

**Minutes of the Town of Johnsbury  
Regular Meeting  
Tannery Pond Community Center, North Creek, NY  
November 17, 2015**

Minutes of the of the Town Board of the Town of Johnsbury held on Tuesday November 17, 2015 at 7:00 PM at the Tannery Pond Community Center, North Creek, NY.

Supervisor Vanselow called the meeting to order at 7 p.m. and the pledge to the flag was led by Supervisor Vanselow.

PRESENT: Ronald Vanselow -- Supervisor  
Eugene Arsenault -- Councilman  
Peter Olesheski, Jr -- Councilman  
Katharine Nightingale -- Councilwoman  
Jo A Smith -- Town Clerk

ABSENT: Arnold Stevens -- Councilman

**APPROVAL OF MINUTES FOR PUBLIC HEARING ON FIRE PROTECTION AND BUDGET FOR 2016 AND REGULAR MEETING November 5, 2015**

***RESOLUTION #129-15***

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to accept the minutes of the Public Hearing on Fire Protection and Budget for 2016 and Regular Town Board Meeting November 5, 2015, as written.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**CORRESPONDENCE:**

**Town Clerk - Jo A Smith - Petty Cash**

I am requesting to have an additional \$50.00 petty cash fund which will give my office \$100.00 for making change for trash stickers and for tax bills. (Town Law, § 64(1-a)).

**Kelly Nettle - JYC**

Has attached a report from the JYC to the town board for the month of November. The committee decided that sending a written report each month to the board would perhaps keep them better informed as to what is going on. I made four verbal reports last year but that didn't

seem to help too much--so maybe this will work better. This report will contain programming updates and any recommendations that the JYC thinks the town board should consider and decide upon. This first one has several recommendations. They do not have to be decided at Tuesday's meeting--but at least they will have the information and be able to deal with it at a December meeting. The rest of the hiring recommendations will be made by the directors themselves, not the committee. So, although I know there are letters from Phil and Anna re YP in already--Ann will be dealing directly with those come January once she is appointed by the town board. Also attached is a copy of the hiring protocols that we have developed and urge the board to adopt. This has put it all in writing so that everyone knows and understands their responsibility. This is something that Ron had asked us for; however, we won't consider it a working document until it is accepted by the board. **JYC REPORT TO TOWN BOARD - NOVEMBER, 2015 - Current Programming update:** After School Art Club held at JCS with artist, Kate Hartley for 2-6<sup>th</sup> graders - Geocaching activity on weekend with Rick Morse (completed). - Indoor rock climbing at various venues with Andrea Hogan for ages 10-18 (JYC partner with TREKS) - Trip to Adirondack Public Observatory in Tupper Lake for telescope fun - grades 4-8 - Zumba and health snacks for 10 kids 2<sup>nd</sup>--6<sup>th</sup> grades after school - Two soccer teams at Dome for several weeks - ATLAS (leadership program) for teens; five month program - **Recommendations to Town Board from JYC:** Recommend accepting the hiring protocols drafted by committee as a guide to hiring staff for summer and winter programs. (See attached.) - Recommend that the board hire Ann Dingman as 2016 YP winter ski lessons director and YP summer program director. - Recommend that the town board hire Sue Hayden as 2016 Swim Director. - Recommend that the town board continues to engage Kate Hartley as the JYC consultant for School Year Activities Coordinator. - Recommend that the town board consider the following dates for the 2016 summer YP and swim programs: July 5-August 12. **JYC Hiring Protocols - Accepted by JYC November 9, 2015; to be recommended to Town Board - Personnel and Budget -** JYC, with program directors' input, determines the next year's calendar and annual costs by September meeting - Payroll costs - Projected program and costs - Town blocks out dates for JYC property use during the calendar year - Town Clerk advertises for Director positions by October - School Year Activities Coordinator - Summer YP program - Swim Instruction program - Interviews for Director positions held November-December with recommendations made to Town Board prior to first January meeting (organizational meeting) - New applicants interviewed by JYC - Letter of intent by former employee may be submitted to JYC - Recommendation of extending position for two years may be made to Town Board. - Directors notified by Town of employment and salary - Directors responsible for hiring others to carry out the program - Advertises, interviews, recommends to the Town Board - YP adult staff hired by March - YP (Assistant Director, bus driver, Arts 'n Crafts, 2 adult counselors) - Swim Program (Lifeguards) - Notification letter sent by Town to each hire with program dates, and pay rate - Director puts out applications in JCS for counselors in April - Letters of intent accepted -

New counselors interviewed by director - Recommendations to Town Board by May - Students notified by letter from Town with program dates and pay

**Letter from Philip and Ann Goodman Dated November 5, 2015**

Anna and I would like to continue serving the Town of Johnsburg's Summer Youth Program as we have over the past twenty years or so. I (Philip Goodman) would like to continue as the programs Assistant Director and my wife Anna Goodman would like to continue as a Bus Driver (morning and afternoon) and program Counselor. My First Aid and CPR/AED training are up to date, and Anna's COL Bus Driving License with DOT certification is also current including required up to date refreshers. We believe that we do a good job, and we continue to enjoy working with both the children and the staff who are a part of the program. We appreciate your consideration.

**Letter from Ann Dingman dated October 20, 2015**

I would like to continue serving the Town of Johnsburg as the Youth Program Director. Both the summer youth program and the ski lessons at Gore provide excellent opportunities for the children of Johnsburg, and I am proud to be a part of both. With over twenty years of experience, I have a good understanding of what programs will work well, while also being conscious and considerate of how tax payer's money is spent. I enjoy working with the children, the summer staff and the Gore Mountain instructors. I have the first-aid required by the Department of Health to be an on-site health director for a day camp. I also have the experience to be a camp aquatics director. If hired I will take the lifeguard management course required by the OOH to take children on field trips involving water activities. I will update my lifeguard training and water safety instruction (or YMCA equivalent), also required to continue water related field trips, if no other hired staff is qualified. I am willing to work with the Youth Committee in an effort to develop and especially to protect the programs that work so well. Thank you for your consideration.

**Town Clerk - Jo A Smith - Petty Cash**

Supervisor Vanselow asked the Board if they would honor the request from the Town Clerk.

***RESOLUTION #130-15***

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to accept and approve additional \$50.00 petty cash fund for the Town Clerk's office.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**COMMITTEE REPORTS:**

**OLD BUSINESS:**

**ORDA / Ski Bowl Discussion**

Ms. Nightingale stated that the Parks Committee met with Mr. Mike Pratt and they had a productive meeting on amending the contract, parking, snow removal, and future development of the Ski Bowl Park area. Discussions will be on going with the Friends of the Park, Highway Superintendent, Parks Superintendent, and any other interested parties.

**NEW BUSINESS:**

**SUPERVISOR MONTHLY REPORT**

Supervisor Vanselow noted that the Supervisors Monthly report for October 2015 is in the boards packets.

**RESOLUTION # 131-15**

Mr. Arsenault presented the following resolution and moved its passage with a second from Mr. Olesheski to accept and approve the Supervisors Monthly report for October 2015.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**CREATE RESERVE ACCOUNTS FOR HIGHWAY DEPARTMENT**

Mr. Hitchcock stated that he liked the General Resolution that is in the Boards Packed and would like to go with that for the set up of Equipment Fund and Capital Projects. Mr. Hitchcock also stated that he had spoken with the two property owners on each side of the Garnet Lake Bridge which is in need of replacement and they are ok with them encroaching on their property and removal of trees for a temp bridge. Mr. Hitchcock went on to state that he had e-mailed the Board with information on Portable Bridges and the pricing on renting and buying. Rental would be forty thousand and buying one would be fifty thousand. Mr. Olesheski, Ms. Nightingale and Mr. Arsenault all stated it would be more feasible to purchase the bridge. Mr. Olesheski also stated that he would like to see a contract between the land owners and the town giving the Town permission to encroach and the removal of trees. Mr. Hitchcock also stated that he has found another Oshkosh truck which he would use on some of the seasonal roads this winter for plowing and sanding, it has low miles and he would like to purchase it. The boards consensus was if he can get a good deal on it and he should get it. It was also discussed that they need to have a meeting to go over funding, etc for everything that the Highway Department is in need of at this time. It was agreed upon to meet at the Highway Department at 3:00 pm on Wednesday (November 18, 2016).

***RESOLUTION # 132-15***

Mr. Olesheski presented the following resolution and moved its passage with a second from Mr. Arsenault to accept and approve the Purchase of a Portable Bridge from Matrax in the amount of \$50,000 and to allow the Highway Department to proceed with tree removal and other necessary work to be able to install the portable bridge on Garnet Lake Road.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**CREATE COURT CLERK POSITION**

Supervisor Vanselow stated that the Clerk is awaiting phone calls about the Term of Office and who's appointment it is.

**SANDPIT EXPLORATION COST - GOODMAN PROPERTY**

Supervisor Vanselow explained to the Board that it would be about \$12,500 for 6 test holes on the Goodman Property to find out the quality on the sand and if it is suitable for skid control and the depth of the sand. The Goodman Property is located at the Corners of Garnet Lake and Park Road and is about 10 acres, the original discussion which was a few years ago, was to pay for the lot in cash and to also transfer a town parcel of 48 acres which is located at the Glen.

***RESOLUTION # 133-15***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Nightingale to accept and approve the drilling of test holes on the Goodman Property in the amount of \$12,500 and to authorize Supervisor Vanselow to sign all necessary documents.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**UPDATE ON PARK**

Supervisor Vanselow stated that he has tried repeatedly to reach Mr. Garmaldi regarding the park and still hasn't found him in his office.

**LEASE ON FRONT STREET**

Supervisor Vanselow stated that it is time to sign the lease agreement with Front Street again. Mr. David Crikelair asked if there was any updates on the Master Agreement. Supervisor Vanselow stated that since the Town has received a letter from Mr. Crikelairs attorney stating that the Town is in Breach of its obligations, the Towns Attorney has

advised Supervisor Vanselow not to speak with Mr. Crikelair on this topic, that it is between the Attorneys at this time.

***RESOLUTION # 134-15***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Nightingale to accept and approve the lease with Front Street and to authorize Supervisor Vanselow to sign all necessary documents.

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**MOTION TO PAY WARRANTS**

Supervisor Vanselow asked for a motion to pay the warrants.

***RESOLUTION # 135-15***

Mr. Arsenault presented the following resolution and moved its passage with a second from Ms. Nightingale to accept the following certified bills and to pay the following certified bills, which have been reviewed by the board members:

***November 17, 2015***

***General Fund*** (Total \$35,198.70) - Claims # 15-981 to 15-1009; 15-1031; 15-1033

***Highway Fund*** (Total \$17,477.16) - Claims #15-1009 to 15-1021; 15-1031; 15-1037

***Fire Protection District*** (Total \$ 39.24) Claims #15-1025

***Water District Fund*** (Total \$10,460.00) Claims # 15-985; 15-1022 to 15-1024; 15-1031

***Public Library*** (Total \$1,877.12) Claims #15-1026 to 15-1031

***Trust & Agency*** (Total \$3,399.12) Claims #15-1031

**Total all warrants \$68,451.34**

With 4 members voting in favor, the resolution is declared carried. Ayes-4 (Arsenault, Olesheski, Nightingale, Vanselow) Nays- 0

**PRIVILEGE OF THE FLOOR**

Ms. Nettle stated that she was in hopes of having the Youth Program Directors in place for January and that the Town Board would except their recommendation on the Hiring protocol. Mr. Olesheski asked why Ms. Hartleys position wasn't advertised and how can she be on the committee and also get paid? Ms. Nettle stated that Ms. Hartley's position was the only one that wasn't advertised for.

Mr. Nettle stated that we should give Mr. Hitchcock a million dollars - he is underfunded - borrow the money - just get the bridges and roads fixed. Mr. Nettle also stated that the county should put money in ORDA.

On motion of Mr. Arsenault and seconded Ms. Nightingale the meeting was adjourned at 8:30 p.m.

The next regular Town Board meeting will be held at 7:00 p.m. on Tuesday December 1, 2015 at Wevertown Community Center, Wevertown, New York.

Prepared by Jo A Smith, Town Clerk

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