

**TOWN OF FORESTPORT
SPECIAL TOWN BOARD MEETING MINUTES
FORESTPORT TOWN HALL
MAY 27, 2015 @ 6:30 PM**

**TOWN OF FORESTPORT
SPECIAL TOWN BOARD MEETING MINUTES
RE: PLANNING BOARD SECRETARY POSITION and NORTH
LAKE PROPERTY
FORESTPORT TOWN HALL
MAY 27, 2015 @ 6:30 PM**

MEMBERS PRESENT

Councilwoman Nancy Kardash
Councilman Ronald Scouten
Supervisor Parker Snead

MEMBERS ABSENT

Councilman Charles Scott
Councilwoman Joanne Kwasniewski

Town Clerk Shelley Entwistle

CALL TO ORDER:

The meeting was called to order at 6:30 pm by Supervisor Snead.

PLEDGE OF ALLIEGENCE:

Recited.

PUBLIC NOTICE:

Supervisor Snead acknowledged the public notice of tonight's meeting.

DISCUSSION:

A motion was made by Supervisor Snead and seconded by Councilman Scouten to retire to executive session regarding a personnel matter at 6:30pm. Roll call vote:

Councilman Ronald Scouten – yes
Councilwoman Nancy Kardash – yes
Supervisor Parker Snead –yes

The board returned from executive session at 6:48 pm with no action taken.

NORTH LAKE PROPERTY:

Supervisor Snead stated the board has agreed to market the North Lake property immediately on the conditions of a minimum bid of \$25,000 “as is, where is”, with sealed bids to be opened at a special meeting on September 2, 2015 at 6:30 pm.

A motion was made by Supervisor Snead and seconded by Councilman Scouten to advertise the sale of the property under the above terms. Roll call vote:

Councilman Ronald Scouten – yes

Councilwoman Nancy Kardash – yes

Supervisor Parker Snead –yes

Councilwoman Kardash asked if the board thought they should get a real estate appraisal for the property, but the board felt it was unnecessary.

HEALTH INSURANCE UPDATE:

Supervisor Snead stated he has received a letter from Excellus reporting that they are requesting permission from the state to raise their premium rates 16.8% for 2016. This is a preliminary notice, with no definite approval as of right now. The board will continue to monitor the situation.

PLANNING CLERK VACANCY:

Discussion took place regarding the vacancy for the planning clerk position as Clerk Kratzenberg will be leaving effective June 5th. Planning Chairman TJ Entwistle stated that the department needs a clerk for ten hours a week, and that the need is immediate. He asked the board to move to appoint Tracy Northrup as the interim clerk to fill the remainder of the 2015 appointment. Supervisor Snead asked if it would be possible for the Supervisor to utilize the clerk for clerical duties one to two hours per week, and Chairman Entwistle stated he didn't see an issue with that.

A motion was made by Councilwoman Kardash and seconded by Supervisor Snead to conditionally appoint Mrs. Northrup to the planning clerk position for the remainder of 2015 pending an interview with the Supervisor. Roll call vote:

Councilman Ronald Scouten – yes

Councilwoman Nancy Kardash – yes

Supervisor Parker Snead –yes

Mrs. Northrup will be hired at an hourly rate of \$15.00 per hour for ten hours per week. No health insurance benefits will be paid by the town.

ZONING BOARD OF APPEALS UPDATE:

Planning chairman Entwistle reported to the board that a shared services board of appeals would logistically be unproductive for the town. He and Supervisor Snead agreed to continue to research the matter with a tentative date of January 1, 2016 for implementation.

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

Supervisor Parker Snead –yes

With no further business, the meeting was adjourned by Supervisor Snead at 7:20 pm.

Respectfully submitted,

Shelley T. Entwistle
Forestport Town Clerk