

**TOWN OF FORESTPORT
REGULAR TOWN BOARD MEETING MINUTES
FORESTPORT TOWN HALL
JANUARY 22, 2014 @ 6:30 PM**

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MEMBERS PRESENT

Councilwoman Nancy Kardash
Councilwoman Joanne Kwasniewski
Councilman Ronald Scouten
Councilman Charles Scott
Supervisor Parker Snead

MEMBERS ABSENT

Town Clerk Shelley Entwistle

CALL TO ORDER:

The meeting was called to order at 6:30 pm by Supervisor Snead. The Pledge of Allegiance was recited.

NEW BUSINESS (Public):

Forestport Athletic Association:

Rick Ritter was present on behalf of the Forestport Athletic Association. Mr. Ritter asked the board to sign the contract between the town and the Forestport Athletic Association for the Dutch Hill ball field. Mr. Ritter also explained to the board that the Little League Association has established a new rule called the 50/70 league. This means that there must be a 50ft pitcher mound and a 70ft baseline. Mr. Ritter would like the board to look into expanding the ball field in town to meet these new requirements. Discussion followed.

NEW BUISNESS (Board):

Site Review Law:

Supervisor Snead stated that the proposed Site Review Law changes are as follows:

1. Appeals Process (Article 16)
2. Violations and Penalties (Article 10, 10.4)

Supervisor Snead read the above stated changes. There were no comments from the gallery.

A motion was made by Supervisor Snead and seconded by Councilman Charles Scott to hold a Public Hearing on February 5, 2014 at 6:00pm for the

proposed changes to the Site Review Law. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

Motion for Standard Work Day and Resolution:

A motion was made by Councilwoman Nancy Kardash and seconded by Supervisor Snead to accept the following Standard Work Day and Reporting Resolution:

STANDARD WORK DAY & REPORTING RESOLUTION

BE IT RESOLVED, that the **Town of Forestport** hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk if this body:

Title	Name	Social Security Number	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participants In Employer's Time Keeping System	Number of days worked per month
Elected Officials							
Town Clerk	Shelley Entwistle			6	1/1/14-12/31/15	Y	N/A
Councilmember	Nancy Kardash			6	1/1/12-12/31/15	Y	N/A
Councilmember	Joanne Kwasniewski			6	1/1/12-12/31/15	Y	N/A
Appointed Employees							
Clerk to Town Justice	Mary Ritter			6	1/1/14-12/31/14	N	6.67
Clerk to Hwy Superintendent	Dorothy Hajdasz			6.5	1/1/14-12/31/14	Y	N/A
Bookkeeper to Supervisor	Dawn Campbell			6.5	1/1/14-12/31/14	Y	N/A
Sec. to Planning Board	Kimberley Kratzenberg			7.5	1/1/14-12/31/14	Y	N/A
Code Enforcement -PT	Bradley Smith			6	1/1/14-12/31/14	Y	N/A
Assessor - Sole	Tonya Brown			6.5	10/1/13-9/30/19	Y	N/A
Water & Wastewater Treatment Plant Operator	John Combs			6	1/1/14-12/31/14	Y	N/A

On this 22 day of January , 2014

Date enacted: January 1, 2014

(Signature of clerk)

I, **Shelley Entwistle** , clerk of the governing board of the **Town of Forestport** of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 22 day of January , 2014 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto Set my hand and the seal of the

TOWN OF FORESTPORT

Roll call vote:

Councilman Ronald Scouten – yes
 Councilwoman Nancy Kardash - yes
 Councilwoman Joanne Kwasniewski – yes
 Councilman Charles Scott – yes
 Supervisor Parker Snead –yes

Summer Recreation:

Supervisor Snead stated that the board has discussed five different options for the Summer Recreation program. These options are as follows:

1. Eliminate the program
2. Keep the program the same as years past
3. Have a three week program
4. Summer Rec be held at the Woodgate School
5. Send children to Camp Nazareth

Supervisor Snead stated that he has spoken with Victoria Paolozzi of Camp Nazareth regarding the possibility of Forestport Summer Rec children attending Camp Nazareth as an overnight program for one week during the month of July for \$350.00 per child (ages 9-15). Supervisor Snead also stated that Camp Nazareth would be available for a day camp during the month of August. Discussion ensued regarding financial feasibility.

Walter Paprock (Woodgate Library President) stated that he would like to offer a free summer program for the Summer Rec children to be held one day a week at the Library. Discussion followed regarding different ways to incorporate a Library program.

Gerry Ritter reminded the board that if they are thinking of doing a cost-share program for Summer Recreation or Senior Recreation it has to be affordable for everyone.

Supervisor Snead introduced Walter Paprock as the town's new Historian.

OLD BUSINESS:

No Business

TOWN CLERK MINUTES:

The minutes from the December 18, 2013 Town Board Meeting and the December 30, 2013 Year End Meeting were reviewed.

A motion was made by Supervisor Snead and seconded by Councilman Charles Scott to accept the minutes from the January 6, 2014 Organizational Meeting. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

ABSTRACTS:

GENERAL:

A motion was made by Supervisor Snead and seconded by Councilwoman Joanne Kwasniewski to pay Abstract #1 – Vouchers #1-55 in the amount of \$50,616.66.

Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

HIGHWAY:

A motion was made by Councilman Charles Scott and seconded by Supervisor Snead to pay Abstract #1 – Vouchers #1-13 in the amount of \$187,652.18.

Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

FIRE :

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Supervisor Snead to pay Abstract #1- Voucher # 1 (Woodgate Fire Department) in the amount of \$59,685.00. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

A motion was made by Councilwoman Nancy Kardash and seconded by Councilman Charles Scott to pay Abstract #1- Voucher # 1 (Forestport Fire Department) in the amount of \$73,145.00. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

A motion was made by Councilman Charles Scott and seconded by Supervisor Snead to pay Abstract #1- Voucher # 1 (Otter Lake Fire Department) in the amount of \$58,304.00. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

TOWN ATTORNEY'S REPORT:

No Business

TOWN CLERK'S REPORT:

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to accept the Town Clerk's monthly report. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

SUPERVISOR'S REPORT:

All board members received a copy of the Supervisor's Report.

JUSTICE REPORT:

A motion was made by Councilwoman Nancy Kardash and seconded by Supervisor Snead to accept the monthly Justice Report. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

HIGHWAY:

No Business

PLANNING:

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Supervisor Snead to accept the Planning monthly report as presented. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes

Supervisor Parker Snead –yes

A motion was made by Supervisor Snead and seconded by Councilwoman Joanne Kwasniewski to appoint Ginger Swasey to the Planning Board. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

CODES:

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Supervisor Snead to accept the Codes monthly report as presented. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

ASSESSOR'S REPORT:

Assessor Tonya Brown stated that she sent out a mass mailing to the 90 people who had not registered for the Basic Star exemption.

A motion was made by Councilwoman Nancy Kardash and seconded by Supervisor Snead to continue the practice of accepting the minimum tax paperwork required when applying for an Enhanced Star Exemption. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

A motion was made by Supervisor Snead and seconded by Councilwoman Joanne Kwasniewski to accept the Assessor's monthly report as presented. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

Supervisor Snead read the following letter from the Assessor regarding general property maintenance:

Tonya Brown, Sole Assessor

P.O. Box 36 Forestport, N.Y. 13338 Phone (315) 392-5547 / Fax (315)

392-4607 Email: Tonya@townofforestport.org

TO: Town Supervisor and Board Members

FROM: Assessor's Office

DATE: January 22, 2014

RE: General Property Maintenance

It is the policy of the Town of Forestport's current Sole Assessor to **NOT** raise any property assessments due to the fact that the property owner is, has or will be doing any general maintenance on their property. General Maintenance is defined as "preserving or upholding" what exists either by repairing or replacing the existing with updated materials but not in any way adding any additional square footage (i.e. adding or changing siding, replacing roofing, painting exterior of structure, updating windows or doors). Most General Maintenance does not require a permit of any type and therefore will not affect the property's assessed value.

Tonya Brown, Sole Assessor

Supervisor Snead stated there will be Help Desk Days for building permits on February 26th in the evening and March 1 from 10am-2pm.

ANIMAL CONTROL OFFICER'S REPORT:

A motion was made by Councilwoman Nancy Kardash and seconded by Councilman Charles Scott to accept the Animal Control monthly report as presented.

Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

RECREATION REPORT:

Greg Albright of Traskside Blazers reported that this has not been a good year for snowmobilers.

Senior Recreation:

Councilwoman Kwasniewski reported that the seniors are taking a trip to West Point on March 5th.

Senior Recreation Director Sonja Skidmore inquired if there is a limit that she can spend on trips. After some discussion, the board agreed to leave the senior trip program as is, keeping the planning and amount spent on trips up to Ms. Skidmore.

Ms. Skidmore reported that there is a Yoga class on Tuesday's and a painting class on Monday's at the Presbyterian Hall for any interested seniors. Ms. Skidmore also stated she would like to start a senior computer class taught by the Girl Scouts.

Ms. Skidmore would like the board to consider an emergency and disaster plan for seniors in the town. Councilwoman Kwasniewski stated that she and Codes Enforcement Officer Brad Smith are picking up emergency handbooks from the county to distribute to town seniors. Discussion followed. Gerry Ritter stated that these procedures should be part of the town's current Hazardous Mitigation Plan.

NOCOOG:

January announcements were reviewed.

- Tug Hill Commission Annual Local Government Conference will be held on March 27 in Watertown.
- Training for Town and Village Officials will be held on January 29, 6:30-8:30 at SUNYIT
- Hazardous Mitigation Plans to Jo-Anne Humphrey

ADJOURNMENT:

A motion was made by Supervisor Snead and seconded by Councilman Charles Scott to adjourn the meeting. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman Charles Scott – yes
Supervisor Parker Snead –yes

There being no further business, the meeting was adjourned at 8:09 pm by Supervisor Snead.

Respectfully submitted,

Shelley T. Entwistle
Forestport Town Clerk