob Nessle said that in California this is already in place. Linda Cobb supports a “letter of support.” Jane Moon added that the discussion should include the Business Alliance. Barbara Gardineer suggested putting this issue on the website to get feedback,

and to give out ‘Town of Johnsburg’ reusable bags both for promotion and an incentive.

No action was taken on plastic bag legislation.

**Old Business:**

* Summer Recreation Program - additional Hiring.

***RESOLUTION #73-18***

Ms. Arnheiter motioned to hire Amanda May as a substitute and 2nd field trip bus driver at a route rate of $17.00 per hour and a trip rate of $18.50 per hour. Mr. Olesheski made the second, and with four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

* Beach dates and hours

***RESOLUTION #74-18***

Ms. Arnheiter motioned to set beach times Friday through Monday, noon to seven pm. Mr. Stevens made the second, and with four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter)

Nays- 0

Kelly Nessle noted that the sign on the back of the lifeguard chair has the wrong hours and should be changed. Mr. Olesheski said there was money available for the change, due to the swim program not taking place this year. Ms. Hogan suggested seeing what the JYC decides about the use of money allocated to the swim program.

* Grant details – Kelly Nessle, Office of Parks, Recreation and Historical Preservation Grant

Kelly Nessle stated that contrary to her previous understanding, work at the Ski Bowl cannot use the match from the acquisition of the Black Hole area. She has no cost estimates and must resubmit a request for planning assistance from Wayne LaMothe. Two bids for the work will be necessary. Ms. Hogan asked if this is a 75/25 grant, with the town responsible for 25%. Ms. Nessle replied ‘yes.’

Peter Olesheski noted that the plans must be ‘shovel-ready’, and that so many people use the park that this project is worth investing in. He said that Ms. Nessle has his support, no matter what the dollar figure.

Mr. Stevens stated his support for Ms. Nessle to proceed.

* Grant details - Local Waterfront Revitalization Program

Ms. Hogan stated she is working with Wayne LaMothe and that he has included the Town of Johnsburg in grant writing for consolidated funding applications at the county level. Mr. LaMothe has proposed including Johnsburg in his CFA and what he is asking the town to consider including from our town specifically would be site design, trail work, site improvements, and money for an appraisal and survey on the Mill Creek property, construction drawings and site work that would further plans that were made for Riverfront Park working with the 1st Wilderness concept (specifically, bathrooms) that would help with all the other activities going on. And finally, he can include engineering for the proposed sewer. All of this would be offset by some of the value of the Mill Creek property. Mr. LaMothe said that $120K would be used from that match, and that he could use time spent by the Business Alliance and the sewer committee – their volunteer hours – as part of the match, bringing the match down to about $6K. To be clear, Mr. LaMothe is looking at going for about $400K worth of work and the town would be responsible for about $6K. This would require a resolution from the board to join the county for the consolidated funding application.

Ms. Arnheiter, Mr. Olesheski and Mr. Stevens voiced confidence in Mr. LaMothe’s work for the town.

***RESOLUTION #75-18***

Arnold Stevens motioned for a resolution to join the county in their consolidated funding application through the Local Waterfront Revitalization Program. Peter Olesheski seconded. With four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

Ms. Hogan noted that if this funding is received, it would be the next step forward toward the sewer project.

* Grant details – WIIA Grant for Water District

Supervisor Hogan stated that we have known for a long time that the water district needs many repairs. She met with Charlie Rawson last week, to review the projects again. She said the best way to pursue this is through the Environmental Facilities Corporation, which has something called a WIIA grant. Ms. Hogan asked Cedarwood what getting this grant submitted would look like. The town is looking at roughly two million dollars’ worth of repairs. Cedarwood has done this grant many times, so gave an estimate of the scope of the grant submission costing $5K. WIIA won’t cover all of the cost of repairs for the water district – there would have to be other sources of funding. Ms. Hogan suggested considering a loan. Environmental Facilities Corp. will score applications to give the town an idea of what money might be forthcoming. The higher the score, the higher the award. She said that because the town is high on the poverty scale, the score is expected to be high. Last time this particular funding was sought, the town fell into the ‘subsidized funding’ area. We have to be prepared to take out a loan or float a bond, she said, but the WIIA grant would be the first step.

Mr. Olesheski asked about the fund balance for the water district and Ms. Hogan responded that it has been greatly depleted. Ms. Arnheiter said we don’t have a choice – if the work isn’t done, the damage will get worse and repairs will cost more. Mr. Olesheski pointed out that we won’t know how much additional funding will be needed until the award, if any, is determined. Ms. Hogan said yes, both the application for the grant and the application for funding must go in at the same time. The town can turn the grant down, she said, but we are committing the $5K to ‘get in the door.’

***RESOLUTION #76-18***

Laurie Arnheiter motioned for a resolution to commit $5K for the purpose of getting a WIIA grant application in for repairs in the water district. Arnold Stevens seconded. With four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

* Appraisal of Mill Creek properties and Sullivan’s Island.

The cost of an appraisal of Mill Creek properties and Sullivan’s Island will be $1900, Ms. Hogan said. There is not currently a time constraint, so this doesn’t need to be dealt with immediately, but now the cost is known.

**Committee reports:**

* Solid Waste and Personnel – Recommendation for making transfer station position 32 hours (full time), with benefits.

Mr. Stevens explained that the employee at the transfer station has had no benefits because his work week was set at 31 hours, while a full-time position is 32 hours.

***RESOLUTION #77-18***

Mr. Stevens moved, with a second from Mr. Olesheski, to increase the hours of the transfer station employee to 32 hours, thus making that person a full-time employee eligible for benefits. Four members voted in favor, and the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

Ms. Hogan asked if the new employee rate of deduction (starting 1/1/17) for health insurance would be applied. Mr. Olesheski said that the employee has worked for the town longer than that and should be treated as a long-standing employee, so no, the new deduction rate will not apply.

***RESOLUTION #78-18***

Mr. Olesheski moved, with a second from Mr. Stevens, to treat the current transfer station employee as a long-standing employee, thereby not subjecting his health insurance to the deduction percentage which went into effect 1/1/2017.

Four members voted in favor, and the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

* Buildings, Parks and Recreation

1. Tannery Pond Building Use Agreement

Daphne Taylor explained changes in the building use agreement for Tannery Pond. Mr. Olesheski suggested that Tannery Pond should be able to update a user agreement without consent of the Town Board, and that no resolution was required.

Mr. Olesheski addressed three areas of need for maintenance at Tannery Pond. First is carpet cleaning, for which the estimate is $2278 to clean the entire building.

Second is repair to the retaining wall, with a quote from Rob Wing of Volt Landscaping of $9565, reusing blocks that are in the wall now. Ms. Hogan suggested obtaining a couple more quotes, while Mr. Olesheski recommends moving forward with Rob Wing, due to Cycle Adirondacks coming in August. Joel Beaudin stated that the wall is a hazard and needs attention. Ms. Hogan asked if Mr. Wing has committed to the work being done by August. Mr. Olesheski said no, but that he was not yet awarded the job, so was hesitant.

Third is painting the building, which Mr. Olesheski said probably would not get done before August.

***RESOLUTION #79-18***

Peter Olesheski moved to reallocate the $10K for painting Tannery Pond to wall repair (estimated at $9565 by Rob Wing of Volt Landscaping), and to use money from the fund balance (estimated at $2278) for cleaning the carpets in Tannery Pond. Arnold Stevens seconded, three members voted in favor, and the resolution is declared carried. Ayes- 3 (Stevens, Olesheski, Arnheiter) Nays- 1 (Hogan)

Ellen Schaefer asked about repair to the steps and the ramp. Mr. Olesheski spoke about resurfacing and Bob Nessle suggested tearing the steps out and replacing them. Ms. Hogan said that the Building Committee would work on the problem.

* Occupancy Tax Spring Allocations

Mr. Olesheski discussed the Occ Tax recommendations made by the committee. Ellen Schaefer asked that the Town of Johnsburg History Weekend not be held to using their allocation strictly for advertising. Ms. Hogan suggested a change in funding, to decrease NYSEF’s award from $7K to $6K, redirecting the $1K difference to Waynestock, and requiring NYSEF to put a sign on the yurt mentioning the Town of Johnsburg’s sponsorship. Mr. Olesheski explained the scoring system used by the eight Occ Tax committee members and said that giving Waynestock an award would result in two other organizations with higher scores (than Waynestock) being skipped. Ms. Hogan said that was a good point and that she was fine with the recommendations.

***RESOLUTION #80-18***

Peter Olesheski motioned the acceptance of the Occ Tax committee’s recommended awards, removing the requirement for money to be used for advertising, and requiring NYSEF to put a sign on the yurt noting Town of Johnsburg’s contribution. Laurie Arnheiter seconded, and with four members voting in favor, the resolution is declared carried. Ayes- (Hogan, 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 and have been made available to the public.

Ms. Hogan made note of Ginny Raymond being named Warren County Senior of the Year and Judy Brown named by *The Post Star* as a ‘Shining Star.’ Ms. Hogan thanked both for their service to the community.

**Supervisor’s monthly report**

***RESOLUTION #81-18***

With a motion by Mr. Olesheski to accept the Supervisor’s Monthly Report, seconded by Mr. Stevens, and four members voting in favor, the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

**Budget Amendments including budget amendment to transfer funds in account A11101 from Judge Vincent Schiavone to A11104 Judge Erik Schwenker total = $8336.25.**

***RESOLUTION #82-18***

Peter Olesheski moved and Laurie Arnheiter seconded approving budget amendments as follows:

Budget Amendments

1 Publicity CE A64104 $6,472.00

Other Taxes/County Occ Tax A1113 $6,472.00

Recognize additional Occ Tax funds available from carryover

2 Town Clerk PS A14101 $1,500.00

Contingency A19904 $1,500.00

Allocate addl funds from Contingency for Deputy Town Clerk

3 Community Servies/Outreach A89894 $17,500.00

Unassigned Appropriated Fund Balance A915 $17,500.00

To Budget for Board agreed pymt of 1/2 salary for TPC Managing Director

4 Justice CE A11104 $3,932.96

Unclassified Revenues A2770 $3,932.96

Recognize Justice Grant received

5 Justice CE A11104 $8,336.25

Justice PS A11101 $8,336.25

Move balance remaining in Justice Salary to CE to cover justice fill-in after resignation

6 Refuse/Garbage CE A81601 $2,575.00

Medical Insurance/Town PortionA90608 $3,380.00

Unassigned Appropriated Fund Balance A915 $5,955.00

Allocate funds for change in status of employee from PT to FT

7 Parks EQ A71102 $35,675.00

Unassigned Appropriated Fund Balance A915 $35,675.00

Addition to Budget for balance on Parks Truck

8 Machinery CE DA51304 $15,889.79

Insurance Recoveries DA2680 $15,889.79

Recognize Insurance Payments for Repairs to 2015 F250

Four members voted in favor, and the resolution is declared carried. Ayes- (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

Supervisor Hogan mentioned that the town will be holding an election for justice this year.

**Approval of warrants (two sets of warrants)**

***RESOLUTION #83-18***

A motion by Arnold Stevens was seconded by Peter Olesheski to accept the warrants. With 4 members voting in favor, the resolution is declared carried.

Ayes-4 (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

**General Fund** (Total $17,952.87)

**Highway Fund** (Total $14,349.86)

**Water District** (Total $1,599.52)

**Public Library Fund** (Total $1,019.67)

**Trust & Agency Fund** (Total $4,447.28)

**Total all warrants $39,369.20**

**General Fund** (Total $82,323.73)

**Highway Fund** (Total $91,151.27)

**Water District** (Total $12,497.95)

**Public Library Fund** (Total $7,675.52)

**Trust & Agency Fund** (Total $156.43)

**Total all warrants $193,804.90**

**Privilege of the Floor** –

Bob Nessle stated that before any work starts at the Ski Bowl, the board should determine the placement of the ski hut and the proposed Ski Museum.

Beth Mahar asked permission to put up a sign at Riverfront Park for the Farmer’s Market. She also asked if the market could be moved into the Kellogg Building in the case of a storm and rain. The board agreed with Ms. Hogan’s response that it would be fine, as long a no one else was using the building.

Joel Beaudin asked permission to put up signs for Cruise Night.

**Motion to enter executive session to discuss the medical, financial, credit or employment history of a particular person, and to have discussion regarding proposed, pending or current litigation.**

At 9:38 PM, Laurie Arnheiter made a motion, seconded by Arnold Stevens, to enter executive session. Four members voted in favor, and the motion is carried.

Ayes-4 (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

At 10:06 Arnold Stevens motioned to come out of executive session. The second was made by Peter Olesheski, and with 4 members voting in favor, the motion is carried. Ayes-4 (Hogan, Stevens, Olesheski, Arnheiter) Nays- 0

**Motion to adjourn** – The motion to adjourn was made by Arnold Stevens, seconded by Peter Olesheski at 10:07 p.m. With four in favor the motion is carried. (Hogan, Stevens, Olesheski, Arnheiter) Nays – 0

The next regular Town Board meeting will be held at 7:00 p.m. on July 17, 2018

at Wevertown Community Center, 2370 State Route 28 Wevertown, NY.

Prepared by:

Kathleen C. Lorah, Town Clerk