

MINUTES OF THE TOWN OF FORT EDWARD TOWN BOARD ORGANIZATIONAL MEETING AND REGULAR MEETING HELD ON MONDAY, JANUARY 11, 2016 AT TOWN HALL COMMENCING AT 7:00PM

Supervisor Suprenant called the meeting to order at 7:00pm

Pledge of Allegiance

PRESENT: Supervisor Suprenant
Councilman Orsini - ABSENT
Councilman Middleton
Councilman Mercier
Councilman Fisher

OTHERS PRESENT: Brian Brockway, Todd Humiston, Mary-Ellen Stockwell, Darlene DeVoe, Jeannie Mullen, Richard Belden

APPROVAL OF MINUTES: MOTION by Councilman Fisher, Seconded by Councilman Mercier to approve the minutes of the end of year meeting on December 21, 2015 **ALL AYES**

APPROVAL OF REPORTS: MOTION by Councilman Middleton, Seconded by Councilman Mercier to approve the reports of the Town Clerk monthly, Town Clerk Annual, Town Tax Collector Annual, Town Justice, Building Inspector, Highway and Supervisor as submitted **ALL AYES**

COMMITTEE REPORTS:

The following report was submitted by Grant Coordinator Darlene DeVoe for January, 2016:

Grant Coordinator Report for January 2016

Submitted by Darlene DeVoe 1/11/2016

Former Grand Union Brownfield Redevelopment Project

Our team managed to pull together and get the Certificate of Completion from the NYS DEC!!! The amount of work that everyone has put into accomplishing this is staggering.

The project is now in the cross-over stage between the environmental work and the utility installation / pad prep work. We have a meeting tomorrow with the Developers, DA Collins, CT Male and Bohler Engineering. The latest schedules (with and without a Winter Shut-down) and budgets will determine the Pad Prep contract going forward between 354 Broadway LLC and DA Collins.

Please know that I am begging everyone I know to help get this EPA grant closed-out so that the property sale can be finalized. Kirk has sent them the BCP CoC, the FER, the SMP, and asked that this submission fulfill the SIP submitted to and approved by them. It is important to note that this is not required by the EPA for our grant. This is a courtesy to the Developers who are looking for a sign-off from the EPA despite having the NYS DEC CoC. The DEC oversaw this cleanup project after the EPA deferred to them to do so. Having the EPA write a sign-off letter for a cleanup that they didn't oversee is not likely but hopefully submitting these documents will satisfy the SIP and not cause a delay in having the grant close-out letter issued.

I am in the process of preparing the National Grid grant reimbursement paperwork which will fulfill the Town's grant and BCP commitments to 354 Broadway LLC. The DAC Pay App #3 fulfills the \$1.2 million required to get the \$300k.

Site work for utility installation began on 1/6/2016. Also, National Grid will be moving a pole on site approximately 25'. This expense was paid by the Developer directly.

The application and final plans were submitted to DOT for the traffic light work to begin. The Golub Corporation would like the signal to be operational while their new Market 32 store is under construction this summer.

BOA Step 3 –

I met with Jim Thatcher to review the Route 4 truck route feedback from the Board and WCC.

We are working on the Route 196 access road transfer which has a lot of different components but hopefully we will have the right people at the next meeting to get the details handled and the deal done. This must get done soon to assist in development activity for the new Fort Edward Inter Modal Facility and Industrial Park.

The Market 32 project is making the Route 4 corridor more attractive to retail and service based businesses and I recommend working with the Fort Edward LDC and the Chamber of Commerce to put together a comprehensive list of available properties and as much detail on them as possible. Remember that these properties are all in our NYS Designated BOA and are eligible for credits on any significant cleanup or improvements made to make them productive parcels for the community.

EPA Petroleum Assessment Grant -

The Phase 2 Environmental Site Assessment for 1099 Burgoyne Avenue is underway. We have now been updated with a new sampling plan which will increase the cost but provide us with keen insight as to any potential work that must be done prior to redevelopment.

These costs will be covered by our grant.

HOME 2013 –

I am extremely pleased to report that we have a solid base of Contractors for the program to kick off and am collecting their required insurance and qualifications.

Working with Jim Thatcher has proved beneficial (as always) and we have new forms for homeowners to fill out that are actually easier to understand for them and easier to use for us. Applications will be available in the Town and Village offices beginning on 1/19/2016!

Community Planning –

The Town Master Plan review notes from the Committee Meetings are attached, along with the schedule for preparing the Draft Plan.

Champlain Canalway Trail –

I provided the certified resolution to the CCT Committee and they thanked the Board. They are curious about the bridge being closed/removed and if there is any possibility to make it available for recreational use. Noone seems to have details on this project from this group. Perhaps Superintendent Brockway has some insight on the matter?

AOT Conference

The 2016 Association of Towns conference is February 14-17 in NYC. Currently, Supervisor Suprenant, Councilman Fisher and I are planning to attend. These costs will be covered by the EPA Petroleum Assessment Grant. I am hoping to confirm the Town Clerk and Assessor will be able to attend as well.

MOTION by Councilman Mercier, Seconded by Councilman Middleton to approve Councilman Fisher, Supervisor Suprenant, Darlene DeVoe, Town Clerk and Assessor to attend the Association of Towns Conference in February **ALL AYES**

APPROVAL OF BILLS: MOTION Councilman Middleton, Seconded by Councilman Mercier to approve abstract #1 of 2016

ABSTRACT #1

GENERAL A – 5331-5333, 5337-5354	\$ 79,441.88
GENERAL B – 5355-5360	\$ 17,291.46
HIGHWAY – 5361-5364	\$ 1,706.12
MUNICIPAL – 5365-5371	\$ 2,375.40
SPECIAL LIGHTING – 5334-5335	\$ 2,623.81
SPECIAL WATER – 5336,5372-5373	\$ 1,999.59
SPECIAL WATER 2 – 5374-5375	\$ 274.28
EPA PET 2 – 36-37	\$ 660.50
BOA STEP 3 – 10-11	\$ 2,825.00
EPA CLEANUP – 3-5	\$ 9,246.95
VERIZON ESCROW – 7	\$ 671.50
354 BROADWAY – 10-12	\$450,400.11
CONSOLIDATED B OF H - 1	\$ 1,800.00

TOTAL: \$571,316.60

RESOLUTIONS:

RESOLUTION NUMBER 1 OF 2016

MOTION BY COUNCILMAN FISHER

SECONDED BY COUNCILMAN MERCIER

SECONDED BY

POSITION	NAME	SALARY
Town Engineer	CT Male	To be determined
Town Attorney	Mary Ellen E. Stockwell	\$140.00 per Hour
Health Officer	Dr. David Foote	\$1,800 paid by Con. Board of Health
Town Accountant	Richard Dinolfo, CPA	As Needed
Grant & Planning Consultants	C.T. Male Associates	As Needed
Grant Project Coordinator	Darlene DeVoe	\$13,868
Building Inspector	Matthew French	\$23.12 Per Hour
Zoning Officer	Ed Stimpson	\$20.00 Per Hour
Historian	R.Paul McCarty	\$ 1,300
Swimming Pool Director	Kristine Geer	\$ 4,200
Supervisor's Clerk/ Account Clerk	Peter Ives	\$18,000
Deputy Town Clerk	Elizabeth O'Leary	\$27,143
Registrar of Vital Statistics	Aimee Mahoney	\$3,230

Deputy Highway Superintendent & MEO	Frank Colvin	plus \$.50 per Hour \$1.00 Mechanic
Water Dist. #1 Superintendent	Brian Brockway	\$ 4,000
Water Operator District #2	Brian Brockway	\$ 2,000
Water Operator	Frank Colvin	\$ 1,040
Water Operator	William Gosline	\$ 1,040
Budget Officer	Mitchell Suprenant	0
Justice Clerk	Sharon Underwood	Contract-\$23,770
Deputy Supervisor	Terry Middleton	0
Assessor	Roseanne Lemery	\$ 16,850
Assessors Clerk's	Betty LaFay	\$ 14.35 per Hour
Zoning Board	Members	\$ 35.00 per Mtg
	Chairman	\$ 40.00 per Mtg
Zoning Board Clerk	Aimee Mahoney	\$ 691.00
Planning Board	Members	\$35.00 per Mtg
	Chairman	\$40.00 per Mtg
Planning Board Clerk	Aimee Mahoney	\$3,461.00

ELECTED OFFICIALS

Supervisor	Mitchell Suprenant Jr.	\$10,500
Town Justice	Joseph Malvuccio.	\$15,000
Town Clerk/Collector	Aimee Mahoney	\$40,754
Superintendent of Highway	Brian Brockway	\$64,815
Town Councilman	Neal Orsini	\$4,325
	Tim Fisher	\$4,325
	Terry Middleton	\$4,325
	Richard Mercier	\$4,325

CONTRACTS

Historical Association Contract		\$10,000
Library Contract		\$ 7,500
FESTA		\$12,700
Union Cemetery		\$ 4,500
Riverside Cemetery		\$ 500
Todd Humiston	Dog Control	\$12,522
Village & Town Municipal Building		\$20,000
Village Recreation		\$ 7,500
Rogers Island Development Alliance		\$41,000
Little Theater on the Farm		\$ 500
Raptor Fest		\$ 250
Kingsbury/Fort Edward Senior Citizens		\$ 4,500
Greater Glens Falls Transit Authority		\$ 3,387
Under Review	Municipal Cleaning	\$150.00/ Week
Petty Cash	Town Clerk/Collector	\$200

	Town Justice	\$100
	Supervisor's Clerk	\$ 50
Mileage Allowance	Federal Rate	\$.50 per Mile
Official Newspaper	Glens Falls Post Star	
Official Holiday	New Year's Day	
	Martin Luther King Day	
	President's Day	
	Good Friday	
	Memorial Day	
	Fourth of July	
	Labor Day	
	Columbus Day	
	Election Day	
	Veteran's Day	
	Thanksgiving and Day After	
	Christmas Eve	
	Christmas Day	
	Floating Holiday	

Town Board Meetings will be held on the second Monday of each month beginning at 7:00 P.M.
 Audit Committee will meet 1/2 hour before monthly meeting.

Liaison Committee:

- Planning Board** - Councilman Middleton
- Zoning Board** - Councilman Fisher
- Board of Assessment Review** - Councilman Mercier
- Rogers Island Heritage Development Alliance** - Councilman Orsini
- Cultural Resources** - Councilman Orsini
- EPA Community Advisory Group** - Councilman Orsini
- L.I.F.E. Committee**- Councilman Fisher

Committees:

- BUILDING**- Fisher - Middleton
- INSURANCE**- Orsini- Mercier
- HIGHWAY**- Middleton- Fisher
- RECREATION**-Fisher - Middleton
- LIGHTING & WATER** - Mercier- Orsini
- AUDIT**- Full Board
- POLICIES & PROCEDURES**- Orsini- Middleton

TOWN CLERK'S OFFICE HOURS - Monday through Friday 8:00 AM - 4:00 PM
 Evenings by Appointment

ASSESSOR'S HOURS- Wednesday & Thursday 8:00 AM – 2:00 PM

BUILDING INSPECTOR HOURS- Wednesday 8:00 AM – 12:00 Noon
 or as needed.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher - AYE

RESOLUTION NUMBER 2 OF 2016

MOTION BY COUNCILMAN MIDDLETON

SECONDED BY COUNCILMAN MERCIER

PURCHASING POLICY

WHEREAS, the Fort Edward Town Board does hereby adopt the following Purchasing Policy;

This resolution sets forth the policies and procedures of the Town of Fort Edward to meet the requirements of General Municipal Law, Section 104-b.

Goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys, in the best interest of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, extravagance, fraud and corruption. To further these objectives, the governing board is adopting internal policies and procedures covering all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of the General Municipal Law, Section 103 or of any other general, special or local law.

The policy for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law is as follows:

Purchase Contracts above	\$10,000.00
Public Works Contracts above	\$20,000.00

Except for procurements made pursuant to General Municipal Law, Section 103 (3) or Section 014, State Finance Law, Section 175-b, Correction Law, Section 186, of the items excepted herein, alternative proposals or quotations for goods and services shall be secured by use of written requests for proposals, written quotations, verbal quotations, or any other method of procurement which furthers the purpose of General Municipal Law, Section 104-b.

The methods of procurement to be used are as follows:

	Verbal Quotes			Written Quotes		
	0	3	3+	3	3+	RFP
OTHER						
PURCHASE CONTRACTS						
Under \$100	x					
\$100 - \$499	x					
\$500 - \$999		x				
\$1000-\$4999				x		
\$5000-\$9999					x	
PUBLIC WORKS CONTRACTS						
Under - \$1000	x					

\$1000 - \$4999	x	
\$5000 - \$9999		x
\$10000-\$19999		x
EMERGENCIES		x
INSURANCE		x
PROFESSIONAL SERVICES		x
STATE CONTRACT -- NO QUOTES		

Whenever any contract is awarded to other than the lowest responsible dollar offerer, the reasons such award was made must be documented.

The board sets forth the following circumstances when, or types of procurements for which, in the sole discretion of the government body, the solicitation or alternative proposals or quotations will not be in the best interest of the Town of Fort Edward:

1. Emergencies where time is a crucial factor.
2. Procurements for which there is no possible competition.
3. Procurements of professional services which because of the confidential nature of the services, do not lend them to procurement through solicitation.
4. Very small procurements for which solicitations of competition would not be cost effective.

Comments concerning the policies and procedures shall be solicited from officers of the political subdivisions or district therein involved in the procurement process prior to the enactment of the policies and procedures, and will be solicited from time to time hereafter.

The governing board shall annually review these policies and procedures. The Supervisor shall be responsible for conducting an annual review of the procurement policy and for an evaluation of the internal control structure established to ensure compliance with the procurement policy.

The unintentional failure to fully comply with the provisions of this General Municipal Law, Section 104-b shall not be grounds to void action taken or give rise to a cause of action against the Town of Fort Edward or any officer or employee thereof.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 3 OF 2016

MOTION BY COUNCILMAN FISHER

SECONDED BY COUNCILMAN MIDDLETON

CASH MANAGEMENT AND INVESTMENT POLICIES AND PROCEDURES

WHEREAS, The Fort Edward Town Board does hereby adopt the following investment policies;

The objectives of the Investment Policy of the Town of Fort Edward are to minimize risk; to insure that investments mature when the cash is required to finance operation; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceeds of obligation and reserve funds in:

- Certificates of Deposit issued by a bank or trust company authorized to do business in New York State;
- Time Deposit Accounts in a bank or trust company authorized to do business in New York State;

- Obligations of New York State;
- In Repurchase Agreements involving the purchase and sale of direct obligations of the United States;

ALL funds except Reserve Fund may be invested in:

- Obligations of agencies of the federal government if principle and interest is guaranteed by the United States.
- With the approval of the State Comptroller, in Revenue Anticipation Notes or Tax Anticipation Notes of other local governments.

Only reserve fund may be invested in:

- Obligations of the Local Government.

All other Local Government officials receiving money in their official capacity must deposit such funds in negotiable order of withdrawal accounts.

All investments made pursuant to this investment policy shall comply with the following conditions:

1. COLLATERAL

a. Certificates of deposit shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligation of New York State or obligations of the United States or obligations of federal agencies the principal and interest of which guaranteed by the United States, or obligations of New York State local governments. Collateral shall be delivered to the Local Government or a Custodial into a Custodial Bank with which the Local Government has entered into a Custodial Agreement. The market value of collateral shall at all times equal or exceed the principal amount of the certificate of deposit. Collateral shall be monitored no less frequently than weekly, and market value shall mean the bid or closing price as quoted in the Wall Street Journal or as quoted by another recognized pricing service.

b. Securities purchased through a repurchase agreement shall be valued to market at least weekly.

c. Collateral shall not be required with respect to the direct purchase of obligations of New York State, obligations of the United States, and obligations of federal agencies the principal and interest of which are guaranteed by the United States Government.

2. DELIVERY OF SECURITIES.

a. Repurchase Agreements. Every Repurchase Agreement shall provide for payment to the seller only upon the seller's delivery of obligations of the United States to the Custodial Bank designated by the Local Government, or in the case of a book entry transaction, when the obligations of the United States are credited to the custodian's Federal Reserve Bank account. The seller shall not be entitled to substitute securities. Repurchase Agreements shall be for periods of 30 days or less. The Custodial Bank Shall confirm all transactions in writing to insure that the Local Government's ownership of the securities is properly reflected on the records of the Custodial Bank.

b. Payment shall be made by or on behalf of the Local Government for obligations of New York State, obligations the principal and interest of which are guaranteed by the United States, United States Obligations, certificates of deposit, and other purchased securities upon the delivery thereof to the custodial bank, or in the case of a book entry transaction, when the purchased securities are credited to the Custodial Bank's Federal Reserve System account. All transactions shall be confirmed in writing.

3. WRITTEN CONTRACTS.

Written contracts are required for Repurchase Agreement, certificate of deposit, and custodial undertakings. With respect to the purchase of obligations of U.S., New York State, or other governmental entities, etc. in which monies may be invested, the interests of the Local Government will be adequately protected by conditioning payments on the physical delivery of purchased securities to the Local Government or Custodian, or in the case of book entry transaction, on the crediting of purchased securities to the Custodian's Federal Reserve System account. All purchases will be confirmed in writing to the Local Government.

It is therefore, the policy of the Local government, to require written contracts as follows.

a. Written contracts shall be required for all Repurchase Agreements. Only credit worthy banks and primary reporting dealers shall be qualified to enter into a Repurchase Agreement with the Local Government. The written contract shall provide that only obligations of the United States may be purchased, and the Local Government shall make payment upon delivery of the securities of appropriate book entry of the purchase securities. No specific repurchase agreement shall be entered into unless a master repurchase agreement has been executed between the Local Government and the trading partners. While the term of the master repurchase agreement may be for a reasonable length of time, a specific repurchase agreement shall not exceed thirty (30) days.

b. Written contracts shall be required for the purchase of all certificates of deposit.

c. A written contract shall be required with the Custodial Bank.

4. DESIGNATION OF CUSTODIAL BANK.

1. Custodial Bank. The Glens Falls National Bank chartered by the State of New York is designated to act as Custodial Bank of the Local Government's investments. However, securities may not be purchased through a Repurchase Agreement with the Custodial Bank.

5. FINANCIAL STRENGTH OF INSTITUTIONS.

All trading partners must be credit worthy. Their financial statements must be reviewed at least annually by the Chief Fiscal Officer to determine satisfactory financial strength or the chief fiscal officer may use credit rating agencies to determine credit worthiness of trading partners. Concentration of investments in financial institutions should be avoided. The general rule is not to place more than \$400,000 in overnight investments with any one institution.

Investments in time deposits and certificates of deposit are to be made with banks or trust companies. Their annual reports must be reviewed by the Chief Fiscal Officer to determine satisfactory financial strength.

When purchasing eligible securities the seller shall be required to deliver the securities to our Custodial Bank.

Repurchase agreements shall be entered into only with banks or trust companies or registered and primary reporting dealers in government securities. Sound credit judgments must be made with respects to trading partners in repurchase agreements. It is not assumed that inclusion on a list of the Federal Reserve is automatically adequate evidence of credit worthiness.

Repurchase agreements should not be entered into with undercapitalized trading firms.

A margin of 5% or higher of the market value of purchased securities in repurchase agreements must be maintained.

6. OPERATIONS, AUDIT, AND REPORTING.

- The chief fiscal officer or the deputy chief fiscal officer shall authorize the purchase and sale of all securities and execute contracts for Repurchase Agreements and certificates of deposit on behalf of the Local government. Oral discretions concerning the purchase or sale of securities shall be confirmed in writing. The Local Government shall pay for purchased securities upon the delivery of book entry thereof.
- The Local Government will encourage the purchase and sale of securities and certificates of deposit through a competitive or negotiated process involving telephone solicitation of at least three bids for each transaction.
- At the time independent auditors conduct the annual audit of the accounts and financial affairs of the Local Government for compliance with the provisions of these investment Guidelines.
- Within Sixty (60) days of the end of each of the first three quarters of the fiscal year, the chief fiscal officer shall prepare and submit to the Audit and Finance Committee of the Local Government a quarterly investment report which indicates new investments, the inventory of existing investments, and such other matters as the chief fiscal officer deems appropriate.

- Within 120 days of the end of the fiscal year, the chief fiscal officer shall prepare and submit to the Audit and Finance Committee an annual investment report; recommendations for change in these Investment Guidelines; the results of the annual independent audit; the investment income record; a list of total fees, commissions or other charges, if any, paid to the Custodial Bank and such other matters as the chief fiscal officer deems appropriate.
- The Governing Board of the Local Government shall review and approve the annual investment report, if practicable, at its organizational meeting.
- At least annually, and if practicable, at the organizational meeting of the Governing Board, the members shall review and amend, if necessary these investment guidelines.
- The provisions of these Investment Guidelines and any amendments hereto shall take effect prospectively, and shall not invalidate the prior selection of any Custodial Bank or prior investment.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 4 OF 2016

MOTION BY COUNCILMAN MERCIER

SECONDED BY COUNCILMAN FISHER

WHEREAS, the Fort Edward Town Board does hereby appoints James Maskell to the Town of Fort Edward Zoning Board of Appeals for a 5 year term commencing January 1, 2016 term ending December 31, 2022.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 5 OF 2016

MOTION BY COUNCILMAN MERCIER

SECONDED BY COUNCILMAN FISHER

WHEREAS, the Fort Edward Town Board does hereby appoint Robert Fruchter to the Town of Fort Edward Planning Board for a 7 year term commencing January 1, 2016 ending December 31, 2022.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 6 OF 2016

MOTION BY COUNCILMAN FISHER

SECONDED BY COUNCILMAN MIDDLETON

WHEREAS, the Town Board of the Town of Fort Edward does hereby reappoint James Donohue to the Town of Fort Edward Board of Ethics Committee for a 3 year term commencing January 1, 2016 term ending December 31, 2018.

DATED: January 11, 2016

Councilman Middleton – AYE
Councilman Orsini – ABSENT
Councilman Mercier – AYE

Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 7 OF 2016

MOTION BY COUNCILMAN FISHER

SECONDED BY COUNCILMAN MERCIER

WHEREAS, the Fort Edward Town Board does hereby appoints Terry Middleton to the Town of Fort Edward Right To Farm for a 5 year term commencing January 1, 2016 term ending December 31, 2020.

DATED: January 11, 2016

Councilman Middleton – ABSTAIN
Councilman Orsini – ABSENT
Councilman Mercier – AYE
Supervisor Suprenant – AYE
Councilman Fisher – AYE

RESOLUTION NUMBER 8 OF 2016

MOTION BY COUNCILMAN MIDDLETON

SECONDED BY COUNCILMAN MERCIER

WHEREAS, the Town Board recognizes that members of the United States' armed forces have made heroic efforts and valuable contributions fighting in wars in foreign countries in order to preserve and defend the freedoms that Americans enjoy and benefit from today, and

WHEREAS, the American Legion Post 1133 is an organization which is devoted to assisting such veterans of the U.S. armed forces and to commemorate their efforts and contributions to America, and

WHEREAS, a local chapter of the American Legion exists in the Town of Fort Edward, and

WHEREAS, the Town Board has determined that is in the best interests of the Town to promote the goals of the American Legion in commemorating the contributions of America's foreign war veterans, and

WHEREAS, the Town of Fort Edward is authorized under New York State Town Law Section 64 (13) to provide funds to the Fort Edward post of the American Legion for the purpose of helping defray the American Legions cost of renting a room or rooms in which to hold its meeting(s) during 2015.

NOW THEREFORE, BE IT RESOLVED, that the Town shall contribute up to Two Hundred Dollars (\$200.00) to the Fort Edward Post of the American Legion for the purpose of helping to defray the Legion 's cost of renting a room or rooms in which to hold its meeting(s) during calendar year 2015, and

BE IT FURTHER RESOLVED, that such funds shall be paid to the American Legion

upon its provision to the Town of a proper invoice or invoices and voucher(s) for the costs of renting such meeting room(s), along with a copy of the American Legions current membership roll and a copy of the minutes of the meeting(s) held during 2015 in the rented room(s) or such other documentary evidence of such meeting(s) as the Supervisor may find acceptable.

DATED: January 11, 2016

Councilman Middleton - AYE
 Councilman Mercier – AYE
 Supervisor Suprenant – AYE
 Councilman Fisher - AYE
 Councilman Orsini – ABSENT

RESOLUTION NUMBER 9 OF 2016

MOTION BY COUNCILMAN MERCIER

SECONDED BY COUNCILMAN FISHER

Retirement- Standard Work Day and Reporting Resolution

BE IT RESOLVED, that the Town of Fort Edward 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 of this body:

ELECTED OFFICIALS					
TITLE	NAME	STANDARD WORK DAY (HRS/DAY)	TERM BEGINS/ENDS	EMPLOYER RECORD OF TIME WORKED (Y/N)	Days/Month (based on Record of Activities)
Town Clerk	Aimee Mahoney	6	01/01/2016-12/31/2019	N	21.67
Supt. Of Highways	Brian Brockway	6	01/01/2016-12/31/2019	N	21.67
APPOINTED OFFICIALS					
Deputy Town Clerk	Elizabeth O’Leary	6	01/01/2016-12/31/2016	N	21.67
Assessor	Roseanne Lemery/Kathy Austin	6	10/01/20013-09/30/2019	N	10.84
Building Inspector	Matthew French	6	01/01/2016-12/31/2016	N	10.84
Planning Board Member	Robert Fruchter	6	01/01/2016-12/31/2022	N	1.00
Planning Board Member	Valerie Ingersoll	6	01/01/2014-12/31/2020	N	1.00

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Dated: January 11, 2016

I, Aimee Mahoney, Clerk of the governing board of the Town of Fort Edward, 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 1st 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 five (5) members, and that of such members were present at such meeting and that four (4) 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 FORT EDWARD.

Location Code: 30504

Employer Name: Town of Fort Edward

Affidavit attesting that the Standard Work Day and the Reporting Resolution was posted and available to the public for a minimum of 30 days.

State of New York
County of Washington

Aimee Mahoney, being duly sworn, deposes and says:

1. That she is the Town Clerk of the Town of Fort Edward.
2. That the posting of the Resolution began on February 14, 2012 and continued for at least 30 days.
3. That the Resolution was posted and available to the public on the (please check one):

Employer's website at

Official Sign board at 118 Broadway, Fort Edward, New York

Main entrance to office of the clerk at 118 Broadway, Fort Edward, New York

Signature of Clerk of Governing Body

Title Town Clerk

DATED: January 11, 2016

Councilman Mercier- AYE
Councilman Fisher- AYE
Councilman Middleton- AYE
Supervisor Suprenant- AYE
Councilman Orsini- ABSENT

RESOLUTION NUMBER 10 OF 2016

MOTION BY COUNCILMAN MIDDLETON

SECONDED BY COUNCILMAN MERCIER

TITLE: AGREEMENT BETWEEN THE TOWN OF FORT EDWARD AND FESTA, THE FORT EDWARD HISTORICAL ASSOCIATION, FORT EDWARD- SANDY HILL UNION CEMETERY, FORT MILLER RIVERSIDE CEMETERY, THE FORT EDWARD FREE LIBRARY, VILLAGE FOR JUSTICE CLERK, TODD HUMISTON FOR DOG CONTROL, LITTLE THEATER ON THE FARM, VILLAGE AND TOWN MUNICIPAL BUILDING, THE SENIOR CENTER OF THE KINGSBURY & FORT EDWARD AREA, INC., ROGERS ISLAND HERITAGE DEVELOPMENT ALLIANCE, BLACK DOG LANDSCAPING, GREATER GLENS FALLS TRANSIT AUTHORITY, VILLAGE RECREATION, MARY ELLEN E. STOCKWELL, TOWN ATTORNEY, RICHARD H. DINOLFO, CPA, FE CHAMER OF COMMERCE, CT MALE, NYMIR INSURANCE CO. and COUNTRYSIDE VET HOSPITAL

WHEREAS, the Fort Edward Town Board does hereby authorize the Town Supervisor to enter into an agreement with the above named organizations, and

WHEREAS, the Town Board authorizes the Supervisor to sign said agreements subject to contract approval by Town Attorney Mary Ellen Stockwell and Town Supervisor Mitchell Suprenant by January 30, 2016.

NOW THEREFORE, BE IT RESOLVED, these agreements shall continue from year to year unless either party requests that the agreements be amended which will initiate a meeting between the Town and said organization.

DATED: January 11, 2016

Councilman Mercier- AYE
Councilman Fisher- AYE
Councilman Middleton- AYE

Supervisor Suprenant- AYE
Councilman Orsini- ABSENT

BUSINESS:

- 1) **Supervisor Suprenant:** Laurie LaFond has been talking about the environmental easements on Merrillyn Pulver's property. She wants to meet with the town board regarding the Friends of the IBA coming up with some of the taxes lost due to the project. It's around \$3,000 and they would be willing to at least come up with half of that.

Does the Board want to meet with her and enter into a contract with them?

Councilman Fisher: how will you guarantee that you will get the money 20 years from now? We should wait until Councilman Orsini is here to decide.

Brian Brockway: What about maintenance out there?

Supervisor Suprenant: That would be up to the state to maintain.

I will have Laurie come up with a plan for our review as well as attorney review.

- 2) **Todd Humiston** – Dog Enumeration March 1st
 - Enumeration Fee?
 - Can be a flat fee or no fee at all
 - Kingsbury charged a \$25 fee if they didn't make it by the deadline, they got 600 licenses in 6 weeks.
 - Enumeration fees are determined by the town and the state doesn't get any of it.

Supervisor Suprenant: I would like to do the \$25 fee if not licensed by the time limit imposed.

MOTION by Councilman Mercier, Seconded by Councilman Middleton to charge a \$25.00 Enumeration Fee for licensing of dogs for anyone that doesn't license their dogs in the 6 weeks following the mailer going out on March 1, 2016 **ALL AYES**

Supervisor Suprenant: Every year we get the bill (\$600.00) for the Adirondack Regional Chamber of Commerce (ARCC), and every year I wonder what we get out of it. We don't receive the discount on our electric bills anymore and we are not a business. I don't feel we should pay it how does the Board feel?

MOTION by Councilman Mercier, Seconded by Councilman Fisher that we do not renew our membership with the Adirondack Regional Chamber of Commerce **ALL AYES**

Brian Brockway: CHIPS money discussion, John Deere salesman came and looked and said \$45,000 for the CAT and that puts us down around \$80,000 for a new machine. Should I follow through with it more? We could have as much as \$60,000 down if we get rid of the old loader too. We would go back to just having one if we do it.

Supervisor Suprenant: I will double check with Pete about funds and make sure we get the CHIPS money and then we will go from there.

Mary-Ellen Stockwell: Make sure you are getting the funding and get some firm numbers in the meantime.

Councilman Middleton: The tractor that we do the highway mowing with is old and do we need a new one that does the sidewalks?

Brian Brockway: The tractor is fine it just needs a new head, we could take the \$15,000 for the little loader and get a new mower head and use the \$45,000 on the new loader. Last year we got a new snow blower for the sidewalks.

Councilman Middleton: It's whatever we need the most

Mary-Ellen Stockwell: 2 contracts in the packet, added grant writing for C.T. Male for Jim Thatcher on an as needed basis. They have not put together their schedule of fees and we can wait until the next meeting to approve or you can authorize the supervisor to sign after final and attorney approval. Want to make sure Jim's fees are listed as well. The other contract is for Countryside, same as last year, waiting for final approval from Dr. Keller. We are still sharing the van with Kingsbury and that is an automatic renewal. Insurance has to name Kingsbury as insured and get a copy of Kingsbury's insurance as well.

Sewer district: Map will be taken before the board tomorrow at the sewer meeting

Special meeting will be held January 27th at 11am at the Board room at the Firehouse.

Councilman Middleton: Water District 3: have we looked at just doing Blackhouse Rd. loop and leave Route 4 out? People are asking me how the project is coming along.

Darlene DeVoe: Those were the last revisions that were submitted. There is no grant to apply for before the district is created. I came up with the idea of subdividing the frontage to help large land owners with survey costs going into the district. The big farms out there were the hurdles we were facing.

Supervisor Suprenant: There is a resident out there that said we could get an easement through his property if we wanted. We could see if that offer still stands.

Darlene DeVoe: Draw new lines on a map and I can get it to CT Male for review.

Supervisor Suprenant: Discussion regarding the records room. Load on the floor upstairs is a danger. Call Kathy Sickler and see what the options are.

ADJOURNMENT:

MOTION by Councilman Middleton, Seconded by Councilman Mercier to adjourn the meeting at 8:25pm **ALL AYES**

DATED: January 12, 2016

Aimee Mahoney, Town Clerk