

**TOWN OF FORESTPORT
REGULAR TOWN BOARD MEETING MINUTES
FORESTPORT TOWN HALL
AUGUST 20, 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
Town Clerk Shelley Entwistle

MEMBERS ABSENT

CALL TO ORDER:

The meeting was called to order at 6:30 pm by Supervisor Snead. Councilwoman Joanne Kwasniewski asked for a moment of silence to observe the passing of Bob Rogers.

NEW BUSINESS PUBLIC:

No comment from the public.

NEW BUSINESS (Board):

Councilwoman Kardash asked for all vouchers to be submitted by the Thursday prior to the monthly meeting.

ABSTRACTS:

GENERAL:

Councilwoman Kardash inquired as to voucher #594 in the amount of \$350.00 from Qwackle Farm for website maintenance. She wanted to know why the current invoice was not itemized as they have been in the past. Also, Councilwoman Kardash wanted to know why the total amount billed this month was considerably more than in previous months. Karen Howard of Qwackle Farm stated that itemized bills are for contractual clients only, and since the town has not signed a one year contract, they will not receive an itemized bill. Additionally, the hourly rate for non-contract clients is now \$35.00 as opposed to \$20.00. She stated she has presented a contract to Supervisor Snead for Board review, but it has not been returned. Discussion followed regarding the hourly rate and the contract. Mrs. Howard stated she will email the proposed contract to all Board members for review.

A motion was made by Supervisor Snead and seconded by Councilman Scouten to approve the general abstract #8 with the exception of Voucher # 594 (Qwackle Farm). 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 Supervisor Snead and seconded by Councilman Scott to approve abstract #8, vouchers # 207-251 in the amount of \$70,312.20. Roll call vote:

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

HUD HOUSING:

A motion was made by Supervisor Snead and seconded by Councilwoman Kardash to approve abstract # 8, voucher # 1 in the amount of \$2,000.00. Roll call vote:

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

TOWN CLERK MINUTES:

A motion was made by Supervisor Snead and seconded by Councilman Scott to accept the minutes from the July 16, 2014 Public Hearing regarding the closure of River Road. 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 Scouten to accept the minutes from the July 16, 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

A motion was made by Supervisor Snead and seconded by Councilwoman Kardash to accept the minutes from the July 29, 2014 Special Board Meeting (financial matters). 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:

Supervisor Snead reported that the Town Attorney has been working on noncompliant properties in town.

TOWN CLERK'S REPORT:

A motion was made by Councilwoman Kardash and seconded by Supervisor 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:

Supervisor Snead reported that the Scouten field is being used after

all the improvements, and that the boat launches are also being used frequently.

Councilman Scott inquired about the possibility of using the Scouten field for Tee-Ball and Minor League baseball. Despite the likelihood of high costs to bring the field up to standards, he'd like to investigate the cost.

Supervisor Snead stated he wants the maintenance people working on projects during the summer months rather than mowing. Councilwoman Kardash stated she'd like to see the mowing contract go out for bid next season if Supervisor Snead intends to continue subcontracting the mowing of town properties.

David Ultsch inquired about the liability insurance for the current mowing contractors. Supervisor Snead reported that while not on file with the town, he has seen a copy of the contractor's liability insurance.

JUSTICE REPORT:

A motion was made by Supervisor Snead and seconded by Councilwoman Kwasniewski 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:

The Highway Department is currently sealing town roads and filling in erosion at the River Road boat launch.

PLANNING:

A motion was made by Supervisor Snead and seconded by Councilwoman Kwasniewski 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 presented changes to the Planning Board's Policies and Procedures regarding the process for getting on the monthly agenda. He stated that the changes need Town Board approval to take effect. Councilwoman Kwasniewski stated she'd like to table the matter

so the Board can review the changes.

CODES:

A motion was made by Supervisor Snead and seconded by Councilwoman Kardash 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

Codes Officer Smith reported that the septic issue at a property in the village is being addressed through a HUD grant. However, he also stated that repayment of the grant is necessary.

ASSESSOR'S REPORT:

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

- Councilman Ronald Scouten – yes
- Councilwoman Nancy Kardash - yes
- Councilwoman Joanne Kwasniewski – abstained (name in report)
- Councilman Charles Scott – yes
- Supervisor Parker Snead –yes

ANIMAL CONTROL OFFICER'S REPORT:

A motion was made by Supervisor Snead and seconded by Councilwoman 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:

Senior Recreation:

Councilwoman Kwasniewski stated that the seniors are really

enjoying the senior program.

Summer Recreation:

Supervisor Snead stated that the Camp Nazareth program went very well and the kids seemed to enjoy camp life.

Youth Program:

Supervisor Snead announced that the last day of the youth program will be August 21st. He thanked the summer counselors and the Howards for their help with the town youth program.

Councilman Scott inquired if the Woodgate School will continue to have WIFI throughout the winter months. The board will look into this.

NOCOOG:

August 2014 announcements were reviewed.

EXECUTIVE SESSION:

A motion was made by Supervisor Snead and seconded by Councilwoman Kardash to retire into Executive Session at 7:26pm regarding a personnel matter in the Assessor's office. Roll call vote:

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

The board returned at 7:50pm with action taken.

A motion was made by Councilwoman Kardash and seconded by Councilman Scott to change the Assessors office hours to Monday, Tuesday and Thursday 9am-4pm. Wednesday and Friday she will be accessible by phone. The new hours will begin on September 1, 2014. 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 Scott to make the Codes Enforcement Officer accessible by cell phone when not in the office and to leave the cell phone number on the office door. Roll call vote:

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

ADJOURNMENT:

A motion was made by Supervisor Snead and seconded by Councilwoman 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 7:52pm by Supervisor Snead.

Respectfully submitted,

Shelley Entwistle
Forestport Town Clerk