

**TOWN OF HARRIETSTOWN  
TOWN BOARD AGENDA MINUTES  
DATE: April 20, 2023**

**PLEDGE TO THE FLAG**

**ROLL CALL**

|                         |                  |
|-------------------------|------------------|
| Supervisor Mallach      | Present via Zoom |
| Councilwoman Schrader   | Present          |
| Councilwoman Milne      | Present          |
| Councilman Williams     | Present          |
| Councilman Denkenberger | Excused          |

~Supervisor Mallach attended the meeting via video conferencing from Houston, Texas due to significant circumstances.

Also in attendance Harrietstown Town Clerk Sabrina Harrison, Harrietstown Accountant Beth Bevilacqua, Airport Manager Corey Hurwitch, Franklin County Legislator Lindy Ellis, and Building Maintenance Worker II Jen Rush, the Harrietstown Assessor Martin Tichenor and Ken Cornell were present via zoom.

**MINUTES APPROVAL**

Review of the minutes from the meeting held on March 23rd, 2023.

**A motion was made by Tracey Schrader to accept the minutes of the Agenda from the March 23<sup>rd</sup>, 2023 meeting as presented to the board, seconded by John Williams (m/s/p).**

**WARRANT # 6 OF 2023:**

**GENERAL FUND   \$64,165.62**

**AIRPORT FUND   \$145,597.44**

**GENERAL FUND OUTSIDE   \$ 4,185.25**

**HIGHWAY FUND OUTSIDE \$ 21,641.34**

**TRUST AND AGENCY   \$38,094.43**

**WATER AND SEWER    \$706.66**

**PASSERO ASSOCIATES:**

|                                           |            |
|-------------------------------------------|------------|
| Invoice 17140                             | \$7,774.17 |
| FAA Project No. 3-36-0105-79-21           |            |
| Runway 5-23 Rehab, Phase 2 (Construction) |            |

**A motion was made by Ashley Milne to pay the vouchers of Warrant #6 of 2023 and to include the Passero Invoice, seconded by Tracey Schrader (m/s/p)**

**COUNTY UPDATE:**

**Franklin County Legislator Lindy Ellis informed the board that the Franklin County Tax Foreclosure Real Estate Auction will be May 17<sup>th</sup> @ 10am.**

**UPDATES FROM THE SUPERVISOR:**

~Northern Forest Canoe Trail is requesting to serve alcohol at their event on May 12, 2023 from 5pm-10pm at the Town Hall.

**A motion was made by John Williams to allow the Northern Forest Canoe Trail to serve alcohol at their event at the Harrietstown Town Hall, seconded by Ashley Milne, Supervisor Mallach Abstained from voting, motion passed with Tracey Schrader, John Williams and Ashley Milne voting Yes.**

~Monarch Pledge

**A motion was made by Ashley Milne to allow Supervisor Mallach to support the Mayor's Monarch Pledge, seconded by Tracey Schrader (m/s/p)**

~Landfill Monitoring Contract

**A motion was made by Tracey Schrader to allow Supervisor Mallach to sign the landfill monitoring contract for 2023, seconded by John Williams (m/s/p)**

~May 10<sup>th</sup> Training

**Supervisor Mallach has organized harassment training at the town hall for all Town Employees.**

~Grants Accepted at County

**Ball field grants have moved to the next level, the town will need to look for a Grant Writer in the future.**

~Grant Complete for Preserve NY

~P.I.L.O.T.

~County Advertising Contract

**The Airport will be invoicing the County monthly for \$1,000 for ad space at the airport.**

~PFAS Bill

**A motion was made by Ashley Milne to allow Supervisor Mallach to sign the paperwork to receive money from the PFAS Bill, seconded by Tracey Schrader (m/s/p)**

~Approval for the town to use Harris Solutions Local Government for budget software

**A motion was made by John Williams to approve the Town to use the Harris Solution Local Government for budget software, seconded by Ashley Milne (m/s/p)**

~Spectrum: fax, credit card line/internet

**ASSESSING:**

~Martin will be presenting the 2 quotes regarding Revaluation.

**Harrietstown Assessor spoke in regard to the Revaluation that will be happening in the Town of Harrietstown in the upcoming years.**

**HIGHWAY:**

~Work Report

**AIRPORT:**

- 1- Request approval to attend annual NYAMA/TSA meeting in Syracuse NY on May 16<sup>th</sup>.  
**A Motion Was made by Tracey Schrader to approve attendance to the Annual NYAMA/TSA meeting in Syracuse on May 16<sup>th</sup>, seconded by Ashley Milne**
- 2- Request Upstate doors to replace fuel farm doors.  
**A motion was made by Tracey Schrader to approve Upstate Doors quote to replace the Fuel Farm Doors, seconded by John Williams (m/s/p)**
- 3- Request resolution to name airport manager as Authority Having Jurisdiction for aircraft fuel servicing.  
**A motion was made by John Williams to adopt Resolution #7 of 2023 Authorizing Airport Manager Corey Hurwitch to perform all duties of the Authority Having Jurisdiction for all aircraft fuel servicing, seconded by Ashley Milne, (m/s/p) Resolution is attached to the minutes.**
- 4- Request acceptance and approval for town supervisor and town attorney to sign 3 grant agreements.  
**A motion was made by Ashley Milne to approve Supervisor Mallach and the Town Attorney to sign the 3 grant agreements, seconded by Tracey Schrader (m/s/p)**
- 5- Request approval of low bid (contingent upon review by Airport Manager and Passero) and submittal of grant application for airport sweeper  
**A motion was made by John Williams to approve the low bid and submittal of grant application for airport sweeper, seconded by Ashley Milne (m/s/p)**
- 6- Request Town Board to formally approve changing use of Town Hangar (discussed at last meeting) from long term rental to transient hangar rental.  
**A motion was made by Tracey Schrader to approve changing the use of the Town Hangar from long term rental to transient hangar rental as discussed at the last meeting, seconded by John Williams (m/s/p) Councilwoman Ashley Milne did state that she voted yes with reservations.**

**COMMITEES**

Airport: John, Ashley

Highway: Tracey

Personnel: Jordanna

Safety: Jordanna

Building Town Hall & Cemetery: Tracey

HR: Jordanna

Special Districts Water & Sewer: Tracey

Lake Owner Assoc: Tracey, John

Dewey Mountain: John, Ashley

Parks/Recreation/Youth: John, Ashley

Tourism: Ashley

Business Park: John, Ashley

Code/Zoning: John, Jeff

Assessing: Jordanna, Jeff

Housing Authority: Jeff

Audit: Jordanna

Fire/Rescue: Jordanna

Negotiations (Union): Jordanna, Tracey

**COMMENTS FROM BOARD MEMBERS:**

**A motion was made by Ashley Milne to accept the bid from Darryl Crist to paint the interior of the Dewey Mountain Lodge, seconded by Tracey Schrader (m/s/p)**

**ADJOURN:**

**With no further business before the board Ashley Milne made a motion to adjourn at 8:09pm, seconded by John Williams (m/s/p)**