

SPECIAL BOARD MEETING – SEPTEMBER 6, 2011

The Special Board meeting of the Town Board of St. Armand was held on the above date at the Town Hall, Bloomingdale, NY.

PRESENT: Supervisor Joyce W. Morency, Councilmen Samuel A. Grimone, Earl J. Dakin, Jr., Thomas C. Jones, Councilman Paul Woodruff. Cynthia A. Woodson, Town Clerk.

GUESTS: Sandy Hayes, Connie and Gabriel Willette, Carol Techman, Charles Whitson, Jr., and Jeff Cotter.

Supervisor Morency called the Special Board meeting to order at 6:15 p.m.

The Pledge of Allegiance was led by Councilman Grimone.

Public Notice sent to Adirondack Daily Enterprise is as follows:

The St. Armand Town Board will hold a Special Board meeting on Tuesday, September 6, 2011 at 6:00 p.m. to discuss the following items: 1. Sewer Project, 2. Water Department updates, 3. Appointments and Resignations, and 4. Any other business to come before Town Board. The public is welcome to attend.

RESIGNATIONS AND APPOINTMENTS

Supervisor Morency stated that Councilman Woodruff has submitted his resignation as Councilman for St. Armand due to now living outside of St. Armand.

Town Clerk read the letter of Resignation (exactly as written): I wish to inform the Supervisor and Town Board of St. Armand that as of August 31, 2011, I have purchased a home outside of the Town of St. Armand. For this reason, I must resign as a Councilman from the Town Board. Respectfully Paul Woodruff.

Supervisor Morency asked for a resolution accepting the resignation.

RESOLUTION #72 – RESIGNATION OF PAUL WOODRUFF

Councilman Jones, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board accepted the resignation from Paul Woodruff, St. Armand Councilman, as he now lives outside of St. Armand.

This Resolution was duly seconded by Councilman Dakin, and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE
Councilman Thomas C. Jones	AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

Supervisor Morency stated that she has spoken with former councilman Charles Whitson of finishing Paul Woodruff’s councilman duties as he has resigned, and he accepted. It is too late for doing the petition as it is past the deadline. She asked for a resolution appointing Charles Whitson for councilman.

Councilman Jones asked if Charlie will now resign from his cemetery job. Supervisor Morency stated no. Councilman Jones stated that this is a conflict of interest. Councilman Grimone stated that this is acceptable as it can be approved by the Board.

RESOLUTION #73 – APPOINTMENT OF CHARLES WHITSON, JR.

Councilman Grimone, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board to appoint Charles Whitson, Jr. as Councilman due to Councilman Woodruff's resignation from September 1, 2011 to December 31, 2011.

This Resolution was duly seconded by Councilman Dakin, and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE
Councilman Thomas C. Jones	NAY

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

Town Clerk Cindy Woodson proceeded with the swearing-in of the oath for Charles Whitson as Councilman.

DEPUTY VITAL REGISTRAR

Vital Registrar Cindy Woodson stated that she has appointed Nancy Swinyer to be her Deputy Vital Registrar. The previous Deputy Vital Registrar, Wanda Flint, will no longer be doing the duties due to her health. Supervisor Morency asked for a Resolution accepting the appointment.

RESOLUTION #74 – APPOINTMENT OF DEPUTY VITAL REGISTRAR

Councilman Dakin, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board to approve the appointment of Nancy Swinyer to be the Deputy Vital Registrar, effective September 6, 2011 to December 31, 2013.

This Resolution was duly accepted by Councilman Grimone, and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE
Councilman Thomas C. Jones	AYE
Councilman Charles Whitson, Jr.	AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

RESIGNATION OF BART CRARY

Supervisor Morency stated that the Water & Sewer Superintendent Bart Crary has resigned as he has been offered a better paying position near Albany.

Town Clerk read the letter of Resignation (exactly as written): To the Town of St. Armand Supervisor and Town Board members. Effective at 3:00 p.m. August 18, 2011, I tender my resign my position of Supt. of the Water & Wastewater Dept. Bart Crary. Supervisor Morency asked for a Resolution to accept such resignation.

RESOLUTION #75 – RESIGNATION OF BART CRARY

Councilman Whitson, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board accepted the resignation from Bart Crary, Water and Sewer Superintendent as he has been offered a better paying position near the Albany area.

This Resolution was duly seconded by Councilman Dakin, and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE

Councilman Thomas C. Jones
Councilman Charles Whitson, Jr.

AYE
AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

Supervisor Morency stated that at the last meeting on August 3, Bart said he would be willing to help out as a consultant until someone was hired and his fee would be \$100.00 a month for phone calls, etc. However, she stated that she received a typed letter for Bart's services and the monthly fee is now \$500.00. Councilman Jones stated that Bart said he wanted a written contract for monthly services for \$100.00. Supervisor Morency stated she did ask Bart to type up something for a contract and that is when she received the letter. Town Clerk read the letter to the public.

Dated August 18, 2011. Retainer for Bart Cray's services. To retain the right to call and ask questions that are work related as pertaining to the St. Armand water and wastewater treatment plants the sum of \$500.00 per month shall be placed into Bart Cray's Tri Lakes Federal credit Union account. The term of said services shall be Sept. 1, 2011 until Sept. 1, 2012. The terms and the sum are non-negotiable.

JEFF COTTER

Supervisor Morency stated that she has spoken with Jeff Cotter who is licensed, if he would take care of the water treatment plant duties on a part-time basic. He agreed and stated that he met with Bart and was briefed for two hours of the duties. On August 19, 2011 he started work for the Town. The following is a report from Jeff Cotter.

- I started working for the town Water Dept. on 8/19/11 with only two hours of training on the water system with the former operator. I agreed to "help out" the town as I am a certified Grade 2A and a D certified Water Treatment Operator. I agreed to run the system and complete all the required NYSDH paper work and testing until a permanent operator is hired.
- I repaired the Stand Pipe chart recorder on my first week of work. This recorder monitors the water level in the Stand Pipe and this system has been disabled since 2006.
- I reviewed the monthly reports that have been submitted to the NYSDH and noticed that a phosphate residual has been being reported. There are no phosphates currently added to your water system, so I eliminated this reading on the monthly reports. Phosphates are used for corrosion control and also to control high levels of Lead and Copper in your water system.
- The water systems Lead and Copper tests are due by the end of September 2011. I have already collected the bottles from the health department and will ensure that these tests are completed. Ten households will be tested.
- I sent in the required monthly Coliform sample in this morning. The sample was collected from the Town Hall. I spoke with the health department last week and they informed me that only 950 people are served with water in this community, therefore; only one Coliform sample is required monthly rather than two as has been submitted in the past. Based on former reports of 1200 people served.
- I had trouble the first week with the clear well pumps in the pump house. I noticed that the Stand Pipe level was low. When I attempted to start clear well pump #1, the pump would not start. I found burnt wires in the control panel and called in Elwin Hall (Electrician) to trouble shoot. He found multiple loose wires in the control panel which caused the wires to arch and burn. This problem has been resolved.
- I found many burnt fuses and three coils in the Well field control building. A few days later I noticed again that the Stand Pipe level was low. I went to the Well Field to start pump #3 (100gpm), the pump would not start. It had a blown fuse. This apparently has been going on for some time as evident in the numerous blown fuses on the pump room floor. I replaced the 30 amp fuse and

started the pump. There is an ongoing problem with this pump that must be resolved.

- After running the Emergency generator for the pump house I noticed an active alarm on the generator. This alarm indicated 7 previous occasions. The alarm turned out to be a “service Engine due” alarm. We are currently working on looking into to scheduling routine maintenance to clear this alarm.

Jeff Cotter stated that he would do the part-time job for \$17,500. Councilman Dakin stated that the position should be advertised. Supervisor Morency stated that she has spent a lot of time locating someone as it is in an emergency situation. Councilman Grimone stated that this position is until we can find someone to do the work and then advertise the job as this is temporary. Supervisor Morency stated that the person has to be certified. Jeff Cotter stated that the Department of Health requires a letter within 30 days as to who’s in charge. Councilman Jones stated that he is not sure of the length of time Jeff would work. Jeff Cotter stated that as long as it takes to find a full-time person who is qualified for the position. Supervisor Morency asked for a resolution.

RESOLUTION #76 – HIRES JEFF COTTER PART-TIME FOR THE WATER DEPT.

Councilman Jones, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board to hire Jeff Cotter part-time to work for the Water Department until the position is advertised and filled.

This resolution was duly seconded by Councilman Grimone, and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	ABSTAIN
Councilman Thomas C. Jones	AYE
Councilman Charles Whitson, Jr.	AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

SEWER

Supervisor Morency stated that there are two people to help with the Sewer Plant. Stan Ingison and Jay Swartz will both work part-time. She stated that Stan has worked for years for St. Armand, covering the Water and Sewer Plants when Bart was out of town. She stated that Stan said there are a lot of problems at the Sewer Plant. Supervisor Morency stated that Stan is paid \$16.71 an hour. She stated she will set up a meeting with the board members and Jay. Councilman Grimone asked don’t we need to have someone as a backup; and it is mandatory. Supervisor Morency stated she didn’t know. Jeff Cotter stated that the Health Department does require someone working under the operator and does not have to be certified. Supervisor Morency stated that the other two will be at next Wednesday meeting.

JOHN DEERE EXCAVATOR, TRAILER, AND ACCESSORIES

Supervisor Morency stated that the Attorney for the Town has sent letters out to area banks and NBT has the best rates. The bond is for a John Deere #50D Excavator, a 36 inch tilt ditching bucket, a 2011 P.J. 22 foot deck trailer, and welding for electric brakes. Total amount of bond will be \$67,500 and paid over the next four years. She asked for two resolutions.

RESOLUTION #77 – SERIAL BOND ON 2011 JOHN DEERE 50D COMPACT EXCAVATOR, 36 INCH TILT DITCHING BUCKET, 2011 P.J. 22 FOOT DECK TRAILER AND ACCESSORIES.

Councilman Grimone, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board has authorized the purchase of a 2011 John Deere 50D Compact Excavator, 36 inch tilt ditching bucket, 2011 P.J. 22 foot trailer and accessories for a total price of \$67,500.

WHEREAS, it will be necessary for the Town of St. Armand to raise funds in the amount of \$67,500 representing a portion of the cost of the purchase of said item from the proceeds of obligations (serial bonds) to be issued pursuant to the Local Finance Law of the State of New York.

This resolution was duly seconded by Councilman Whitson and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE
Councilman Thomas C. Jones	ABSTAIN
Councilman Charles Whitson, Jr.	AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

RESOLUTION #78 – BOND ANTICIPATION NOTE RESOLUTION DATED THE 6TH DAY OF SEPTEMBER, 2011, FOR THE ISSUANCE AND SALE OF A NOTE OF THE TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK IN ANTICIPATION OF THE SALE OF SERIAL BONDS NOT TO EXCEED IN THE AGGREGATE THE SUM OF \$67,500 INCIDENT TO THE PURCHASE OF A 2011 JOHN DEERE 50D COMPACT EXCAVATOR, 36 INCH TILT DITCHING BUCKET, 2011 P.J. 22 FOOT DECK TRAILER AND ACCESSORIES.

Councilman Dakin, who moved its adoption, offered the following resolution.

WHEREAS A Resolution of the St. Armand Town Board has on the 6th day of September, 2011 duly adopted a Resolution authorizing the issuance and sale of serial bonds of the Town of St. Armand in an amount not to exceed in the aggregate the sum of \$67,500 for the purchase of a 2011 John Deere 50 D Compact Excavator, 36 inch tilt ditching bucket, 2011 P.J. 22 foot trailer and accessories; and

WHEREAS, there is no Bond Anticipation Note outstanding which has been previously issued in anticipation of the issuance and sale of said Bonds; and

WHEREAS, the Town of St. Armand now desires to provide for the issuance and sale of a Note in anticipation of the issuance and sale of said Bonds.

This resolution was duly seconded by Councilman Grimone and adopted as follows:

Supervisor Joyce W. Morency	AYE
Deputy Supervisor Samuel A. Grimone	AYE
Councilman Earl J. Dakin, Jr.	AYE
Councilman Thomas C. Jones	ABSTAIN
Councilman Charles Whitson, Jr.	AYE

Dated September 6, 2011

Cynthia A. Woodson
St. Armand Town Clerk

CELL TOWER

Carol Techman asked if there was any news on the cell tower. Supervisor Morency stated no, but there were a couple of electrical workers up there working.

ADVERTISING

Sandy Hayes asked if the position of the Water and Sewer Superintendent is going to be advertised. He stated that he didn't like what Bart did by leaving like he did and understands the emergency of hiring someone quickly. Councilman Grimone stated that one person is hired temporarily and Stan is always the "fill-in" guy; we don't have another one yet and still need to talk to Jay.

Sandy asked to have a resolution to advertise the position, and Councilman Grimone stated that we don't need a resolution for that. Councilman Grimone asked Supervisor Morency if we are going to advertise or not. Supervisor Morency said if you

want to. Jeff Cotter stated that he thinks it needs to be advertised as his job is very stressful and can only do the job for a little while. Sandy stated that he would like it put on record that you (Supervisor Morency) advertise for both the Water and Sewer.

Councilman Jones stated that we have moved forward to hiring Jeff part-time to fill in when Bart left. Councilman Grimone asked Jeff Cotter if his request is to be on borrowed time and Jeff said yes. Councilman Whitson agreed with Councilman Grimone to advertise. Carol Techman stated that was why Jim (Councilman Dakin) had abstained from voting as it was not advertised.

Sandy asked Supervisor Morency if two jobs are being advertised. Supervisor Morency stated it would be two part-time positions. Councilman Grimone stated that he does not have a problem of two people but they have to be qualified and around to do the work and have a third person to help out; position or positions advertised.

FIRE ADVISORY BOARD

Supervisor Morency stated that the next meeting is on Thursday, September 15 at 5:00 p.m. at the Harriestown Town Hall. Councilmen Dakin and Jones will attend.

END OF MEETING

A motion was made by Councilman Grimone, and seconded by Councilman Whitson, to adjourn the meeting at 7:44 p.m.

I, Cynthia A. Woodson, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Special Board meeting minutes held on the above referenced date.

Cynthia A. Woodson
St. Armand Town Clerk