

REGULAR BOARD MEETING  
ORGANIZATIONAL MEETING  
January 8, 2013

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

**PRESENT:** Town Supervisor Charles Whitson, Jr., Deputy Supervisor Samuel A. Grimone, Councilman Donald Amell, Town Clerk Davina Thurston, Highway Superintendent Roger Oliver, Code Enforcement Officer Robert Drosdowich, Supervisor's Clerk Connie Willette

**GUESTS:** Sandy Hayes, Carol Techman, Bucky Willette, JP O'Neil, Attorney Matthew Norfolk

Notice was sent to the Adirondack Daily Enterprise regarding this meeting.

Town Supervisor Charles Whitson, Jr. called the board meeting to order at 6:32 p.m.

Councilman Amell led the Pledge of Allegiance.

**MINUTES**

A motion was made by Councilman Amell and seconded by Councilman Grimone to accept the Regular Town Board Minutes of December 11, 2012 and the Special Town Board Minutes of December 27, 2012. All were in favor. Motion carried.

**SUPERVISORS MONTHLY REPORT**

Supervisor Whitson reviewed the Supervisor's Monthly Reports for September, October and November 2012. December 2012 Monthly Report was unavailable due to not having the bank statements needed.

**RESOLUTION #1 of 2013 – DESIGNATING APPOINTMENTS**

The following resolution was offered by Town Supervisor Charles Whitson, Jr:

Supervisor Whitson, who moved its adoption, does hereby accept the following appointments for 2013, retroactive to January 1, 2013, designating the appointments:

DEPUTY TOWN CLERK	-Nancy Heath
ATTORNEYS FOR THE TOWN	-Matthew Norfolk
	-Nathan Race
	-Dan Manning
DEPUTY REGISTRAR OF VITAL STATISTICS	-Nancy Heath
TOWN HISTORIAN	-Davina Thurston
CODE ENFORCEMENT OFFICER	-Robert Drosdowich

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

\_\_\_\_\_ Dated January 8, 2013  
Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #2 of 2013 – DESIGNATING OFFICIAL BANKS**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

BE IT RESOLVED, that the following banks are designated to be the official banks to deposit money for the Town of St. Armand during 2013:

NBT BANK, COMMUNITY BANK, FIRST NIAGRA BANK (FORMERLY HSBC BANK)

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

\_\_\_\_\_  
Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #3 of 2013 – ADOPT THE PROCUREMENT POLICY FOR ST. ARMAND**

The following resolution was offered by Councilman Grimone:

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

BE IT RESOLVED, that the Town Board of St. Armand does hereby adopt the Procurement Policy and Procedures pursuant to Section 104 B of the General Municipal Law, effective January 1, 2013.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #4 of 2013 – ADOPT THE INVESTMENT POLICY AND DESIGNATING DEPOSITORIES FOR THE TOWN OF ST. ARMAND FUNDS**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

WHEREAS, the Town of St. Armand adopts the Investment Policy and designating depositories for Town Funds.

BE IT RESOLVED, that the Town Board of St. Armand does hereby adopt the Investment Policy renewed effective January 1, 2013.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #5 of 2013 – DESIGNATING OFFICIAL NEWSPAPER**

The following resolution was offered by Councilman Grimone:

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

BE IT RESOLVED, that the official newspaper for advertising in 2013 shall be the Adirondack Daily Enterprise.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #6 of 2013 – DESIGNATING MILEAGE ALLOWANCE**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

BE IT RESOLVED, that the Town Officials be compensated at \$0.565 per mile for the use of their personal vehicles in the performance of their official duties during 2013.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #7 of 2013 – DATES OF MONTHLY TOWN BOARD MEETINGS**

The following resolution was offered by Councilman Grimone:

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

BE IT RESOLVED, that the Town Board of the Town of St. Armand will holds its regular monthly meetings on the second Tuesday of each month, at 6:30 PM, at the Bloomingdale Town Hall.

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

Supervisor, Charles Whitson, Jr	AYE
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Samuel Grimone, Deputy Supervisor     AYE  
Donald Amell, Councilman                 AYE  
Earl Dakin, Councilman                     EXCUSED

Dated January 8, 2013

\_\_\_\_\_  
Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #8 of 2013 – CONTRACT BETWEEN ST. ARMAND AND MOUNTAIN MEDICAL SERVICES**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

BE IT RESOLVED, that the Town Board of the Town of St. Armand allows Town Supervisor, Charles Whitson, Jr. to sign the contract with Mountain Medical Services for the year 2013.

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

Supervisor, Charles Whitson, Jr             AYE  
Samuel Grimone, Deputy Supervisor       AYE  
Donald Amell, Councilman                     AYE  
Earl Dakin, Councilman                     EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #9 OF 2013- REVISED SEWER PROJECT BOND**

The following Resolution was offered by Councilman Grimone:

WHEREAS, the Town Board of the Town of St. Armand, Essex County, New York, has caused to be prepared a map, plan and report, including an estimate of cost, pursuant to Section 202-b of the Town Law, relating to the increase and improvement of the facilities of the Bloomingdale Sewer District in the Town of St. Armand, Essex County, New York (the "Sewer District"), being the acquisition of a parcel of land adjacent to the existing River Road pump station and construction thereon of a new pump station, together with reconstruction of the existing pump station, including, in each case, original furnishings, equipment, machinery, apparatus, appurtenances, and incidental improvements and expenses in connection therewith, at a maximum estimated cost of 4,805,670.90; and

WHEREAS, it is now desired to call a public hearing on the question of the increase and improvement of the facilities of said Sewer District, in the matter described above, and to hear all persons interested in the subject thereof, concerning the same, in accordance with the provisions of Section 202-b of the Town Law; NOW, THEREFORE, IT IS HEREBY

ORDERED, by the Town Board of the Town of St. Armand, Essex County, New York, as follows:

Section 1. A public hearing will be held in the Town Hall, in Bloomingdale, New York, in said Town, on January 22, 2013, at 6:00 o'clock P.M., Prevailing Time, on the question of the increase and improvement of the facilities of Bloomingdale Sewer District in the Town of St. Armand, Essex County, New York, in the manner described in the preambles hereof, and to hear all persons interested in the subject thereof, concerning the same, and to take such action thereon as is required or authorized by law.

Section 2. The Town Clerk is hereby authorized and directed to cause a copy of the Notice of Public Hearing hereinafter provided to be published once in the official newspaper, and also to cause a copy thereof to be posted on the sign board of the Town, such publication and posting to be made not less than ten, nor more than twenty, days before the date designated for the hearing.

Section 3. The notice of public hearing shall be in substantially the form attached hereto as Exhibit A and hereby made a part hereof.

Section 4. This Order shall take effect immediately.

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

Town Supervisor Charles Whitson, Jr.	AYE
Deputy Supervisor Samuel Grimone	AYE
Councilman Donald Amell	AYE
Councilman Earl J. Dakin	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #10 of 2013 – CONTRACT BETWEEN ST. ARMAND AND TRI-LAKES HUMANE SOCIETY**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

BE IT RESOLVED, that the Town Board of the Town of St. Armand allows Town Supervisor, Charles Whitson, Jr. to sign the contract with Tri-Lakes Humane Society for Dog Control during the year 2013.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

\_\_\_\_\_  
Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #11 of 2013 – CONTRACT BETWEEN ST. ARMAND AND NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES**

The following resolution was offered by Councilman Grimone:

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

WHEREAS, The Town of St. Armand has again decided to run a youth program (s), and  
WHEREAS, The Town of St. Armand thusly Appoints Town Supervisor, Charles Whitson, Jr., as Regulator of the Youth Program, and

WHEREAS, the Town Board of the Town of St. Armand has agreed to expend enough funds to cover the 50/50 match required by the New York State Office of Children and Family Services, therefore

LET IT BE RESOLVED that the Town of St. Armand has authorizes enough funds to cover the 2013 Youth Services Program Matching Grant.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

\_\_\_\_\_  
Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION #12 of 2013 – ACKNOWLEDGEMENT OF AUDIT  
CONDUCTED OF JUSTICE FUNDS**

The following resolution was offered by Councilman Amell:

Councilman Amell, who moved its adoption, offered the following resolution:

WHEREAS, The Justice Court Fund must be audited each year, and

WHEREAS, an audit of the Justice Court Fund has been completed by Donald Amell.

LET IT BE RESOLVED that the Town Board acknowledges the audit was completed on December 12, 2012.

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

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilman	AYE
Earl Dakin, Councilman	EXCUSED

Dated January 8, 2013

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Davina M. Thurston  
St. Armand Town Clerk

**SUPERVISORS APPOINTMENTS AND COMMITTEES**

Supervisor Whitson informed the Board of the following appointments:

Deputy Supervisor:	Samuel Grimone
Highway Committee:	Earl Dakin and TBD
Water & Sewer Committee:	Samuel Grimone and Donald Amell
Tri-lakes Rescue Board:	Earl Dakin and Charles Whitson

**ICE RINK FOR WINTER CARNIVAL**

Supervisor Whitson stated that he had been approached by Emily Doyle asking the Town to provide an additional ice rink during this year's Winter Carnival. After discussion, it was agreed that the Town would provide an additional ice rink for events.

**TOWN CLERK'S REPORT**

Town Clerk Davina Thurston provided the Board with a copy of the Town Clerk's Monthly Report.

Davina read from a letter to the Board from the New York State Association of Towns regarding their upcoming meeting in New York City on February 17, 2013. After discussion, it was decided that no one would attend this meeting.

Davina informed the Board that the gate repair at the Reservoir has been completed. Town Supervisor Whitson stated that he had viewed the repair.

Davina informed the Board of a need for a scanner for the office. After discussion, Deputy Supervisor Grimone stated that he had an extra scanner at home and will give it to the Town Clerk for office use.

Davina stated that many people drive by and think no one is in the Town Hall, since she walk's to work. Davina suggested a "Welcome" flag to be put out when the Clerk is in the office. After discussion, it was agreed that a flag would be a good idea.

#### WATER AND SEWER CLERK'S MONTHLY REPORT

Davina Thurston gave the board the following information:

Total unpaid accounts from last quarter	\$10,054.41
Total unpaid as of last meter reading	\$54,717.49
Total gallons of water used/billed during last quarter	2,934,960

#### HIGHWAY MONTHLY REPORT

Superintendent of Highways, Roger Oliver, informed the Board that the Highway Department has been busy plowing and the salt quantity is sufficient for the year, barring any unforeseen circumstances.

#### WATER DEPARTMENT MONTHLY REPORT

Supervisor Whitson read from a report given to him by Water Superintendent Jeff Cotter. The following is a list of topics discussed:

- On 12/3/12 – water was shut off to 8 Alpine Way and 54 Main St.
- On 12/9/12 – Jeff Tedford called Jeff and stated that there was a water leak in his trailer park at the C. Hunter residence. Jeff located the shut off and was able to turn off water to the residence.
- Jeff began running the well field pumps at night to help reduce energy costs.
- Jeff spoke with Ron Gill on 1/8/13 about capping the well in the pump house. Ron stated it would be a few weeks before he could begin the work.
- On 12/19/12 Jeff was performing routine checks in the well field and noticed that someone had tried to break into the well field control building. He had informed Supervisor Whitson, who went to check with Jeff on this. They were unable to get in, because damage to the door knob caused by someone hitting it with a rock found nearby.
- On 12/21/12 Jeff test ran both the well field and the pump house generators.
- On 12/27/12 Jeff was asked to shut off water to the Methodist Church. He was unable to shut off the water due to the curb stop missing the top cap and the stop is filled with debris.
- With recent heavy snows, Jeff has been shoveling out fire hydrants as needed.
- Jeff reported a water leak in the trailer park at S. Bombards' residence. The curb stop did not work, so the water was shut off at the ball valve under the trailer.
- Water test for coliform bacteria for the Youth Center was negative
- Jeff plans to complete a Water Withdrawal Report on the DEC website by 2/1/13. He will provide the Board with a copy of that report.
- Jeff worked with Davina, Water & Sewer clerk, to resolve some water system issues following the quarterly meter readings.

- Jeff is waiting for two (2) more quotes to repair the chart recorder in the pump house. He spoke with a repair tech from Glens Falls who may be able to repair the current chart recorder. Jeff will inform the Supervisor regarding this in the near future.

#### SEWER DEPARTMENT MONTHLY REPORT

Supervisor Whitson spoke on behalf of Stan Ingison regarding the following topics:

- New Motor and Pump is installed and fully operational
- Alternating motors and pumps every week to prevent over use of either one

#### SEWER PROJECT UPDATE

Deputy Supervisor Grimone gave an update on the Sewer Project. He stated that we are at the point of starting to put together descriptions of goods and equipment that will be needed in order to procure more financing for the project, as we currently are only 40% financed. Sam stated that we are working on, and near to, a deal on purchasing additional land for the project, and we are on track. More information will be forthcoming during the January 22, 2013 meeting.

#### CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

Code Enforcement Officer Robert Drosdowich stated that he had collected \$225.00 for the month of December 2012. The yearly amount collected for 2012 was \$8,282.00. Robert stated that he must attend the 2013 Code Enforcement Conference on March 4-7, 2013. The cost for this is \$240.00. As the Town of Franklin paid for last year's conference, Robert asked the Board to approve payment for this year. After discussion, it was agreed that the Town of St. Armand would pay for the conference. Robert spoke about a sewer leak issue that has been ongoing at Mr. Edelberg's residence. Robert informed the Board of the repairs that have been made, and the problem is now resolved.

Robert informed the Board that he has had several complaints regarding safety issues at Ira Weinberg's apartment building. Robert will be addressing this in the very near future.

Robert stated that he has not yet begun repair of the Tower Clock.

Robert asked the Board to supply him with a new laser printer. After discussion, it was agreed that the Town will do so.

Robert asked the Board if they had made a decision regarding the firearms sign for the Judge. After discussion, it was agreed that more information was needed before a new sign can be approved.

#### BEE HUSBANDRY TAX BREAK

Deputy Supervisor Grimone spoke about the loss of the Honey Bee population in the United States. Sam suggested the Town adopt a local law giving a tax break to those residences in St. Armand who participate in Bee Husbandry. After further discussion, it was agreed that further information was needed, and Town Clerk Thurston will look into the matter in more detail.

#### WEB SITE

Discussion ensued regarding Rainbow Graphics building a web site for the town. Clerk Davina Thurston informed the Board that she had been in contact with Hillary Appell and they are working on the website.

## YOUTH COMMITTEE

Sandy Hayes asked the Board why no Youth Committee had been appointed. After discussion, it was decided that a Youth Committee is needed, and Supervisor Whitson made the following appointments:

Youth Committee: Donald Amell, Gail Bombard, TBD

## ICE RINK

Sandy Hayes asked where the ice rink for winter carnival would be located. Supervisor Whitson informed him that it would not be located on a ball field, but adjacent to the current ice rink.

## FIRE HYDRANTS

Sandy Hayes asked the Board if there were other people to help Jeff Cotter shovel out the fire hydrants. Robert Drosdowich informed Sandy that he was working on getting prisoners to help out with this, as this has worked well for the Town in the past. Deputy Supervisor Grimone stated that he would speak with Jeff to come up with a solution.

## TOWN ATTORNEYS

Sandy Hayes asked the Board if all Town Attorneys were paid hourly or if they were on a retainer. Supervisor Whitson informed him that all attorneys were paid hourly, and Dan Manning is the County Attorney, and therefore does not charge the Town much.

## AMA ANNEXATION

Sandy Hayes asked the Board if there was any news regarding AMA annexation. Discussion ensued, with note that a Town Meeting will be held in The Town of Harrietstown, Town Hall, January 23, at 6:30 p.m. regarding this issue.

Councilman Grimone made a motion to adjourn the meeting so that the Board could retire for Executive Session to discuss AMA Annexation and Personnel Issues. Councilman Amell seconded the motion. All in favor. Meeting adjourned at 8:03 p.m.

At 9:27 p.m., Councilman Grimone moved that the Executive Session be adjourned, Councilman Amell seconded the motion, and all were in favor. Meeting Adjourned.

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

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Davina M. Thurston  
St. Armand Town Clerk