

**Village of Fort Edward**  
**Board of Trustees – Regular Meeting**  
**Monday, June 2, 2025, at 7:00 p.m.**

Mayor Traver called the meeting to order at 7:00 p.m.

**Roll Call:** Trustee Williams, Trustee Carpenter, Trustee Boucher  
**Absent:** Trustee Cutler

**Present:** Cheryl Fisher, Eileen Irwin, Doreen Rabine, Dave Earsing, Barbara Seymour, Sharon Tasker-Dalton, Jeff Caprood, Jim Thatcher.

**Approval of December minutes**

Motion by: Trustee **Williams**  
Seconded by: Trustee **Carpenter**  
**Dated: June 2, 2025**  
All Ayes. Motion Carried.

**Approval of Reports - Clerk, Court, Code, Street, Water, Sheriff**

Motion by: Trustee **Carpenter**  
Seconded by: Trustee **Williams**  
**Dated: June 2, 2025**  
All Ayes. Motion Carried.

<b>Audit of the Bills – Abstract #12a – 2024-2025</b>	<b>Abstract #1 for 2025-2026</b>
General Abstract - <b>\$19,874.30</b>	General Abstract - \$22,975.00
Pay Before - <b>\$9,522.61</b>	Water Abstract - <b>\$6,400.00</b>
Water Abstract - <b>\$11,022.52</b>	
Pay before - <b>\$3,726.60</b>	

Motioned by: Trustee  
Seconded by: Trustee  
**Dated: June 2, 2025**  
**All Ayes. Motion Carried.**

**Summary**

The meeting focused on approving previous minutes, financial reports, and new business resolutions, including permits for local events and discussions on sewer infrastructure funding. Key decisions included the approval of bills and resolutions for peddling permits and facility use, while action items involve further discussions on housing community status for grant eligibility.

**Approval of Previous Minutes and Reports**

- The minutes from the May meeting were reviewed and accepted unanimously.
- Reports from the Clerk, Street, Water, Code, and Sheriff were also approved without question.

**Audit of Bills**

- The General Abstract for June was \$19,874.30, with additional payments detailed for audit and water services.
- A motion to pay the bills was carried unanimously.

## **New Business**

### **New Business - Peddling Permit for Moe Diesels**

- A peddling and soliciting permit was approved for Moe Diesels food truck to operate on Tuesdays for a fee of \$40 per day.
- The resolution was passed with no objections.

### **RESOLUTION # 1 of 2025-2026**

#### **Peddling and Soliciting Permit, Bo Dizzles LLC Food Truck**

Motion by: Trustee Williams

Seconded by: Trustee Boucher

**Dated: June 2, 2025**

**WHEREAS**, the Fort Edward Village Board does hereby approve the Peddling and Soliciting permit for Bo Dizzles Food Truck operated by Cleveland Robinson; and

**WHEREAS**, the approved days of operation are 4:00 pm – 8:00 pm on Tuesdays for Tuesdays on The Hudson for a fee of \$40.00 per day; and

**NOW THEREFORE BE IT RESOLVED**, this resolution shall take effect immediately.

**All Ayes. Motion Carried.**

### **Facility Use Permit for Mullen Park**

- The Washington County WIC program was granted permission to use Mullen Park on **August 14, 2025**, for World Breastfeeding Week.
- The resolution was approved without opposition.

### **RESOLUTION 2 of 2025-2026**

#### **Facility Use Permit – Washington County WIC Program**

Motion by: Trustee Williams

Seconded by: Trustee Boucher

**Date: June 2, 2025**

**WHEREAS**, the Fort Edward Village Board does hereby acknowledge receipt of the Facility Use Permit and supporting documentation from the Washington County WIC Program; and

**WHEREAS**, the Fort Edward Village Board does hereby grant the program permission to use Mullen Park located at 32 McIntyre Street on August 14<sup>th</sup>, 2025, for celebrating “World Breastfeeding Week” which will include WIC participants and WIC staff members; and

**NOW THEREFORE BE IT RESOLVED**, this resolution shall take effect immediately.

**All Ayes. Motion Carried.**

### **RFQs for Engineering and Admin Services**

- The board reviewed submissions for engineering and administrative services for the 2024 CDBG project.
- KPSC was recommended for engineering services, and CTL for administration, with resolutions passed to appoint them.

### **Resolution # 3 of 2025-2026**

#### **Awarding Engineering and Admin Services for Blighted Properties**

Motion by: Trustee Williams

Seconded by: Trustee Carpenter

**Dated: June 2, 2025**

**WHEREAS**, the Fort Edward Village Board of Trustees posted an RFQ to the Contract Reporter regarding Engineering and Administration services for the 2024 CDBG Vacant and Blighted Property Clearance Program; and

**WHEREAS**, the Village Board of Trustees has reviewed three (3) submissions for Grant Admin and one (1) submission for Engineering Services; and

**WHEREAS**, the Village Board of Trustees shall award the Engineering Services to KSPE, LLC and Administration services to CT Male; and

**NOW THEREFORE BE IT RESOLVED**, this resolution shall take effect immediately.

**All Ayes. Motion Carried.**

**Local Law for Peddling and Solicitation**

- The local law was updated to make changes to the permit fee schedule for vendors and/or food trucks to \$250 or \$40 per event.
- The resolution was adopted after a roll call vote.

**Resolution # 4 of 2025-2026**

**Resolution adopting local law amending chapter 232 of the code of the village of Fort Edward concerning peddling and soliciting.**

Motion by: Trustee Williams  
Seconded by: Trustee Carpenter  
Dated: June 2, 2025

**WHEREAS**, pursuant to Section 10 of Municipal Home Rule Law and the Village Law of the State of New York, the Village Board of Trustees (the “Board”) of the Village of Fort Edward (the “Village”) has the authority to adopt local laws to protect the health, safety and welfare of its citizens; and

**WHEREAS**, the Board finds and determines that Chapter 232 of the Code of the Village of Fort Edward should be amended to better serve the needs of the Village and to protect the health, safety and welfare of the citizens of the Village; and

**WHEREAS**, the a draft local law amending said chapter has been presented to the Board and the Board held a public hearing on the proposed local law; and

**WHEREAS**, the proposed local law is not an action subject to the New York State Environmental Quality Review Act; and

**WHEREAS**, the local law has been in final form and before the members of the Board for the required time, and the Board wishes to adopt the proposed local law.

**NOW, THEREFORE BE IT**

**RESOLVED**, that Board finds the proposed Local Law 2 of the year 2025 to be in the best interests of the citizens of the Village; and be it further

**RESOLVED**, that Local Law 2 of 2025 is hereby adopted as Local Law 2 of 2025; and be it further

**RESOLVED**, that this resolution shall take effect immediately.

**Roll Call**

Trustee Williams	Aye
Trustee Boucher	Aye
Trustee Carpenter	Aye
Trustee Cutler	Absent

### **Appointment of Alternate CBA Member**

- The appointment of an alternate ZBA member was postponed due to potential changes in board positions.
- A training session for board members was discussed to ensure compliance with requirements.

### **Use Permit for ADK U.S.S.A. Pride 1200 Softball**

- A facility use permit for the softball team was discussed, with concerns raised about field usage and scheduling.
- The permit was approved with conditions to ensure local recreational events take precedence over outside events.

### **Resolution # 5 of 2025-2026**

#### **Facility Use Permit – ADK USSSA Pride 12U**

Motion by: Trustee Boucher  
Seconded by: Trustee Williams  
Dated: June 2, 2025

**WHEREAS**, the Fort Edward Village Board does hereby acknowledge receipt of the Facility Use Permit and supporting documentation from the Adirondack USSSA Pride 12U softball; and

**WHEREAS**, the Fort Edward Village Board does hereby grant the Adirondack USSSA organization permission to use Mullen Park softball field located at Mullen Park which includes a full schedule of practices and games; and

**WHEREAS**, the Village Board agrees to adopt this resolution pending schedule is forwarded to the Recreation Director and approved by the director; and

**NOW THEREFORE BE IT RESOLVED**, this resolution shall take effect immediately.

**All Ayes. Motion Carried.**

### **Sewer Infrastructure and Pro-Housing Community Discussion**

- Discussions were held regarding grant funding opportunities for sewer projects tied to the industrial park.
- The importance of becoming a pro-housing community to access additional funding sources was emphasized, with plans to draft a letter of intent.

### **Pro-Housing Communities Discussion**

- The discussion highlighted the need to increase community dialogue about housing at various affordability levels, beyond just low-income options.
- Concerns were raised about community resistance to affordable housing projects due to local political debates.
- Jim emphasized the importance of being recognized as a pro-housing community to access specific grant programs, which could provide significant funding for housing projects.

### **Cooper Prospect Grove Paving Project**

- The project requires full-depth reconstruction of the road due to inadequate existing infrastructure, with a focus on improving stormwater management.
- A change order was proposed to maximize the use of grant funding, allowing for a base coat but not a final topcoat at this time.
- The village will need to approve the change order to proceed with the project, which is expected to start within several weeks.

### **Public Hearing for Zoning Amendments**

- A resolution was proposed to hold a public hearing on July 7th at 6:30 p.m. to discuss amendments to the zoning definition of a motel. This resolution will be **Resolution #6 of 2025-2026**.
- The hearing aims to refine the existing zoning laws to better align with community needs and regulations.

A motion was made by Trustee **Williams**, seconded by Trustee **Boucher**.  
All Ayes. Motion Carried.

### **Bond Resolution Update**

- The bond resolution passed a couple of years ago was for approximately \$7.3 million, with the current project cost at about \$6.8 million after accounting for a \$1 million grant.
  - The net borrowing for the village is estimated to be around \$2.8 to \$2.9 million, and an updated resolution is needed to increase the project amount to approximately \$5.8 million. A motion to adopt a resolution was made by Trustee **Carpenter**, seconded by Trustee **Boucher**. All Ayes. Motion Carried.
  - A special meeting is scheduled for June 10th at 5 PM to discuss these financial details further.
- A motion was made by Trustee **Williams**, seconded by Trustee **Boucher** to approve the change order.

**All Ayes. Motion carried.**

#### **Library Accommodations for Tutoring**

- A resident expressed frustration over the library's refusal to accommodate tutoring sessions for her disabled daughter, highlighting the lack of educational resources available.
- The resident reported that both she and her daughter's tutors faced resistance from the librarian, which has hindered her daughter's access to education.
- The village board clarified that they provide funding to the library but have no direct control over its operations, suggesting the residents attend the library board meeting for further assistance.

#### **Traffic and Parking Concerns at Yacht Basin**

- A resident raised concerns about traffic and parking safety at the UP basin, noting that the current setup leads to dangerous situations when trying to exit the area.
- Suggestions were made to consider making Satterley Lane one-way and to implement parking lines to improve traffic flow and safety.
- The board acknowledged the need to review the parking layout and consider potential solutions to enhance safety for residents and visitors.

#### **Parking and Signage Improvements**

- There is a need to promote downtown Fort Edward and ensure visitors' safety as more people are expected.
- Current parking lots have issues such as congestion and lack of clear signage indicating public parking availability.
- Suggestions were made for improving walkways and adding signage to guide visitors to parking areas.
- Mayor Traver mentioned a previous plan for signage that did not materialize, indicating a need to revisit this initiative.
- Responsible parties for signage improvements need to be identified, and potential grant opportunities for better signage were discussed.

#### **Founders Day Festival and Parade Planning**

- The Founders Day festival will include a car show, cornhole tournament, and a parade, with various activities planned throughout the day.
- Local businesses and organizations are involved in providing entertainment, food, and activities for the festival.
- The mayor and trustees are expected to participate in the parade, and a Grand Marshal has been selected.
- Traffic control will be coordinated with local sheriffs to ensure safety during the event.
- Advertising for the festival will begin in mid-June to encourage community participation.

#### **Train Safety Concerns**

- There have been multiple incidents involving cars and trains, raising serious safety concerns.
- Eileen Irwin expressed worry about the lack of safety measures at train crossings, particularly for hearing-impaired individuals.
- Mayor Traver will contact the plant manager to discuss safety measures at the crossings.

#### **Zoning Regulations for Marion Street**

- Only single-family homes are permitted to be built on Marion Street due to zoning regulations established eight to ten years ago.
- The area is prone to flooding and has wetlands, making construction challenging.
- Residents noted that any potential construction would be needed to comply with environmental regulations.

#### **Playground Safety Issues**

- Nasrene Haj raised concerns about unsafe conditions at the playground and mentioned previous attempts to contact the original project company for repairs.
- Clerk Rose confirmed ongoing discussions with Playsafe regarding the safety issues and the need for repairs.

#### **Bathhouse Management**

- There is a need for regular cleaning of the bathhouses, which has not been adequately addressed.
- The mayor suggested finding someone to manage the cleaning, as previous cleaner has decided not to take on the responsibility this season.
- The possibility of integrating cleaning duties with the camping pilot program was discussed.

### **Camping Pilot Program Update**

- The application for the camping pilot program has been submitted, but no response is expected before June 1st.
- Kyle Cozzens is working on signage for the camping area and discussed options for payment collection.
- The group agreed on a practical approach to managing payment envelopes for campers.

### **DPW Contract Negotiations**

- The DPW contract is being reopened for negotiations, with all terms potentially on the table.
- Trustee Williams emphasized the importance of being prepared for discussions on various contract aspects.
- Mayor Traver received a letter regarding the negotiations and will review it for further action.

### **Tree Removal**

- Clerk Rose received a quote from Richard Sears Tree Experts for three (3) trees to be removed that have been deemed dead by the village arborist, Mike Dickinson. The village board has agreed to authorize the mayor to sign for Richard Sears to remove the trees and not to exceed **\$6,000.00** and will piggyback off the Queensbury contract. A motion was made by Trustee **Carpenter**, seconded by Trustee **Williams**. All Ayes. Motion Carried.

A motion to adjourn was made by Trustee **Carpenter**, seconded by Trustee **Boucher**. All Ayes. Motion Carried.

Respectfully submitted,

Janelle Rose  
Village Clerk-Treasurer