

Village Board of Trustees
 Regular Meeting
 Monday, May 1, 2017

MAYOR TRAVER CALLED THE MEETING TO ORDER AT 7:00PM. AFTER ROLL CALL MAYOR TRAVER LED THOSE PRESENT IN THE PLEDGE OF ALLEGIANCE.

Roll Call	Trustee Williams	Trustee Carpenter	Trustee DeVoe	Trustee Conlon
Absent	Trustee Conlon			
Highway	Bryan Etu	Jeff Caprood		
Police	N/A			
Code	Dave Armando			
Attorney	Matthew F. Fuller			
Public	Nasser Awawdeh	Jay Awawdeh	Tom Roche	

MINUTES

A MOTION TO ACCEPT THE MONTHLY MEETING MINUTES FOR THE FOLLOWING DATES WAS MADE BY **TRUSTEE CARPENTER**, SECONDED BY **TRUSTEE WILLIAMS**.

Monthly VB Meeting April 3, 2017
 Annual VB Organization Meeting April 3, 2017
 VB Public Hearing April 3, 2017
 Planning Board Meeting January 17, 2017
 Planning Board Meeting March 21, 2017

ALL AYES. MOTION CARRIED.

REPORTS

A MOTION TO ACCEPT THE FOLLOWING MONTHLY REPORTS WAS MADE BY **TRUSTEE DeVOE**, SECONDED BY **TRUSTEE CONLON**.
 Village Justice, Clerk/Treasurer, Code Enforcement, Highway, Groundskeeper, Police Chief, Water Superintendent.

ALL AYES. MOTION CARRIED.

RESOLUTIONS

RESOLUTION #80 OF 2016-2017

A RESOLUTION TO EXECUTE THE NYS DEPARTMENT OF TRANSPORTATION PERM 1 IN CONNECTION WITH WORK AFFECTING STATE HIGHWAYS
 MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE DeVOE**, WHICH STATES:

WHEREAS, the Village of Fort Edward is a municipality in New York and from time to time, the Village Street Department may need to conduct activities and operations upon highways and/or within right-of-ways controlled by the State of New York; and

WHEREAS, once every twenty (20) years, the State of New York requires municipalities to execute, a PERM 1 Permit entitled "UNDERTAKING for the benefit of The New York State Department of Transportation In Connection with Work Affecting State Highways"; and

NOW THEREFORE BE IT RESOLVED, the Village Board of Trustees authorizes Mayor Traver and Bryan Etu, Street Superintendent, to execute the required PERM 1 forms and any other documents pertaining to this renewal.

ALL AYES. MOTION CARRIED.

RESOLUTION #81 OF 2016-2017

A RESOLUTION APPOINTING A PART TIME SUMMER LABORER FOR THE STREET DEPARTMENT
 MOTION BY **TRUSTEE DeVOE**, SECONDED BY **TRUSTEE CONLON**, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby appoint Anthony Miller as a Part-Time Laborer for the Street Department for the Summer of 2017 at a rate of \$12.00 per hour. This seasonal appointment will begin no earlier than 06/01/2017 and end no later than 09/03/2017.

ALL AYES. MOTION CARRIED.

RESOLUTION #82 OF 2016-2017*

A RESOLUTION APPOINTING A PART TIME JUSTICE COURT CLERK
 MOTION BY **TRUSTEE CARPENTER**, SECONDED BY **TRUSTEE CONLON** WHICH STATES:

WHEREAS, Sharon Underwood has submitted a letter of intent to retire as Justice Court Clerk on June 30, 2017 and this position is a shared position with both the Town of Fort Edward and the Village of Fort Edward; and

WHEREAS, the position of Justice Court Clerk requires on the job training; now

THEREFORE BE IT RESOLVED, the Fort Edward Village Board does hereby appoint Danyell Deyoe to the position of part time Justice Court Clerk, beginning on April 20, 2017, at a rate of \$13.00 per hour.

ALL AYES. MOTION CARRIED.

* See "OTHER BUSINESS" below in reference to the discussion that was held prior to the adoption of the resolution.

RESOLUTION #83 OF 2016-2017

RESOLUTION ACCEPTING A BID FOR THE SAFE ROUTES TO SCHOOL (PIN 1759.58) PROJECT AND APPROVING THE ISSUANCE OF THE NOTICE TO PROCEED

MOTION BY TRUSTEE DeVoe, SECONDED BY TRUSTEE WILLIAMS WHICH STATES:

WHEREAS, on February 15, 2017, the Village of Fort Edward (the "Village") accepted bids for the Safe Routes to School project (the "Project"), in accordance with General Municipal Law section 103, said bids were publicly opened and read aloud at the Office of the Village, with the Notice to Bidders being duly posted and published as required by laws; and

WHEREAS, the Village received nine (9) bids for the Project, having base bids as follows:

HMA Contracting Corporation	\$495,500.00
Reale Construction	\$594,000.00
James Maloy	\$439,405.00
Delsignore	\$521,310.81
Catalfamo Construction	\$443,190.40
Cutting Edge Group	\$423,678.90
MCJ Construction	\$542,370.72; and

WHEREAS, after due deliberation thereon and after review of the bids by the engineers, MJ Engineering, and legal counsel, Meyer & Fuller, the Village has determined that Cutting Edge Group, LLC is the lowest, most responsible and responsive bidder in accordance the Project's Bid Specifications and General Municipal Law section 103; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Fort Edward that the Village hereby accepts the bid of Cutting Edge Group, LLC having a base bid amount of Four Hundred and Twenty Three Thousand, Six Hundred and Seventy Eight Dollars and 90/100 (\$423,678.90) for the Safe Routes to School project, and

BE IT FURTHER RESOLVED by the Board of Trustees of the Village of Fort Edward that the Village hereby authorizes the Mayor to execute the contract with Cutting Edge Group, LLC and to execute any other necessary documents to effectuate the terms of this Project, subject to the review and approval of the contract by counsel, and

BE IT FURTHER RESOLVED by the Board of Trustees of the Village of Fort Edward that the Village hereby authorizes the Mayor to execute and issue the Notice to Proceed to Cutting Edge Group, LLC for the Safe Routes to School project; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

A Roll Call Vote was Taken:

Voting:		Ayes	Nays	Abstain	Absent
Matthew Traver	Mayor	X	_____	_____	_____
Tracy Conlon	Trustee	X	_____	_____	_____
Peter Williams	Trustee	X	_____	_____	_____
Darlene DeVoe	Trustee	X	_____	_____	_____
Edward Carpenter	Trustee	X	_____	_____	_____

ALL AYES. MOTION CARRIED.

RESOLUTION #84 OF 2016-2017

RESOLUTION ACCEPTING THE FACILITY USE PERMITS FOR FORT EDWARD YOUTH SOFTBALL AND FORT EDWARD YOUTH BASEBALL

MOTION BY TRUSTEE CARPENTER, SECONDED BY TRUSTEE DeVoe WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby acknowledge receipt of the Facility Use Permit and supporting documentation from the Fort Edward Youth Softball organization; and

WHEREAS, the Fort Edward Village Board does hereby acknowledge receipt of the Facility Use Permit and supporting documentation from the Fort Edward Youth Baseball organization; and

WHEREAS, FESTA is a non-profit organization that coordinates Heritage Days and this annual event is scheduled to be held on Friday, June 24, 2017 and Saturday, June 25, 2017; and

WHEREAS, Heritage Days will feature a fireworks display again this year and historically, the staging area for the fireworks has been located at Bradley Beach, adjacent to the Fort Edward Recreation field, commonly known as the "Little League Park"; and

NOW THEREFORE BE IT RESOLVED, the Fort Edward Village Board does hereby grant the Youth Softball organization, permission to use the Fort Edward recreation fields located at Mullen Park; and

FURTHER BE IT RESOLVED, the Fort Edward Village Board does hereby grant the Youth Baseball organization, permission to use the "Little League Park" for the 2017 season contingent on coordinating the use of the Little League Park with FESTA for June 23, 2017 and June 24, 2017.

ALL AYES. MOTION CARRIED.

RESOLUTION #85 OF 2016-2017

RESOLUTION ACCEPTING THE FACILITY USE PERMITS FOR FORT EDWARD YOUTH SOCCER
MOTION BY **TRUSTEE DEVOE**, SECONDED BY **TRUSTEE WILLIAMS** WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby accept the Facility Use Permit and supporting documentation from the Fort Edward Youth Soccer organization and further grants this group permission to use the Fort Edward recreation fields located at Mullen Park. The authorization of use further requires the Fort Edward Youth Soccer organization to coordinate the use of fields with the Fort Edward Youth Football organization.

ALL AYES. MOTION CARRIED.

RESOLUTION #86 OF 2016-2017

RESOLUTION ACCEPTING THE PEDDLING & SOLICITING PERMIT FROM SFE ENERGY
MOTION BY **TRUSTEE CONLON**, SECONDED BY **TRUSTEE CARPENTER** WHICH STATES:

WHEREAS, the village board has reviewed the Peddling & Soliciting application and supporting documentation submitted by SFE Energy; and

NOW THEREFORE BE IT RESOLVED, the village board does hereby approve the soliciting request from this organization, for Monday-Saturday between the hours of 12:00-7:00. Proper identification should be carried at all times, along with a copy of this approval.

ALL AYES. MOTION CARRIED.

RESOLUTION #87 OF 2016-2017

RESOLUTION ACCEPTING THE LETTER OF INTENT TO RETIRE FROM JUSTICE COURT CLERK, SHARON UNDERWOOD
MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE CARPENTER** WHICH STATES:

WHEREAS, Justice Court Clerk, Sharon Underwood has worked, full time, as the Justice Court Clerk since January 2, 2002; and

WHEREAS, Sharon Underwood has submitted a letter of intent to retire, effective June 30, 2017; and

NOW THEREFORE BE IT RESOLVED, the village board does hereby accept the letter of intent to retire and thanks Sharon for her years of service, professionalism and dedication.

ALL AYES. MOTION CARRIED.

RESOLUTION #88 OF 2016-2017

RESOLUTION INTRODUCING PROPOSED LOCAL LAW AMENDING CHAPTER 100 OF THE CODE OF THE VILLAGE OF FORT EDWARD
TABLED

The board tabled the resolution until Attorney Fuller put the Local Law into final form. The Board will need to have the Local Law and Resolution in final form at least ten days prior to passing the Introduction Resolution. As per the May Attorney report, this Local Law will need to be referred to the Washington County Planning Board.

AUDIT OF BILLS

A MOTION BY TRUSTEE DeVoe, SECONDED BY TRUSTEE CARPENTER TO ACCEPT THE AUDIT OF BILLS AS FOLLOWS:

General Fund	#11	36,022.74	General Fund	#11 PBA	8,062.70
Water Fund	#11	13,352.97	Water Fund	#11 PBA	5,077.34
Air Stripper	#11	944.35	Air Stripper	#11 PBA	720.91
Water System Study	#11	3,285.00	Water System Study	#11	3,346.17

OTHER BUSINESS

RESOLUTION 82 OF 2017

Prior to passing this resolution, the Board discussed the hiring process for the Court Clerk. The Board asked if this was published in the paper, did the ad specify "only village residents", where does the Town come in to play during this process, why wasn't a village employee hired, who sat in on interviews, why didn't the village board or town board have involvement in the process and will the Town pay their contribution to the Clerk's salary when it comes due. A discussion was held.

VANDALISM AT MULLEN PARK

Trustee DeVoe asked about the vandalism at Mullen Park. Trustee Carpenter said that the Chief of Police is on vacation and he would pass along any questions to the Chief. A brief discussion was held.

DONNA HYNES

64 MCCREA STREET

Ms. Hynes was not in attendance when the topic of the McCrea Hotel was brought up. She arrived 8:35pm. See dialogue below.

D. Armando said he received phone calls this weekend in regards to this location. He visited the hotel and found the sleeping rooms to be destroyed. The rooms didn't have doors, ceilings were falling down and people were sleeping on the floor, not beds, in what seemed to be garbage. The board discussed the situation. Trustee DeVoe asked about the business downstairs. D. Armando said that he wasn't able to get into the bar because it was closed at the time. A discussion was held in regards to the Nuisance Law. By Code Enforcement condemning the building that would actually help the owner, by circumventing the eviction process, which could be expensive and timely. Attorney Fuller said the board should allow the Code Enforcement officer to do his job.

SAFE ROUTES TO SCHOOL (SRTS)/FUNDING

Attorney Fuller stated that the Attorney Meyer is working with the bank to prepare the documents.

STREET DEPARTMENT/SALT SHED

A discussion was held on storage of salt for the winter. Mayor Traver said he would follow up with Sean Doty, at Chazen to see what dimensions and requirements would be necessary to hold 50 ton of salt. Trustee DeVoe said she would reach out to Dan Eaton at DEC to see where they are at in regards to the building, located on McKie Street.

STREET DEPARTMENT/SEWER COMPOST

The Sewer Department may need assistance hauling wood chips from Pallets to the Sewer facility. The chips will be used to mix with sewer material. A discussion was held.

STREET DEPARTMENT/SWEEPER

J. Caprood said that the machine has been out and it's working well. Mayor Traver said he received several calls regarding areas that need to be done. The department is working on getting all areas of the village done. A brief discussion was held.

STREET DEPARTMENT/SIDEWALK REPLACEMENT ON PROSPECT STREET

Two (2) of five (5) homeowners have paid the sidewalk deposit. B. Etu said they would like to begin this project by the end of May, early June.

CT MALE UPDATES

Jim Thatcher, CT Male, provided update as follows:

From email dated April 27, 2017

Phase 4 Safe Water:

1. Release of Funds for the environmental review process received a few weeks ago;
2. First Drawdown of grant funds submitted to the Office of Community Renewal for program set up and engineering invoices;
3. J. Thatcher has spoken to Sean and other Chazen staff regarding CDBG provisions needing to be in the final Bid Documents;
4. J. Thatcher has provided Chazen with the Village's MBE-WBE Outreach Plan agreed to one or more phases ago with OCR in order to ensure that the Invitation to Bid is widely distributed to potential minority and women-owned Contractors. (No hard \$ goals for MBE-WBE participation, but the Village must make strong good-faith efforts to let such contractors know of the bidding opportunity;
5. Washington County expected to receive its Release of Funds for the Sewer Reconstruction Project any day from OCR (their environmental review required the same SEQR Type 2 Resolution that wasn't adopted until the 4/21 Board of Supervisors Meeting)

2017 Consolidated Funding Application Process:

1. Next cycle of the State's CFA funding (including CDGB) released on May 1
2. J. Thatcher will work with Mayor Traver and the Board on Village priorities or project ideas that could be ready or suitable for funding programs included in this CFA round
3. Deadline for applications expected to be end of July, as in years past.

HAZEN UPDATES

Sean Doty, Chazen Engineering, provided update as follows:

From email dated April 27, 2017

Engineer's Report

We continue to make progress on the report. Since last month we have been developing the "asset replacement plan" portion of the report for the water treatment plant (we have completed all field work for this). We are awaiting the testing results for the inside and outside coatings of the hill tank, which we expect to receive next week. We have made further progress on distribution main replacement plans and estimates as well, and we have a draft of the complete replacement plans ready. We are working with Benny to schedule some hydrant flow testing in the King Edward Knolls neighborhood to better understand pressures in this location, and if needed, recommend methods for improved delivery there. We are also making progress on the water rate analysis. Overall we are shooting for a draft of the report in the third week of May.

Important note: NYSEFC announced Round three of the water grant program. Which was one of the main reasons the Village wanted to prepare this report. The link to the announcement here: <https://www.efc.ny.gov/Default.aspx?tabid=677#>

We will have the report completed well in advance of the submission deadline; that way the Village can choose which projects that they intend to apply for funding. I will be coordinating with the Mayor and Trace during the latter part of May so we can be well prepared for this.

Phase IV

We intend to have the plans ready for bid next week! We (along with the Mayor and DPW staff) met with staff from BOCE's on Tuesday of this week to discuss the required temporary changes to the student and staff drop off/parking patterns during construction. Student drop off during construction will occur in the Village's parking lot on East Street, and the staff will still use the BOCE's parking lot. The Village will construct a temporary access from the East Street Parking Lot to BOCES. BOCES is ok with this arrangement.

Next week we intend to go over the final bid documents and estimates with both the Village and WCSD#2 prior to putting the project out to bid at the end of the week. We will also be sending the NYSDOT the final permit plans for the proposed Route 4 crossing. When we submit the final plans for bidding at the end of the week, we will also submit the same to NYSDEC and DOH for approval. Liann, we will also coordinate with you for bid advertisement in the post star. Lastly, we are sending the Project manual for Jim Thatcher for OCR approval this week.

Mayor Traver added that he attended a meeting last week with Sean and Brodie in regards to Phase IV. He said they discussed the staging areas for pick up and drop off for school buses. Pertaining to 13 Washington Street, the dry wells are no longer going to be placed at that location, therefore the foundation can be left intact and the amount of the bid can be reduced by the tonnage of the foundation.

MS4 Report

The MS4 draft annual report is currently in the 30 day public comment period. Liann sent a public notification to the Post Star that the draft report was available on the Village's website for review and comment (<http://villageoffortedward.com/news/>), in early April. The 30 day comment period will end on Monday, May 08. Assuming we do not receive comments, Chazen will finalize the annual report (soon after May 08) by completing the sections relating to the comment period. Chazen will then work with the Village to sign the necessary forms. Once

signed, the annual report will be finished and ready to send to the DEC. Our goal is to have the annual report sent to the DEC on Monday May 15, 2017 as the DEC deadline is June 01, 2017. This summer we should catch up on the Village's SWMP and its goals. I will schedule a meeting to follow up on this.

MARKETPLACE/DINNER

Trustee Williams said that the Farm-to-Table dinner, which was held on April 27, 2017 at 7:00pm was a huge success. 50 tickets sold out in a short amount of time. He thanked the Fort Edward Fire Department and the Idle Hour Club, who both donated items to the dinner. The caterer, from Paulette, Vermont did a great job. A tentative date for a second Farm-to-Table dinner has been set for May 27th. As of now, there are 10 committed vendors for the Marketplace and the opening of the market is set for Thursday, June 1st, 2017.

MARKETPLACE/LAWN

Mayor Traver said he has asked to get quotes from a couple of vendors who can fertilize the lawn, as needed, at the Marketplace. Currently two business have been contacted, however no quotes or information have been received yet.

YACHT BASIN/LAWN

Trustee DeVoe said that there are some bare spots on the lawn at the Yacht Basin. Since the gazebo has been removed its nothing but dirt. B. Etu stated that the department would go over and take a look. Perhaps they can throw down topsoil and seed.

CABLE FRANCHISE RENEWAL

The renewal is set for November 2017. The board held a general discussion. On 03/01/17 Clerk Lyons sent an email containing the existing Franchise agreement, the proposed Charter agreement, and the contact information for the Charter Communications contact, along with emails from Charter and NYCOM for reference. Attorney Fuller suggested this to be a good starting point for the discussions.

AIR STRIPPER MAINTENANCE CONTRACT

The board discussed the annual maintenance contract, as well as the checklist given to the Water Superintendent by O'Brien and Gere, the engineers for General Electric. The board discussed the Air Stripper and agreed that it was time to revisit this contract. A copy of the checklist was included in the monthly meeting packet for the board members to review.

PUBLIC COMMENTS

Nasser Awawdeh
182 Broadway

Stated that he is in the process of renovating this location by making the building a commercial use on the first floor, with one apartment on the second floor. He further stated that he has spoken to DOT in regards to a curb cut at this location. DOT was on site, discussed the proposed with the owner and DOT informed him that the village would need to submit a letter approving the proposed curb cut.

N. Awawdeh asked the board for permission to do a curb cut at this location. Currently there is one parking spot where the curb cut is proposed, which is about 2ft after the existing drywell. Mayor Traver said that he would like to walk the location with the Street Superintendent, B. Etu. A discussion was held.

Attorney Fuller advised the board to get a copy of the proposed plans and specs for the curb cut. Trustee DeVoe said that letter DOT is looking for is what the village provided to DOT when the Fire Department was requesting the removal of parking spaces in front of their building.

A motion to remove the parking spot located in front of 182 Broadway, to allow the curb cut, and to require the owner to repair the area according to DOT standards, was made by Trustee DeVoe, seconded by Trustee Williams. All ayes. Motion Carried.

BOARD COMMENTS

ROGERS ISLAND

NYS Department of Parks, Recreation and Historic Preservation submitted a letter dated April 13, 2017, in regards to the proposed Rogers Island dig that would document historic portions of Rogers Island Park, which Dr. Starbuck would like to hold this summer. The letter outlined several areas that require additional information. Trustee Carpenter said he has an appointment to meet with Dr. Starbuck on Friday, May 5, 2017. At that time, Dr. Starbuck will draft a letter in response to the States April 13, 2017 letter. A discussion was held.

DONNA HYNES

64 MCCREA STREET

Stated that the Fort Edward Police Department reached out to the owners of 64 McCrea Street, Martin and Roseanne Stalker, and they have since hired their daughter, Donna Hynes to deal with the McCrea hotel. When the PD reached out to the owners, they were calling to notify them that they were close to the points allowed in the nuisance law.

Ms. Hynes stated that she is in the process of trying to evict several tenants as well as to put certain screening processes in place prior to renting to new people. She submitted a narrative that is attached to and made an official part of these minutes.

D. Armando went over his observations from his visit to the location this past weekend. See "other business" above. The board held a discussion with the applicant. Trustee DeVoe stated that by having Code Enforcement condemn the building, the owner's will avoid going through the cost and time of an eviction process. Once the building is condemned, she can then address the outstanding issues and will have the opportunity to re-open as soon as the renovations are done. In addition, the business on the first floor will be able to remain open during this process. If this location acquires further points as outlined in the nuisance law, the Board has the authority to close the building. If that course of action were to play out, the building wouldn't be able to be re-opened for a minimum of six (6) months.

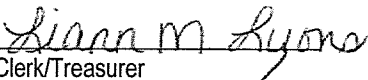
Ms. Hynes stated that the only agency placing tenants in the building is the Washington County Department of Social Services. Attorney Fuller recommended that D. Armando do a full inspection of the building. Ms. Hynes stated that she would make herself available to do a building walkthrough. D. Armando said that he would call Ms. Hynes on Tuesday, May 2nd.

At 8:50pm, a motion to adjourn the meeting to executive session to discuss the employment of a specific individual was made by **Trustee DeVoe**, seconded by **Trustee Carpenter**. All ayes. Motion Carried.

At 9:20pm, a motion to come out of executive session was made by **Trustee Carpenter**, seconded by **Trustee Williams**. All ayes. Motion Carried.

There being no further business, at 9:20pm, a motion to close the meeting was made by **Trustee Carpenter**, seconded by **Trustee Williams**. All ayes. Motion Carried.

Respectfully Submitted,


Clerk/Treasurer

Dated: May 2, 2017

64 McCrea St

There is a manager on duty 24 hours/day, Edward Hall. He's paid to clean all common areas, take care of tenant issues (e.g. disagreements, damage, etc.)

Ed hasn't been contacting owner (RoseAnn Stalker) or acting landlord (Donna Hynes).

Last week RoseAnn received call from Fort Edward Police department that 64 McCrea St has almost reached the limit of 18 points of the "nuisance law" within the past 6 months.

RoseAnn lives in Florida, Donna, has been stopping in since this phone call and has found from most of the tenants that Ed hasn't been addressing any of the problems in the building, Donna found garbage not brought out for garbage pickup, but piling up in a room and Ed instigating fights.

Ed was fired around 4/12/17, but is still living there until his eviction goes through, we can't just remove him, it has to go through the court system. He said to Donna and multiple tenants in the building, all who are willing to come forward, that he is going to "cause as many problems as he can so the building (owners) gets shut down". He is a disgruntled ex-employee.

I, Donna Hynes, am going through the eviction process with Ed. Due to the length of time the eviction process takes, he will be living there until it goes through the court system, and he will continue to cause problems.

There are other residents receiving eviction notices, accused drug users/dealers, and general trouble makers. Unfortunately, due to the law, there isn't anything we can do until the evictions go through the court system. I, Donna Hynes, went to the Fort Edward Police Department today, 4/24/17, around 4:00pm and they agreed, we can't do anything until the evictions go through the system.

In the future to correct these problems we are going to have written tenant agreements, we will check their references, and do what we can to weed out the problem tenants ahead of time. In addition, Donna will make weekly visits to the property and talk to the tenants about any issues they encounter, and if the Fort Edward Police are ok with it, she will see them once a month to keep up on any problems that the new manager may have neglected to mention.

In addition, there is a written notice hanging in clear view of the rule that are not to be any overnight guest's, EVER, which is enclosed with this packet.

Another step being taken is there is now a written rental agreement. We are requesting at least one legitimate landlord reference, Donna will check it; I have learned a few ways to ensure it's really is the owner of the building and it is a rental building, using public records. In addition to the landlord reference, we will ask for 3 personal references and it would really help if the town police had any ideas for us to weed out the type of people we don't want to rent to.

