

**TOWN OF FORESTPORT  
REGULAR TOWN BOARD MEETING MINUTES  
OTTER LAKE FIRE HALL  
JULY 16, 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.

**NEW BUSINESS (Public):**

**INVASIVE SPECIES:**

Zachary Simek of the Paul Smith's College Watershed Institute gave a detailed report on the status of invasive species within the Adirondack waterways, and methods of controlling the spread of the invasives. He stated that the state legislature has recently passed a law requiring boaters to drain all standing water from their boats and remove all plant/animal material from their boats and trailers when leaving a waterway. Additionally, all boats launching into a waterway should be dry and plant/animal free upon arrival.

**DIVISION STREET ISSUES:**

Supervisor Snead reported that the town board is acutely aware of the situation regarding a family on Division Street in the hamlet, and is working with the Oneida County Sheriff, New York State police, and the Oneida County DA to resolve the problem. Carrie Clover, a resident of Division Street was present at the meeting and stated she has had to move out of her home due to escalating issues with the neighbors. She asked the Board for their continued assistance in this matter. Supervisor Snead also stated that there was an incident with this family at town hall where they made threats and were swearing and yelling at town employees.

Both Supervisor Snead and Gerry Ritter of NOCCOG reminded residents to not engage the family in question for any reason, but to

document any and all incidents complete with time and date. Gerry also reported that the home in question will go up for auction at a tax sale on August 7<sup>th</sup> at 4:30 pm.

**NEW BUSINESS (Board):**

**RIVER ROAD CLOSURE:**

A motion was made by Supervisor Snead and seconded by Councilman Ronald Scouten to approve the closure of River Road for Old Forestport Days on August 23<sup>rd</sup> from 9am to 6pm. Roll call vote:

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

**TOWN CLERK MINUTES:**

A motion was made by Supervisor Snead and seconded by Councilwoman Nancy Kardash to accept the minutes from the June 18, 2014 Public Hearing regarding ATV's. 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 minutes from the June 18, 2014 Public Hearing regarding the Marleau property. 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 Councilman Ronald Scouten to accept the minutes from the June 18, 2014 Regular Town Board 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 to approve the Abstract #7, Vouchers 431-524 in the amount of \$82,809.65. Councilwoman Nancy Kardash stated she would like to discuss several of the vouchers in executive session, and Supervisor Snead stated he felt comfortable discussing them in open session.

Councilwoman Kardash inquired as to voucher #472 regarding the installation of trees at the boat launch. She wanted to know if the cost was part of the beautification grant from 2013, and would the town be reimbursed. Councilwoman Joanne Kwasniewski reported that the DEC should reimburse the town for the full amount. Councilman Scott inquired about voucher # 443 in regard to seed/fertilizer for the Dutch Hill ball field. He wanted to know if the Athletic Association reimburses the town for any expenses. Councilwoman Joanne Kwasniewski stated that because the ball field is town owed, the town pays for hard expenses, such as seed while the members of the Athletic Association volunteer their time for the labor.

David Ultsch inquired as to the status of the Athletic Association's finances for the purposes of determining town contributions toward the ball field. Supervisor Snead concurred and asked the Board request a copy of the Athletic Association's balance sheet for next month's town board meeting. Councilwoman Joanne Kwasniewski said she would ask the treasurer of the Association for a report.

Councilwoman Kardash then inquired as to voucher # 519 regarding the lawn care for the town properties. She wanted to know if the list of duties for the maintenance department was completed as per the Board's executive session from June so they may return to mowing the lawns without contracting the job out any further. Supervisor Snead reported the list is not close to completion at this time. David Ultsch of the gallery inquired as to the total cost and hourly rate for the subcontracted lawn care. Art Gleasman of the gallery stated that the cost according the vouchers was \$812.50 at a rate of \$65 per hour. Mr. Ultsch inquired who received the contract for the lawn care, and Supervisor Snead reported that he had hired Shelly Ritter of Ritter Lawn Care. Mr. Ultsch stated that he was under the impression that hiring subcontractors should require a bid process, and that he feels this particular action constitutes the “fleecing of Forestport”, as this cost is extravagant given the fact that the town retains two maintenance workers and because Ms. Ritter is a relative of a board member.

Supervisor Snead stated that he is within his right under the town's

procurement policy to hire out such jobs without a bid process or Board approval.

Mr. Ultsch also inquired as to the cost incurred by the town for the electrical mishap at the sewer plant, to which Supervisor Snead replied approximately \$6000, but the town's insurance will cover the cost.

Supervisor Snead stated there was a motion on the floor, and Councilman Ronald Scouten seconded the motion to approve the general abstracts. 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 Councilwoman Nancy Kardash and seconded by Supervisor Snead to pay Abstract #7 – Vouchers #185-206 in the amount of \$17,473.68. 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:**

David Ultsch inquired as to the status of a possible investigation into the Planning Clerk regarding a complaint made against her. Supervisor Snead stated there is no investigation underway or pending at this time.

#### **TOWN CLERK'S REPORT:**

A motion was made by Councilwoman Nancy Kardash and seconded by Supervisor Parker Snead 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:**

Councilman Charles Scott brought up the possibility of mandating community service for offenses rather than fines in some cases. Supervisor Snead Snead stated he would look into it.

A motion was made by Supervisor Snead and seconded by Councilwoman Nancy Kardash 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:**

Councilman Ronald Scouten reported that the Highway department is auctioning 6 pieces of their equipment on the internet currently. Anything that hasn't been purchased by the Woodsmen's Field Days in August will be available for purchase at the Woodsmen's. Councilwoman Kardash requested that the old lawn mower at the town hall be auctioned off as well. Supervisor Snead stated that he would like board approval to have Ted Daktor fix the lawn mower on his own time, which would allow him to use it for personal use. The mower would still serve as a backup mower for town hall. Gerry Ritter stated that the county will oversee municipal auctions for a fee if towns are interested.

**PLANNING:**

A motion was made by Supervisor Parker Snead and seconded by Councilman Ronald Scouten 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

Planning Chairman TJ Entwistle inquired as to the status of the Town Attorney reviewing the contract with the County regarding 239 reviews. Supervisor Snead stated that the Town Attorney is still looking into the contract.

**CODES:**

A motion was made by Supervisor Snead and seconded by Councilman Charles Scott to accept the Code'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

Councilman Scott stated the Marleau property looks good after the demolition of their unsafe structure.

Codes Officer Smith stated there are three cases slated for town court on July 29<sup>th</sup>.

He also reported that all three level new construction homes will have to have a full sprinkle system if state legislation passes.

Ray Larkin of the gallery inquired as to the status of the three properties in the village which are out of compliance at this time. Supervisor Snead reported that the owners are slated to be served with a court summons, and if served and enforced by the town justice a fine of \$250 per day will be levied.

**ASSESSOR'S REPORT:**

A motion was made by Supervisor Snead and seconded by Councilman Ronald Scouten 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

**ANIMAL CONTROL OFFICER'S REPORT:**

A motion was made by Supervisor Snead and seconded by Councilwoman Nancy Kardash to accept the Animal Control 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

## **RECREATION:**

### **Summer Recreation:**

Supervisor Snead reported that there are 27 children attending the Camp Nazareth program.

### **Youth Program:**

Supervisor Snead announced that the Library program has been moved to the Woodgate School. The Woodgate School now offers a youth program five days a week.

Juli Eisenhart of the gallery stated that she feels that the Town Board should mentor the Junior Town Board and asked that the Town Board members attend the next Junior Board meeting on July 22<sup>nd</sup> at 6:30pm. Supervisor Snead stated the junior board is in its infancy and the town board will work to grow the program.

## **NOCOCCG:**

July 2014 announcements were reviewed. In addition to the announcements in the board packet Gerry Ritter announced the following:

- There will be an increase in monies received from the county to plow county roads
- Storm related highway work may be reimbursed
- The State Comptroller has a blanket Procurement Policy to help town's form their own

## **ADJOURNMENT:**

A motion was made by Supervisor Parker Snead and seconded by Councilwoman Nancy Kardash 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 8:27pm by Supervisor Snead.

Respectfully submitted,

Shelley Entwistle  
Forestport Town Clerk



