

HAGUE TOWN BOARD MEETING

June 10, 2014

6:00 pm

Members present: Supervisor Frasier R. Meola
 S. Ramant G. Kuenzel
 M. Fitzgerald II

Moved by S. Ramant, seconded by M. Fitzgerald II to open the meeting at 6:00 pm.

Pledge of Allegiance

Moment of Silence: Rolland Yaw

Welcome Guests/Privilege of the floor:

Mike Cherubini thanked the Town Board and the residents of the Town of Hague for all of their help and support with the Senior Citizen Memorial Parade.

Pat Hintze thanked the Town Board for allowing the Senior Citizens the use of the Visitor Center for their Café on the week of Americade.

Lari Dhein asked the Board when the north side of Forest Bay Rd. would be black topped. The south side of Forest Bay Rd. turned out wonderful. Superintendent Smith said the north will be completed the end of this year. They did not have enough money last year to do both the north & south of the road.

Resolution #58 of 2014: Introduced by R. Meola, seconded by M. Fitzgerald II

Resolved: to authorize the Supervisor to pay General, Highway & Sewer Claims audited on 6/9/2014 meeting. **(\$35,681.93 & \$132,769.76).**

AYES: Supervisor Frasier, R. Meola, M. Fitzgerald II, G. Kuenzel & S. Ramant.

NAYS: None.

Carried: 5-0

Motion by M. Fitzgerald II, seconded by G. Kuenzel to accept minutes of 5/13/14 & 6/9/14 adding that the Board discussed Solar Panels, Wastewater Treatment Plant Call-in policy at the 6/9/2014 meeting. All voting yes. Motion carried.

Regular Committee Report:

1. Assessor & Justice: (Meola/Kuenzel): No report.

2. Buildings & Grounds/Community Center/Enhancement: (Fitzgerald/Frasier): Councilman Fitzgerald reported that NYSDEC Northeastern will be here sometime this month to inspect the outside fuel tank. The water test has passed in the kitchen, so we should be receiving our permit soon. Eric & Eric will have the plans for the possible expansion at the Community Center completed by fall.

3. Finance & Insurance: (Meola/Ramant): No report

4. Highway: (Fitzgerald/Ramant): Superintendent Smith reported that the Highway Department has been busy mowing the cemeteries. Clean-up day will be this Friday & Saturday. The Town Board thanked Mr. Smith and the Highway Department for all of their help with the cemeteries.

Councilwoman Kuenzel asked who maintains the Wardsboro Cemetery. Superintendent Smith stated that it was the Maintenance person at the Community Center. She also mentioned that there was a tree that needed to be taken down at The Hague Heritage Cemetery. Superintendent Smith will check on this.

5. Museum & Historian: (Kuenzel/Ramant): Councilwoman Kuenzel reported that the Hague Historical Society will be presenting “Artists – Then & Now – Part II” on 6/24, 2014 at 7pm at The Hague community center. There will be a new marker this year for the Hague Heritage Cemetery.

Other presentations:

July 15, 2014: Lake George’s Future by Eric Siy of the Fund for Lake George.

August 26, 2014: A Look at Hague... Past & Present Images.

6. Personnel: (Meola/Kuenzel): Councilwoman Kuenzel explained that there was nothing in writing for the Wastewater Treatment Plant for on-call/call-in policy which will be discussed under New Business.

7. Planning/Zoning/Storm water: (Fitzgerald/Ramant):

ZONING REPORT TO TOWN BOARD

June 10, 2014

Permits Activity	Month	YTD
• Land Use Development	5	16
• Site Plan Review	1	5
• Subdivisions	0	1
• Variance	1	5
• Wastewater	1	1
• Wastewater Variances	0	0

- **Planning Board:** meeting of June 5, 2014. Board members in attendance: Chairman Dick Frasier and Board members Mike Cherubini, Bruce Clark, Judy Gourley, Bob Whitaker and Pam Peterson. Martin Fitzgerald absent. The Board approved an application for a dry dock marina (Commercial Use) and reviewed an application for tow story a garage addition to an existing house.

- **Zoning Board: meeting of May 22, 2014. Board members present: Jon Hanna, Chris Navitsky, Linda Mury, Lindsay Mydlarz, Maureen Cherubini & Ray Snyder. Robert Goetsch was absent. The Board denied an application for a 6' fence on a residential property.**
- **Request permission to work on June 17th and be off on June 18th.**

8. Recreation & Promotion & Youth: (Ramant/Meola): Councilman Ramant reported that the new playground equipment has been installed at the Town Park. He again thanked the Kiwanis club for their donation of \$500.00 toward the equipment.

9. Sewer District # 1 & 2: (Frasier/Kuenzel): Supervisor Frasier reported that there will be a special meeting on June 12, 2014 to review the policy on E1 pumps. Paul Belden has given the Board his report for the month.

10. Town Park & Beautification: (Kuenzel/Ramant): Councilwoman Kuenzel reported that the Park Attendants have been working out well. The Visitor Center Staff will begin on June 20, and the Life Guards on June 23, 2014.

UNFINISHED BUSINESS:

1. Motion by S. Ramant, seconded by M. Fitzgerald II to accept Jessie Patchett's resignation as Park Attendant with regret. All voting yes. Motion carried.

Motion by M. Fitzgerald II, seconded by R. Meola to approve Cindy Jordan as a Park Attendant for the 2014 season. Rate of pay is \$10.55 per hour. All voting yes. Motion carried.

2. RESOLUTION #59 OF 2014

RESOLUTION TO ESTABLISH A STANDARD WORK DAY FOR NYS ERS REPORTING
Resolution introduced by R. Meola, seconded by G. Kuenzel

BE IT RESOLVED, that the Town of Hague Town Board 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 Town Clerk:

Title	Name	Social Security Number (last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Term Begins/ends	Participates in Employers Time Keeping System (Y/N)	Days/Month (based on record of activities)
Elected Officials							
TOWN BOARD	MARTIN FITZGERALD II			8	01/01/2014 TO 12/31/2017	NO	7.08

Appointed Officials							
ASSESSOR	DAVID MARTUCCI			8	09/30/2013 TO 09/30/2019	N	10.62

DULY ADOPTED BY THE FOLLOWING VOTE:

AYES: Supervisor Frasier, R. Meola, G. Kuenzel and S. Ramant

NAYS: None

ABSENT: None

Abstain: M. Fitzgerald

DATED: June 10, 2014

SEAL

DEBORAH F. MANNING, TOWN CLERK

I, Deborah F. Manning, Clerk of the governing board of the Town of Hague, 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 10 day of June, 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 5 members, and that 5 of such members were present at such meeting and that 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 Hague

COMMUNICATIONS & PETITIONS:

1. Candidates Night will be held on 6-11-14, 6:30 @ Hague Community Center.
2. Town of Hague Clean-up Day is June 13 & 14, 2014.
3. Motion by R. Meola, seconded by S. Ramant to give permission to the Hague Boy Scouts to hold 2 family movie nights at the Hague Town Park on 7/22 & 8/26, 2014. All voting yes. Motion carried. Councilman Ramant will ask if they have a rain date or would like to use the Community Center main room if it rains.

NEW BUSINESS:

1. Resolution #60 of 2014: Introduced by M. Fitzgerald II, seconded by G. Kuenzel Resolved; that due to cancellation by Silver Bay String Quartet for Music in the Park performance on 8/6/14, the Town Board authorizes the moving of funds in the amount of \$300.00 from Contingency acct. 7320.410 to cover this expense.

DULY ADOPTED BY THE FOLLOWING VOTE:

AYES: Supervisor Frasier, M. Fitzgerald II, G. Kuenzel, S. Ramant & R. Meola

NAYS: None

ABSENT: None

DATED: June 10, 2014

Deborah F. Manning, Town Clerk

2. RESOLUTION #61 OF 2014

TOWN OF HAGUE SEWER DISTRICT #1 & #2
SEWER USER UNIT SCHEDULE
Resolution introduced by R. Meola, seconded by M. Fitzgerald II.

NO.	CLASSIFICATION	# OF USER UNITS PER CLASSIFICATION
1	Single Family Residence	1
2	Two Family Residence	2
3	For each additional family	1
4	For each additional apartment	1
5	Single Commercial Enterprise (less than 12 employees)	1
6	Offices (per 12 employees & or minimum charge)	1
7	Churches with kitchen/dining facilities	½
8	Church Rectory	1
9	Church with bathroom facility	20%
10	Telephone Company	1
11	Beauty/Barber Shops in home, Gift Shops	½
12	Car Wash – Each Bay	3
13	Mini Store	1
14	Deli	½
15	Restaurant – sm 20 seats or less	2
16	Restaurant –over 20 seats but less than 100	3
17	Bar	2
18	Laundromat/laundry facilities-per washer	½
19	Motels, Hotels, Bed & Breakfast per bedrooms	½
20	Cabins/Cottages/ Housekeeping used for recreational purposes as a commercial business that is rented out for seasonal or short transient occupancy	1
21	Boathouse, Beachhouse, Garage, Bunkhouse, Guest Cabins with bathroom only, without kitchens	1/2
22	Boathouse, Beachhouse, Garage, Bunkhouse, Guest Cabins with bathroom and kitchen	1
23	Marinas, Full Service	2
24	Marinas docking only	1
25	Gas Stations & Garages	1
26	Non-Buildable Lots	N/C
27	Buildable Lots	20%
28	Motor Homes/RV's	1

29	Catering Facilities for rent	1
30	Post Office	1
	Connecting Fee	\$200.00
	SD#1 BASIC CHARGE: 1 UNIT/EDU = \$525.00	
	SD #2 BASIC CHARGE: 1 UNIT/EDU= \$475.00	
	One Billing per year	
	Calendar Year, 01/01-12/31	
	Revised 2007, 2009, 2013, 2014	

DULY ADOPTED BY THE FOLLOWING VOTE:

AYES: Supervisor Frasier, R. Meola, M. Fitzgerald II, G. Kuenzel, & S. Ramant.

NAYS: None.

ABSENT: None.

DATED: June 10, 2014

Deborah F. Manning
Hague Town Clerk

3. **Motion by S. Ramant, seconded by R. Meola to give permission to HITS triathlon to hold their event at the Hague Town Park on June 27, & 28 of 2015. All voting yes. Motion carried.**

4.

Resolution #62 of 2014

RESOLUTION INTRODUCED BY M. Fitzgerald II, SECONDED BY S. Ramant

WHEREAS, the environmental health and overall quality of life in the Lake George Watershed area is critical to the social and economic well being for the Town of Hague, Warren County, and the region in general, and

WHEREAS, the protection, preservation and proper management of water quality within the basin is an essential ingredient to maintaining this revered natural resource as a key to the social and economic vitality of this region, and

WHEREAS, the Town of Hague has been an active participant in developing the critically important water quality management plan, and

WHEREAS, the adopted document, entitled, "Lake George – Plan for the Future" identifies numerous recommendations and actions as being critical to pursuing the objectives of preserving, protecting, and enhancing the water quality throughout the Basin, and

WHEREAS, the State has recently solicited (competitive) applications for Financial Assistance Grants from municipalities around the state, and

WHEREAS, an application for funding has been prepared in response to said solicitation for applications,

NOW, THEREFORE BE IT RESOLVED, that the Town of Hague acting on behalf of and in concert with all the several communities that make up the watershed, submits the application for funding in response to said solicitation, and agrees to serve as custodian for said grant funds, if awarded.

Duly Adopted by the following vote:

AYES: Supervisor Frasier, M. Fitzgerald II, S. Ramant, R. Meola, and G. Kuenzel

NAYS: None

Dated: June 10, 2014

Deborah F. Manning, Town Clerk

5.

Resolution #63 of 2014:
Introduced by S. Ramant, seconded by R. Meola

**Town of Hague Waste Water Treatment Plant (WWTP)
On-call Policy for Employees
Use of Outside Contractors for Emergency Situations**

Pagers:

- 1 Full-time WWTP employees will carry the on-call pager 24 hours/day on a seven-day rotation Tuesday AM through Tuesday AM. This can be supplemented by part-time employees.

- 2 Part-time WWTP employees will carry the on-call pager as scheduled (see d. below) to supplement full-time employees (i.e. weekends, vacations, holidays, time off)
- 3 In November/December, WWTP employees will develop schedule for pager duty for the upcoming year and submit it to the Town Board.
- 4 Any WWTP employee requesting time off during an on-call week will need to arrange for coverage themselves. Use the “request to swap pager duty” form, signed by both employees. Submit form to Town Supervisor. Note: It is the employee’s responsibility to ensure coverage in all cases. (Plan ahead!)
- 5 See also WWTP policy guidelines for pager response times.

Compensation for work outside of normal working hours:

- 1 WWTP employees will be paid time and a half when responding to a pager outside of their normal working hours, as covered in the Employee Manual under II. Personnel, Policies, and Procedures -> B. Pay Procedures -> 2. Wages / -> b. All work performed...
- 2 WWTP employees answering pages from homeowners will be paid a minimum of 30 minutes (i.e. for issues that they can handle over the phone).

Discipline:

Responding to a page/call is mandatory. If on-call/on-duty employee fails to respond, the following disciplinary actions will be taken by the Town Board as employer:

- First offense will result in a discipline letter in employee’s file.
- Second offense will result in disciplinary action to be determined by the Town Board.
- Any failure to respond that results in a violation of the town of Hague’s SPDES permit from New York State – regardless of whether or not it is the first offense – will result in disciplinary action, including the possibility of termination.

Examples:

- Sewage overflow that could have been prevented by intervention
- Failure to perform required state tests / paperwork, including weekend testing
- Failure to report known sewer overflows within 2 hours

Authorization to call an outside contractor in an emergency situation

If a WWTP employee needs to contact an outside contractor for help with emergency excavation, pump outs, etc.* when action is required to prevent or stop untreated sewage from spilling onto the ground or into any bodies of water (lakes, brooks, streams, ponds, etc.), the employee must contact the Town Supervisor for authorization. If the Town Supervisor is unavailable, the employee should contact another

Town Board member for authorization. In the event that no Town Board member is available, and immediate action is required to prevent or stop the spillage, the WWTP employee is authorized to contact an outside contractor.

*Actions include but are not limited to hauling wastewater, excavating sewer line, patch or repair of sewer lines, flushing or auguring lines, jetting lines.

DULY ADOPTED BY THE FOLLOWING VOTE:

AYES: Supervisor Frasier, S. Ramant, R. Meola, G. Kuenzel & M. Fitzgerald II.

NAYS: None.

DATED: June 10, 2014

Deborah F. Manning, Town Clerk

SUPERVISORS REPORT & COUNTY REPORTS:

Supervisor Frasier reported that the County Supervisors have been in discussion with raising Occupancy Tax by 1% which would go to the Glens Falls Civic Center.

Other:

Councilman Meola mentioned the Silver Bay Association contract, where they pay the Town of Hague \$25,000.00 per year in lieu of taxes. He feels that a committee needs to be formed to work on this. This contract has not been reviewed in many years. Supervisor Frasier said that she wants to discuss this with the Attorney for the Town.

Judy Stock wished to speak on the proposed solar panels. She feels that the Town Board should check with other companies before signing a 20 year agreement with Monolith Solar Associates LLC. Supervisor Frasier said that she will be meeting with Lindsay from Monolith Solar Associates LLC on Friday June 13, 2014 at 11 am, and that anyone was invited.

ADJOURNMENT:

Motion by M. Fitzgerald, seconded by G. Kuenzel to adjourn meeting at 6:50 pm. All voting yes. Motion carried.

Respectfully submitted,

Deborah F. Manning
Hague Town Clerk