

AGENDA
HAGUE TOWN BOARD MEETING
May 12, 2020

Call meeting to order
Pledge of Allegiance
Moment of Silence: Lynn Patchett, Kaye Parlin, Rod Geer

WELCOME GUESTS/PRIVILEGE OF THE FLOOR:

Motion to pay General, Highway & Sewer Claims.
Motion to accept minutes as printed, subject to corrections for April 14.2020

REGULAR COMMITTEE REPORT:

1. Administrative: Frasier
Assessor/Justice
Finance/Insurance
Recreation/Promotion
2. Buildings & Grounds: Fitzgerald/Patchett
3. Highway: Ramant/ Bast
4. Museum/ Historian: Patchett/ Ramant
5. Personnel: Bast/Fitzgerald
6. Planning/Zoning/Stormwater: Fitzgerald/Patchett
7. Town Park/ Beautification: Ramant/ Frasier
8. Sewer District #1 & #2: Bast/ Frasier
9. Environmental Concerns: Ramant/Patchett

UNFINISHED BUSINESS:

Landfill discussion

COMMUNICATIONS AND PETITIONS:

NEW BUSINESS:

1, Resolution to transfer \$25,000 from Occupancy Tax unexpended balance to code Occupancy Code CMO 1620-200 bathhouse building for refurbishment expenses.

ADDENDUM:

OTHER

ADJOURMRNT

**RESOLUTION #74 OF 2020
AUDIT OF CLAIMS**

On a motion of Councilperson and seconded by ,

IT IS RESOLVED, that the bills have been reviewed by the Town Board and are authorized for payment as follows:

Warrant #4A-20, Voucher Numbers 207-214, for a total of \$ 30,258.22

General Fund	\$ 6,238.62	Sewer 1 Fund	\$ 2,455.14
Highway Fund	\$ 12,290.79	Sewer 2 Fund	\$ 1,273.67
Occ. Tax Fund	\$ 8,000.00		

Warrant #5-20, Voucher Numbers 215- , for a total of \$ 41,499.17

General Fund	\$ 19,173.94	Sewer 1 Fund	\$ 2,369.04
Highway Fund	\$ 9,312.97	Sewer 2 Fund	\$ 1,166.85
WQIP Grant	\$ 6,745.10	St Lights Fund	\$ 999.24
Occ. Tax Fund	\$ 1,732.03		

Duly adopted by the following vote:

Ayes:

Nays:

Absent:

Carried

DATED: May 12, 2020

Melissa L. Patchett, Hague Town Clerk

HAGUE TOWN BOARD REGULAR MEETING

April 14, 2020

The regular meeting of the Town Board of the Town of Hague, County of Warren and State of New York was held at the Community Center, 9793 Graphite Mountain Road, Hague, New York on the 14th day of April, 2020 at 6:00 pm with the following members present:

Edna Frasier – Supervisor
Martin Fitzgerald II – Councilperson

Steve Ramant – Councilperson
Joshua Patchett – Councilperson

Absent: Jack Bast – Councilperson

Recording Secretary: Melissa Patchett – Town Clerk

Others Present: Cathy Clark – Zoning Enforcement Officer

The Meeting was called to order by Supervisor Edna Frasier.

On a motion of Councilperson M. Fitzgerald and seconded by J. Patchett to open the Meeting at 6:01 pm to audit bills. All voted aye. Motion carried.

After the Pledge of Allegiance, a moment of silence was held for: Muriel Schwarz

WELCOME GUESTS/PRIVILEGE OF THE FLOOR: None

RESOLUTION #69 AUDIT OF CLAIMS

On a motion of Councilperson S. Ramant and seconded by M. Fitzgerald,

IT IS RESOLVED, that the bills have been reviewed by the Town Board and are authorized for payment as follows:

Warrant #3A-20, Voucher Numbers 158-161, for a total of \$ 16,170.78

General Fund	\$ 5,888.53	Sewer 1 Fund	\$ 2,565.41
Highway Fund	\$ 6,347.19	Sewer 2 Fund	\$ 1,369.65

Warrant #4-20, Voucher Numbers 162-206, for a total of \$ 47,450.97

General Fund	\$ 15,705.44	Sewer 1 Fund	\$ 11,460.02
Highway Fund	\$ 11,992.72	Sewer 2 Fund	\$ 5,599.38
WQIP Grant	\$ 2,182.50	St Lights Fund	\$ 510.91

Duly adopted by the following vote:

Ayes: Supervisor Edna Frasier, Martin Fitzgerald II, Steve Ramant, Joshua Patchett

Nays: 0

Absent: Jack Bast

Carried 4-0

MINUTES

On a motion of Councilperson E. Frasier, seconded by J. Patchett, IT IS RESOLVED, that the Minutes of March 10, 2020 as submitted by the Town Clerk are approved. All voted aye.
Motion carried.

REGULAR COMMITTEE REPORTS:

- **Administrative: Frasier**

Assessor/Justice – Supervisor Frasier shared that the Assessor, David Martucci has been out on the field working on assessments with Bill Gourley assisting him. The assessment reports are due to Warren County on Monday, April 20th.

Finance/Insurance – Supervisor Frasier stated that the Town is looking at a projected increase of 6.09% for the insurance plan next year.

- **Buildings & Grounds: Fitzgerald / Patchett**

Supervisor Frasier shared that maintenance worker, Eric Kramer has returned to work this week after having two full weeks off due to the COVID-19. Eric is planning for upcoming repair projects including the Highway Office ceiling and the Town Park restroom lighting and urinals. Eric has requested to move the shed from the May Memorial Cemetery down to the Community Center for storage. As the costs for the shed originally came out of the general fund rather than the cemetery fund, the board agreed that it would be acceptable to relocate it.

- **Highway: Ramant / Bast**

Councilperson Ramant shared that the Highway Department Staff has also returned to work after having two full weeks off. The Town feels that there is enough work to be done while still maintaining the proper safety and distancing protocols. The Highway crew is working on spring clean-up projects. Councilman Fitzgerald inquired as to the proper safety equipment and Supervisor Frasier confirmed that the staff is being supplied masks and gloves.

- **Museum / Historian: Patchett / Ramant**

Nothing to report. Councilperson Patchett stated no meetings have been held due to the current social distancing regulations.

- **Personnel: Bast / Fitzgerald**

Nothing to report.

- **Planning / Zoning: Fitzgerald / Patchett**

ZEO Clark stated that site visits have been done to check on compliance. She expressed safety concerns for contractors working alone due to the COVID-19 regulations.

The ZBA and Planning Board Meetings have been cancelled until further notice. It is highly unlikely that meetings will resume in May at this point. Meetings will resume once the State lifts the regulations on gatherings.

- **Town Park / Beautification: Ramant / Frasier**

Councilperson Ramant discussed his landfill visits and his research in scale pricing. His suggestions to consider for the Town of Hague Transfer Station include establishing a traffic pattern, lots of signage, and ways to educate the public on how to properly recycle.

The committee reports were paused by Supervisor Frasier to call the scheduled public hearing to order. **On a motion** of Councilperson S. Ramant and seconded by M. Fitzgerald, to open the Public Hearing. All voted aye. Motion carried. Supervisor Frasier read the public hearing notice published in the Post Star March 13, 2020;

NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Hague will hold a public hearing on the 14th day of April at 6:15 pm at the Hague Community Center, 9793 Graphite Mountain Road, Hague, NY, on the proposed amendment to the Town of Hague Zoning Codes sections 160-4, 160-5 and 160 Attachment 3, Appendix C to reflect the mandated membership of the Planning Board and the Zoning Board of Appeals from seven member boards to five member boards with one alternate member.

The records of the proposed amendment are available for public inspection during normal business hours at the Town Clerk's Office, Hague Community Center, 9793 Graphite Mountain Road, Hague, NY. At such public hearing all persons will be given the opportunity to be heard. Written or oral statements will be taken at that time. Time limitations may be imposed for each oral statement if necessary. BY ORDER OF THE HAGUE TOWN BOARD

Supervisor Frasier stated that she had checked with the Town Attorney, John Silvestri to confirm that the Town could still hold the hearing due to the current circumstances with COVID-19.

Supervisor Frasier made a statement inquiring if anyone had anything to say for or against the amendments for the number of members on the ZBA and Planning Boards.

ZEO Clark included that the Town of Hague has received approval from the Adirondack Park Agency, Warren County, and the chairmen of each board has signed off on the proposed amendments.

Without receiving any written or oral statements from the public on the amendments, Supervisor Frasier entertained a motion to close the hearing.

On a motion of Councilperson J. Patchett and seconded by M. Fitzgerald, the Public Hearing was closed at 6:22 pm. All voted aye. Motion carried.

- **Town Park / Beautification: Ramant / Frasier**

Councilperson Ramant shared that boat inspections have been postponed until June by the Park Commission. Marinas have been deemed non-essential by NY State. He discussed that two launches remain open for access: Mossy Point and Million Dollar Beach. As there are no inspectors on site, this causes concern for invasive species being brought into the lake.

Councilperson Ramant also discussed plans for the Hague Town Park. It is unknown at this time when the State will lift its regulations and if the Town Park, Visitor Center, Beach or Boat Launch will be able to open for the 2020 season. The Town Board discussed their concerns for the safety of the Town personnel and may have to make

plans for minimal contact if they are able to open. Councilperson Fitzgerald expressed concerns that the Town of Hague could lose a lot of County funding this year due to COVID-19.

- **Sewer District#1 & #2: Bast / Frasier**

ZEO Clark shared that she is preparing eight Sewer Enforcement 2nd Notice Letters ready to be mailed out with commitment forms.

Supervisor Frasier stated that the staff at the Waste Water Treatments plant have been working alternating days to be in compliance with distancing protocols.

- **Environmental Concerns: Ramant / Patchett**

Councilperson Ramant stated that he is hoping to resume the Knotweed Project this year.

UNFINISHED BUSINESS:

COMMUNICATIONS & PETITIONS: None

NEW BUSINESS:

RESOLUTION # 70 OF 2020 AUDIT OF JUSTICE RECORDS

On a motion of Councilperson S. Ramant and seconded by M. Fitzgerald,

IT IS RESOLVED, Pursuant to Section 2019-a of the Uniform Justice Court Act, the court records and dockets of the Town Justice of the Town of Hague for 2019 having been duly examined and the fines and fees turned over to the proper officials with the monthly summary being viewed, this Town Board finds that all books are in order for the year 2019.

Duly adopted by the following vote:

Ayes: Supervisor Edna Frasier, Martin Fitzgerald II, Steve Ramant, Joshua Patchett

Nays: 0

Absent: Jack Bast

Carried 4-0

RESOLUTION # 71 OF 2020 ADJUSTMENT TO SEWER DIST #1 & #2 WARRANT

Resolution introduced by M. Fitzgerald and seconded by J. Patchett,

IT IS RESOLVED; that the Town Board authorizes the following adjustments to the 2020 Sewer Dist. #1 Warrant:

Tax Map #43.5-1-3 increased from 5.0 to 5.5 EDU -second floor apartment

Tax Map #43.5-1-6 decreased from 1.0 to 0.2 EDU -house burned down

IT IS RESOLVED; that the Town Board authorizes the following adjustments to the 2020 Sewer Dist. #2 Warrant:

Tax Map #26.6-1-17 increased from 1.5 to 2.5 EDU -new bunkhouse
Tax Map #43.17-1-1 increased from 1.0 to 2.0 EDU -house built
Tax Map #43.17-1-13 increased from 0.2 to 1.0 EDU -house built
Tax Map #60.5-1-3 subdivided;
60.5-1-3.1 2.0 EDU & 1.0 Capital Cost
60.5-1-3.2 0.2 EDU & 1.0 Capital Cost
Tax Map #60.5-1-26 increased from 1.0 to 1.5 EDU -bunkhouse w/ bathroom

Duly adopted by the following vote:

Ayes: Supervisor Edna Frasier, Martin Fitzgerald II, Steve Ramant, Joshua Patchett

Nays: 0

Absent: Jack Bast

Carried 4-0

RESOLUTION #72 of 2020 WARRANT FOR COLLECTION OF SEWER DISTRICT #1 & #2 USER FEES, CAPITAL COST & INTEREST FEE'S FOR THE YEAR 2020

Resolution introduced by M. Fitzgerald and seconded by J. Patchett,

IT IS RESOLVED, that the Warrant amount to be collected for **Sewer District #1** User Fees for the Town of Hague for fiscal year 1/1/2020– 12/31/2020 are as followed:

287.60 EDU's @ \$ 787.10

SEWER DISTRICT #1 AMOUNT TO BE COLLECTED: \$ 226,369.96

IT IS RESOLVED, that the Warrant amount to be collected for **Sewer District #2** User Fees for the Town of Hague for fiscal year 1/1/2020 – 12/31/2020 are as followed:

163.90 EDU's @ \$ 677.74 Total: \$ 111,081.59

Capital Cost (minus the 25 property owners who paid full amount in 2010): \$ 50,000.40

Interest Payment (minus the 25 property owners who paid full amount in 2010): \$ 29,870.40

SEWER DISTRICT #2 AMOUNT TO BE COLLECTED: \$ 190,952.39

TOTAL AMOUNT TO BE COLLECTED: \$ 417,322.35

AND BE IT FURTHER RESOLVED that the Sewer Collector is hereby ordered to receive and collect the above amounts from May 1, 2020 to July 31, 2020.

Ten percent (10%) penalty will be added to Sewer Utility Bills for payments received **after** June 30, 2020.

The last day of payment is July 31, 2020, thereafter **all unpaid** Sewer District #1 & 2 Bills will be sent to Warren County Treasurer to be relieved on the Town & County tax bill.

Duly adopted by the following vote:

Ayes: Supervisor Edna Frasier, Martin Fitzgerald II, Steve Ramant, Joshua Patchett

Nays: 0

Absent: Jack Bast

Carried 4-0

**RESOLUTION #73 OF 2020
AMEND 2020 BUDGET – I&I GRANT**

On a motion of Councilperson M. Fitzgerald and seconded by J. Patchett,

IT IS RESOLVED, that the Town Board of the Town of Hague amend the Budget for fiscal year 2020 to account for the Inflow & Infiltration Grant #90383 of \$30,000.00 for Sewer Districts 1 and 2.

Duly adopted by the following vote:

Ayes: Supervisor Edna Frasier, Martin Fitzgerald II, Steve Ramant, Joshua Patchett

Nays: 0

Absent: Jack Bast

Carried 4-0

Supervisor Frasier stated that the first \$15,000 will be given to begin the project and the second half will be paid after the work is complete.

ACCEPT RESIGNATION OF CATHY CLARK AS TOWN OF HAGUE ZEO

Zoning Enforcement Officer, Cathy Clark had provided her resignation letter stating that with the situation of COVID-19, she is willing to remain on until the Planning Board and Zoning Board of Appeals are operational again. She also provided the Town Board with details and requirements for her position and is willing to help the Board find a replacement.

On a motion by Councilperson M. Fitzgerald and seconded by S. Ramant, **IT IS RESOLVED** to accept the retirement notice of Cathy Clark as ZEO. All voted aye. Motion Carried.

SUPERVISORS REPORT & COUNTY REPORTS: None

DISCUSSION:

Supervisor Frasier announced that she will address the Town Clerk, Melissa Patchett's request at the next Regular Town Board Meeting in hopes that all councilmembers will be present.

ZEO Clark mentioned that the Town of Ticonderoga has made extensions on their sewer rent penalties and inquired if this was something that the Town of Hague has considered. After a brief discussion, the Town Board agreed to keep the sewer rent schedule consistent with the dates it has had in the past.

Supervisor Frasier stated that the Board still needed to formally approve the amendments to the number of members on the Planning Board and the Zoning Board of Appeals as a result of the public hearing. **On a motion** of Councilperson M. Fitzgerald and seconded by S. Ramant, **IT IS RESOLVED** to approve the amendment from 7-member boards to 5-member boards. All voted aye. Motion carried.

Councilperson Patchett inquired about the status of the sidewalk repairs on Rt. 8 across the street from the Hague Market. Councilperson Ramant stated that he will ask the Highway Superintendent. The Town Board agreed that it is a safety concern.

With no further business, on a motion of Councilperson J. Patchett, seconded by S. Ramant, the Meeting was adjourned at 6:54 pm. All voted aye. Carried unanimously.

Respectfully submitted,

Melissa L. Patchett
Hague Town Clerk

**RESOLUTION #75 OF 2020
AMEND 2020 BUDGET
REFURBISH TOWN PARK BATHHOUSE**

On a motion of Councilperson _____ and seconded by _____ ,

IT IS RESOLVED, that monies in the amount of \$25,000 be transferred from Occupancy Tax Unexpended balance to Occupancy Tax Code CM0 1620-200 for refurbishment expenses of the bathhouse building.

Duly adopted by the following vote:

Ayes:

Nays:

Absent:

Carried

DATED: May 12, 2020

Melissa L. Patchett, Hague Town Clerk