

**Village of Fort Edward**  
**Board of Trustees – Regular Meeting**  
**Tuesday, September 8, 2026, at 7:00 p.m.**

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

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

**Absent:** Trustee Boucher

**Present:** Doreen Rabine, Jim Thatcher, Dave Earsing

.....  
**Approval of August minutes**

Motion by **Trustee Williams** seconded by **Trustee Cutler**

All Ayes. Motion Carried.

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

Motion by **Trustee Carpenter** seconded by **Trustee Cutler**

All Ayes. Motion Carried.

**Audit of the bills**

Abstract #4 General **\$47,043.70**

Abstract #4 Water **\$30,974.96**

PBA #4 General **\$12,206.92**

PBA #4 Water **\$3,273.60**

Motioned by **Trustee Cutler** seconded by **Trustee Williams**

All Ayes. Motion Carried.

**Summary**

The meeting covered routine board approvals, zoning enforcement issues, infrastructure and utility project updates, procurement and public hearing scheduling, and several community event matters. The board approved minutes, reports, abstracts, and payments; set an October 5 public hearing and annual audit; and moved forward on street conveyance, crossing guard hiring pending a background check, and demolition bid follow-up. Major operational discussions included water tower and East Street project timelines, CHPE coordination, Knolls Pond duckweed remediation, Cooper Prospect Road bid clarification, tree removals, and reservoir/cell tower site security. The board also reviewed extensive Founders Day/FESTA planning, including parade staffing, merchandise, sponsorship funding, event timing conflicts, and 501(c) arrangements, along with building beautification, park/trail plans, and recent property and public safety incidents.

**Zoning enforcement for motel conditions and alleged long-term rentals**

The motel on the hill has a one-year condition that may revert, which could prohibit long-term rentals; the board needs to notify the property owner and enforce zoning rules. School enrollment records show children registered at 14 Thornwood under different family names, suggesting possible noncompliant long-term rentals. The clerk and zoning officer were asked to gather documentation, including possible school records, while the zoning officer must build evidence that meets legal standards for any enforcement action. Police reports may contain useful details, but they do not by themselves establish residency.

**Water tower construction progress**

Piling and rebar work are underway at the new water tower site. Trinity estimated that site preparation could be completed in three to four weeks. Roadway construction into the tower site is in progress and will continue to be monitored.

### **East Street water project and CHPE activity**

East Street water work is expected to begin the following week and will narrow the roadway for several months while work is underway. Champlain Hudson Power Express activity remains ongoing in the area through Kiewit. The town will continue to monitor repairs and coordinate at bore locations, including Roger/Center, Canal Street, 50 East Street, and 62 Canal Street.

### **Demolition bid reissuance and procurement timing**

The demolition project was re-advertised after the initial bid period produced no bids. The new bid deadline was set for around the 18th, using a shorter solicitation period. The board discussed extending the bidding window if possible, to attract more bidders and stay aligned with federal procurement expectations before award.

### **Cell tower site and reservoir access/security**

Ongoing communications about the cell tower were discussed, and related documents were circulated to board members. Concern was raised that the park/reservoir gate is not consistently locked in the evenings, which has allowed trespass and vandalism near the future cell tower site. Staff were instructed to make sure the gate is secured.

### **Irving Tissue - Eddy and Mill Street conveyance and public hearing schedule**

The board approved moving forward with the conveyance of Eddy, and Mill Streets. A public hearing was set for the conveyance process. The annual audit of the treasurer's books and the public hearing were scheduled for October 5, with the audit at 6:15 PM and the street hearing to follow shortly after.

### **Knolls Pond duckweed remediation and fountain installation**

The new pond pump with bubbler and fountain arrived in two pieces and is expected to reduce duckweed and improve the pond's appearance once powered. Power will require trenching and 18-inch-depth conduit installation. Brownell agreed to run the conduit, the village may rent a trencher for a four-hour period to reduce impact on village equipment. Past duckweed treatment using strong vinegar provided only temporary results, so mechanical aeration and the fountain are the preferred long-term solutions.

### **Crossing guard substitution and background check**

Kameron Brayman applied to be a substitute crossing guard and was considered a suitable candidate pending a background check by the Sheriff's Department. The board approved hiring the substitute crossing guard contingent on a clear background check. Current staff indicated they were willing to cover shifts if needed.

### **CHIPS funding and Cooper Prospect Road topcoat bid clarification**

Bid documents for the Cooper Prospect Road topcoat contained discrepancies regarding wing coverage and material thickness. Peckham will be asked to clarify the bid details so the town can determine the lowest responsive bidder. The board authorized proceeding after clarification and acceptance of the lowest compliant bid.

### **Founders Day event recap, logistics, and funding concerns**

Founders Day for the coming Saturday was reported as ready, with the parade lineup, Veterans' Home ceremony at 11:30 AM, Color Guard, Marines, Cambridge Band performance, and distribution of a sponsorship booklet prepared by Larry Montello. Security and traffic control staffing remain a concern because fewer Sheriff's deputies are available this year than last year, so DPW and fire police may need to cover additional positions. Organizers discussed moving next year's event date to avoid conflicts with 9/11 observances and the Balloon Festival, and they will review local event calendars before selecting a future date. The sponsorship booklet generated roughly \$2,400 net after a \$500 printing cost; most sponsors were outside the town or village. The organizer requested an increase in town support from \$5,000 to \$6,000 to cover higher vendor costs, including fireworks, horses, and children's activities. The group also discussed 501(c) handling for event funds and raffles; the American Legion currently handles 501(c) responsibilities, and organizers will review options for next year.

### **FESTA/Founders Day leadership and event roles**

The current FESTA/Founders Day leadership structure and its relationship to fire department leadership were discussed as separate entities. Several volunteers expressed interest in taking over roles after current terms end, including marketplace management, basket raffle coordination, and music or entertainment booking. Parade organization will continue with existing support, and volunteers are available to help with floats and participants.

### **Marketplace building use, dumpster, and waste management**

Vendors and marketplace users were reminded not to drag tables and to carry out all garbage because the building does not have a village dumpster. Waste Management delivered five garbage cans, and a dumpster is expected. The garbage cans will be stored temporarily at a church or barn to avoid misuse, with village crew assistance if needed.

### **Merchandise, signage, and parade materials**

Festival shirts are available in gray and through an online Hallware store. Thirty reusable road signs promoting Founders Day were ordered from Liberty Signs for ongoing use.

### **Fireworks safety and site selection**

The fireworks location and safety measures will be determined by the appropriate parties to ensure public safety. Compensation or certificates for contractors, including the pyrotechnics provider, were mentioned as part of the event arrangements.

### **Honoring a long-time resident during the parade**

Plans to recognize a longtime resident, possibly the oldest citizen, with a personalized cutting board, biography, and a stage appearance after the parade. Mitch will obtain the biography for recognition. The recognition will be promoted on Facebook with the resident's biography.

### **Building improvements, curtains, and art exhibit**

Curtains will be installed in buildings 138 and 140, beginning with 140, in time for Founders Day to improve presentation. An art exhibit is planned using local artists' paintings, starting with work from the speaker's relative who taught at the Fort Edward Art Center. Outreach will be made to other local artists so the windows can function as rotating mini exhibits.

### **Exterior touch-ups and awning removal**

A temporary paint touch-up is proposed for the siding on 138 and 140 to improve curb appeal until long-term work can be scheduled. The deteriorated awning on 138 should be removed and the framework cleared.

### **Volunteer interest in building tours and potential buyers**

Recent building tours generated interest from potential buyers or tenants, including someone associated with the Newman and Hill building. The village will continue outreach to interested parties and report back on any formal offers or next steps.

### **Recent property sales and rehabilitation plans**

A real estate agent purchased 151 in the Pumpkin Mows area and intends to rehabilitate the condemned building. A nearby property on Jordan Place was sold and will be subdivided, with plans to build a new home and rehabilitate the existing one.

### **Tree removals and right-of-way responsibilities**

Several trees in poor condition were identified on Center Street, Roger Street, Seminary, and Canal Street and need inspection or removal. The Seminary tree was reported as manageable, and Jeff confirmed he could handle that removal. Some trees fall within the village right-of-way, about 25 feet from the centerline, so the village is responsible even if homeowners originally planted them.

### **Little League Park break-in and theft**

Over the weekend, Little League Park was broken into and the public address system and parts of a slush machine were stolen. There was also evidence of attempts to remove copper. The Sheriff's Office responded, collected fingerprints, and is pursuing the incident due to the value of the stolen PA system.

### **Underwood Monument relocation and trolley monument footing**

DPW will relocate the George Underwood Monument slightly onto the walkway in Underwood Park. An informational placard will be installed next to the monument by Paul. Footings for a new trolley-system monument are being planned, and Jeff will meet with LaSalle's Monuments to discuss footing requirements.

### **Ongoing DPW projects and infrastructure list**

Current DPW priorities include roadway work, cell tower-related tasks, water project follow-ups, and seasonal fall items already on the list. Raffle management and other administrative tasks remain ongoing.

### **Visitor center trails and park grant readiness**

Work will begin marking trails at the visitor center and developing the site so it can be shovel-ready and eligible for future grants. The goal is to prepare the trail and park plan to support a grant application for construction and park development.

### **Dog waste and park use behavior**

Village Park and visitor-area trails are being used by dog owners who often do not pick up waste, creating a cleanliness issue. Existing signage reminding users to pick up after dogs has been removed in some areas and may need to be replaced. Village officials discussed enforcement, community awareness, and monitoring repeat offenders as possible remedies.

### **Finance tasks, check printing, and payroll**

Checks will be printed the following day, and staff will be called with details when the run is complete. Administrative financial processing and payroll-related tasks were confirmed as scheduled.

### **Scheduling and final event timing concerns**

A question was raised about whether scheduling an event on 9/18 would conflict with Balloon Festival weekend and other local events. Concerns were voiced about event overlap and possible attendee complaints related to the proximity of dates. Event planners will assess the overlap and confirm final dates.

A motion to adjourn the meeting was made by Trustee **Carpenter**, seconded by Trustee **Williams**.

All ayes. Motion carried.

---

Janelle Rose  
Village Clerk-Treasurer