

REGULAR SCHEDULED BOARD MEETING
TOWN OF ST. ARMAND
February 11, 2014

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

BOARD MEMBERS PRESENT: Town Supervisor Charles Whitson, Jr.
Councilperson Jennifer Fuller
Councilperson Donald Amell
Councilperson D. Joseph Bates

TOWN EMPLOYEES PRESENT: Town Clerk Davina Thurston
Highway Superintendant Roger Oliver
Water Superintendant Jeff Cotter

GUESTS: Sandy Hayes, Alexandra Gill, Tim Woodruff and Jim Dakin

GUEST SPEAKER: Bruce Misarski , Community Development Director for
Housing Assistance Program of Essex County

EXCUSED: Deputy Supervisor Samuel Grimone,

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

Town Supervisor Charles Whitson, Jr. called the Public Hearing to order at 6:31 p.m.

The Pledge of Allegiance was led by Councilperson Fuller.

GUEST SPEAKER

Supervisor Whitson introduced Bruce Misarski, Community Development Director for Housing Assistance Program of Essex County. Bruce spoke to the Board regarding the available grant funding that St. Armand may be eligible and apply for. Bruce informed the Board about the programs that his organization focuses on, and how St. Armand residents may be assisted. Discussion ensued and it was decided that the Board would discuss this issue again at the next Board Meeting to decide which direction to take for the grant application that will be due at the end of the summer.

HIGHWAY REPORT

Superintendant of Highways Roger Oliver spoke to the Board regarding a recent email that was received from Kevin Latt. Discussion ensued. Roger informed the Board that the 2009 Ford pick-up truck transmission lines are rotted out and have been repaired. The 2008 truck entire front end had to be replaced. The loader oil pump had its gears stripped, but was covered under warranty and has been repaired. The sand pile is getting low, but we have enough to get through the winter. Salt deliveries have been a major issue this year and the salt pile is low.

WATER DEPARTMENT MONTHLY REPORT

Water Superintendent Jeff Cotter gave the Board a written report, listed below.

Town of St. Armand Water Report for Board Meeting on 2/11/14

- 12/29/13 – Located the water shutoffs for both 1704 Rt. #3 and 4 Oregon's plains road. Updated the shutoff book located in the pump house.
- Test ran both Emergency generators each month.
- 1/6/14 – Shut off the water to 10 Roosevelt Way as requested by Town Clerk.
- 1/16/14 – Began increasing the pump run times to well field pump #3 to help maintain the level in the Stand Pipe reservoir. Spoke with Charlie and Doug Hazelton to inform them that we would have to start getting preapproval prior to flooding the ice rink due to difficulties keeping up with the water demand. There was an increase of approximate 8,000 gallons of water per day over the past few days. Doug agreed to flood only with prior approval.
- 1/21/14 – Assisted Stan locating the sewer manhole under the asphalt on St. Regis Ave. There was an issue with the sewer backing up into the "Gunther" residence on St. Regis Ave. The problem was in her sewer line and not the sewer main.
- 1/24/14 – increased the pump run times again in the well field to 24/7 operation. Still using approximately 8,000 gallons of water more than normal. Informed Charlie and Doug to discontinue flooding the ice rink until further notice.
- 1/28/14 – Completed the annual Water Withdrawal Report on line on the DEC web site. This report must be completed prior to 3/31 every year.
- 1/29/14 – Checked all of the well field pump voltages and amperage reading to ensure that all the pumps in the well field are operating properly because I could not gain any ground on filling the Stan Pipe. Found that there was voltage to well pump #4 but no amperage. After further testing I determined the pump needed to be replaced. Obtained approval from Charlie to have the pump replaced ASAP. Adirondack Water Solutions quoted \$1250 - \$1500 for the installation of a new pump for well #4. Charlie approved under an emergency purchase.
- 1/31/14 – Water emergency. The gate valve that supplies water to Mills street "bonnet" blew off due to deteriorated valve hardware. The bolts rotted off causing the valve to separate causing a large leak under Rt. #3. I isolated the street and a boil water order was issued. Fuller excavating was called in for the emergency repair. The repair was completed on 2/1/14 at approximately 12:30am. I followed up with two Coliform tests taken on 2/2 and 2/3. Both results came back from the lab "negative and the boil water order was lifted.
- 2/2/14 – Installed a new well pump on well #4 in the well field. The pump is rated at 10 GPM.
- 2/7/14 – Contractors working for the Gunther residence hit her service connection at approximately 3:00 pm. Contractor did not follow advice by Charlie to call "dig Safe "to locate utilities. We had to shut –off the towns water supply briefly to enable us to place a valve on the leak. Charlie advised Mrs. Gunther to hire a plumber ASAP.

Discussion ensued regarding the recent water issues. Jeff recommends that an older artesian well be tested to put on-line. Jeff stated that the wells are not producing like the used to, and this needs to be remedied as soon as possible. Discussion ensued regarding hardware failures of valves. It was decided that Davina would look into this matter to see if there is any recourse against the manufacturer.

BLOOMINGDALE FIRE DEPARTMENT

Fire Chief Tim Woodruff spoke to the Board about utilizing the Youth Field for the Tri-Lakes Cruisers, Rugby and Firefighter training. Discussion ensued. The Board agreed to allow the use of the Youth Field.

APPROVAL FOR PAYMENT OF MONTHLY BILLS

Supervisor Whitson asked for a motion to approve paying the monthly bills. Councilperson Amell made the motion, seconded by Councilperson Bates. All approved. Motion carried.

REVIEW AND APPROVAL OF PREVIOUS MINUTES

Supervisor Whitson asked for a motion to approve the minutes for January 14, 2014 – Regular Board Meeting, January 21, 2014 – Zoning Committee Meeting, January 28, 2014 – Public Hearing Sewer Project/Ordinance . Councilperson Amell made the motion, seconded by Councilperson Fuller. All approved. Motion carried.

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Whitson gave the Board his monthly financial report. This report is kept on file and can be viewed at the Bloomingdale Town Hall, in the Town Clerk's file. Councilperson Amell made a motion to accept the Supervisors report; Councilperson Fuller seconded the motion. All approved. Motion carried.

CODE ENFORCEMENT REPORT

CEO Robert Drosdowich was unable to attend the meeting but gave the Board a written report. The report stated that four inspections were completed during the month of January 2014. No other activity took place. Supervisor Whitson discussed the cell phone issue for Robert with the Board. After discussion, it was agreed to table the issue until the next regular Board Meeting.

TOWN CLERK MONTHLY REPORT

Town Clerk Davina Thurston gave the following report for the month of January 2014:

Dog Licenses	4	\$28.00
Death Certificates	5	\$50.00
Total Revenues to Supervisor		\$74.00
Revenue to NYS Dept of Agriculture & Markets		\$ 4.00

WATER & SEWER BILLING MONTHLY REPORT

Water & Sewer Clerk Davina Thurston informed the Board that the total outstanding revenues for the first quarter are \$25,132.91. Discussion ensued regarding late payments.

TAX COLLECTORS REPORT

Tax Collector Nancy Heath was unable to attend the meeting but gave a written report to the Board which states for the month of January 2014, a total of \$325,498.63 has been collected.

REVIEW OF SEWER PROJECT

Supervisor Whitson informed the Board that the APA permit amendment is nearly complete. Discussion ensued regarding moving the transfer station during the construction of the new wastewater treatment plant. Charlie asked the Board to consider installing a generator for the temporary building rather than installing electricity. It was decided that Charlie would gather more information on costs and report to the Board at the next meeting.

RESOLUTION 20 of 2014 – CONTRACT BETWEEN ST. ARMAND AND NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES

Councilperson Fuller, 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 2014 Youth Services Program Matching Grant.

ALSO, BE IT RESOLVED, that the Town Board of the Town of St. Armand authorizes the director of the Essex County Youth Bureau to sign amendments of no increase/no decrease in State Aid for said Municipality, and that the Director of the Youth Bureau has agreed to return copies of the Amendments to the Municipality, and

BE IT FURTHER RESOLVED, that the Clerk of this Board shall submit a copy of this Resolution to the Essex County Youth Bureau, Essex County Government Center, Elizabethtown, NY 12932.

This Resolution was duly seconded by Councilperson Bates and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 21 of 2014 – SNOW AND ICE EXTENSION AGREEMENT CONTRACT

2015 - 2016 AGREEMENT TO EXTEND FIXED LUMP SUM MUNICIAPL SNOW AND ICE AGREEMENT CONTRACT

The following resolution was offered by Councilperson Amell:

RESOLUTION AUTHORIZING SUPERVISOR CHARLES WHITSON, JR., TO EXECUTE AND SIGN THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION SNOW AND ICE EXTENSION AGREEMENT CONTRACT FOR THE 2015-2016 SEASON.

WHEREAS; A Resolution of the Town Board of the Town of St. Armand authorizing Supervisor Charles Whitson, Jr. to execute and sign the Snow and Ice Extension Agreement Contract for the season beginning July 1, 2015 to June 30, 2016 for the Essex County roads in the Town of St. Armand, and

WHEREAS; The Fixed Lump Sum Snow and Ice Agreement between New York State Department of Transportation (Commissioner) and St. Armand (Municipality) is hereby extended for a period of one year, expiring on June 30, 2016, and

WHEREAS; The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the Commissioner and the Municipality, which shall be effective for the remainder of the term of the Agreement, commencing July 1, 2015, unless changed by future agreement between the Commissioner and the Municipality, and

WHEREAS; all the terms and conditions of the original contract remain in effect, except as follows: The lump sum payment Agreement shall be \$10,622.98 per lane mile for 14.6 miles for a total of \$155,095.48, for the 2013-2014 season and for the remainder of the term of the Agreement commencing July 1, 2013, unless changed by future update.

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

Charles Whitson, Jr., Town Supervisor	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston

St. Armand Town Clerk

RESOLUTION 22 of 2014 – TOWN CLERK FINANCIAL REPORT

Councilperson Bates, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has accepted the audit and review of the Town Clerk’s accounts, completed by Town Supervisor Charles Whitson, Jr.

This resolution was duly seconded by Councilperson Fuller, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 23 of 2014 – Ladies Auxiliary

Councilperson Amell, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has approved allowing the Ladies Auxiliary to prepare and serve meals during elections at the Town Hall in Bloomingdale, NY.

This resolution was duly seconded by Councilperson Bates, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 24 of 2014 – Adirondack Park Agency Permit

Councilperson Amell, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has approved Supervisor Charles Whitson Jr. to sign the Adirondack Park Agency Variance Permit Application for the New Wastewater Treatment Plant.

This resolution was duly seconded by Councilperson Fuller, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 25 of 2014 – Tri-Lakes Cruisers

Councilperson Bates, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has approved the use of the Youth Field for the Tri-Lakes Cruisers Car Show, which will take place on Saturday, June 7th, 2014 and will be hosted by the Bloomingdale Fire Department. Further, all of the Rules and Regulations regarding the use of Town Property will be followed.

This resolution was duly seconded by Councilperson Amell, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 26 of 2014 – Rugby

Councilperson Amell, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has approved the use of the Youth Field for the Rugby games, which will take place on Sunday, August 3rd, 2014 and will be hosted by the Bloomingdale Fire Department. Further, all of the Rules and Regulations regarding the use of Town Property will be followed.

This resolution was duly seconded by Councilperson Bates, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 27 of 2014 – Firefighter Training

Councilperson Amell, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board has approved the use of the Youth Field for Firefighter Training, which will take place during the months of March, April and May, 2014 and will be hosted by the Bloomingdale Fire Department. Further, all of the Rules and Regulations regarding the use of Town Property will be followed.

This resolution was duly seconded by Councilperson Bates, and adopted as follows:

Supervisor, Charles Whitson, Jr	AYE
Samuel Grimone, Deputy Supervisor	EXCUSED
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated February 11, 2014

Davina M. Thurston
St. Armand Town Clerk

NEW BUSINESS

-Supervisor Whitson spoke to the Board regarding “Robo Calls” to residents during emergency situations. Discussion ensued. It was decided that Davina would look into this further and report back to the Board at the next regular meeting.

-Supervisor Whitson informed the Board that the windows in the Town Hall let in a lot of air during the cold months. Discussion ensued regarding installing wooden and plastic frames to cut down on heat loss. It was decided that Davina would obtain quotes and report back to the Board at the next regular meeting.

NEW HIGHWAY GARAGE

Supervisor Whitson informed the Board that the advertising for Bids has been published and the bid packets are in his office for disbursement. Charlie reviewed the time line for the garage project.

WATER & SEWER RULES AND REGULATIONS WORK SESSION

It was decided that the Board would meet on February 18th for a work session to update the current Water & Sewer rules and regulations document.

MOTION TO ADJOURN

Councilperson Amell made the motion to adjourn, seconded by Councilperson Fuller. All approved. Meeting adjourned at 8:45 PM.

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 Special Board meeting minutes held on the above-referenced date.

Davina M. Thurston
St. Armand Town Clerk

February 11, 2014

