

REGULAR BOARD MEETING
TOWN OF ST. ARMAND
May 13, 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., Deputy Supervisor Samuel A. Grimone,
Councilperson Don Amell, Councilperson Jennifer Fuller, Councilperson D. Joseph Bates

TOWN EMPLOYEES PRESENT: Town Clerk Davina Thurston, Code Enforcement Officer
Robert Drosdowich, Water Superintendant Jeff Cotter, Highway Superintendant Roger
Oliver, Assessor Donna Bramer

GUESTS: Sandy Hayes, Barbara Ryan, Judith Charlen, Martin Marks, Ben Kline, Jodi Olcott, Susan McCraith

Notice was posted regarding the date of this meeting.

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

Town Supervisor Charles Whitson, Jr. led the Pledge of Allegiance.

PILOT – HIGH PEAKS DISTRIBUTING

Supervisor Whitson introduced Susan McCraith from High Peaks Distributing and Jodi Olcott from IDA in Essex County. Susan explained the position of High Peaks Distributing, citing reasons for granting a PILOT to them. Lengthy discussion ensued and questions were asked and answered.

RESOLUTION 34 of 2014 – PILOT – High Peaks Distributing

Deputy Supervisor Grimone, who moved its adoption, offered the following resolution.

RESOLVED, that The Town of St. Armand recognizes High Peaks Distributing as being a major employer in the Town of St. Armand,

FURTHER RESOLVED, that High Peaks Distributing will be completing a major upgrade and renovation to their business, that will increase the number of employees, and

FURTHER RESOLVED, that the Essex County Industrial Development Agency in conjunction with Essex County Capital Resource Corporation has worked with High Peaks Distributing to create a plan to expand their business in St. Armand, and

FURTHER RESOLVED, that the mission of the Essex County Industrial Development Agency is to create a viable business atmosphere that will attract compatible and diverse sustainable economic development opportunities while focusing on major assets, retention / expansion projects, quality of life and job creation.

THEREFORE, LET IT BE RESOLVED, that the Town Board of The Town of St. Armand shall grant High Peaks Distributing a PILOT known as PILOT B, which reflects the projected assessment of the property at \$1,400,000.00, the reduction will be as follows:

Year 1 (2014) 50% exemption
Year 2 (2015) 45% exemption
Year 3 (2016) 40% exemption
Year 4 (2017) 35% exemption
Year 5 (2018) 30% exemption
Year 6 (2019) 25% exemption
Year 7 (2020) 20% exemption
Year 8 (2021) 15% exemption
Year 9 (2022) 10% exemption

Year 10 (2023) 5% exemption
Year 11 (2024) and beyond 0% exemption

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

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

IN WITNESS WHEREOF, I have hereunto subscribed my signature on this 13th day of May, 2014.

Dated May 13, 2014

Davina M. Thurston
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

Samuel Grimone, Deputy Supervisor made a motion to pay this month's bills; the motion was seconded by Councilperson Bates. All agreed. Motion carried.

REVIEW AND APPROVAL OF PREVIOUS MINUTES

Councilperson Amell made the motion to approve the minutes of Regular Board Meeting, April 8, 2014, Zoning Committee Meeting, April 29, 2014, Special Board Meeting May 7, 2014. Motion was seconded by Councilperson Bates. Samuel Grimone, Deputy Supervisor and Councilperson Fuller abstained from the vote. Motion carried.

HIGHWAY REPORT

Highway Superintendent Roger Oliver informed the Board that the Highway Garage Project is progressing on schedule. The Highway Crew has finished the sweeping of the roads; they are working on completing the fuel shack, and continue with spring cleaning. Roger informed the Board that the 2004 Tandem is the only Tandem that the Highway Crew has, as the 2001 is off the road, in need of major repairs. Roger suggested that the Board consider purchasing a new Tandem, as it is imperative that they have a back-up Tandem Truck. Once a new Tandem is purchased, the 2004 will become the back-up. The 2004 Tandem has had many parts replaced, and is starting to rust. Right now, there is no back up Tandem truck. Supervisor Whitson informed the Board that he has already looked into the interest rate, which will be 1.47%, with a 5 year renewable annual BAN for the new Tandem to be purchased. Supervisor Whitson passed out the Model Profile for a 2015 7600 SBA 6x4 2010 (SF667) Tandem Truck. This information was obtained by Clark's Truck Center in Plattsburgh NY. Roger explained that purchasing a Tandem from further away creates problems when repairs are needed. Roger informed the Board that the price is set by State Contract therefore bidding out for the Tandem is not necessary. Roger had approached other vendors, and Clark's had the best price with all the specifications that the Highway Crew requires. Discussion ensued. It was decided that Town Clerk Davina Thurston would email the complete specs on the vehicle to the Board, and the Board would vote on the topic at next month's regular meeting.

Discussion ensued regarding the water run-off issue that is occurring on Roosevelt Road. Barbara Ryan and Judy Charlen spoke about the water issue at their property. After discussion, Roger suggested that a low profile culvert be installed under the Ryan property driveway, the ditch on that side of the road cleared out, culverts installed on neighboring property driveways to keep the water flowing off the road and the neighboring properties. The issue is to keep the water off the road, to prevent ice freeze ups on the road and creating a dangerous slick area on Roosevelt Lane. By making these repairs, the water runoff issue on Cassavaugh Way will also be eliminated. Barb and Judy thanked the Highway Crew and stated that Roger has always done a good job keeping the roads clear and safe. The Board agreed that this repair plan will solve the water issue on Roosevelt and Cassavaugh. The Board gave Roger permission to go ahead with the repair.

WATER DEPARTMENT MONTHLY REPORT

Water Superintendent Jeff Cotter provided the Board with the following written report:

Town of St. Armand Water Report for 5/13/14 Board Meeting

Monthly Progress:

- **Annual Water Quality Report** - The report is completed and will be sent to all water bill paying customers this month and posted on our website.
- **Water Meters** - Davina composed a list of discrepancies and we resolved several issues with water meters not working properly. I replaced several remote meter "readers". There are still a few more homes and apartments with meter accuracy issues that we are working to resolve.
- **Wells** – I will be meeting with Ron Gill later this week in the Well Field to come up with a plan to resolve our problems with "low water flow" in our wells. We will address the following issues:
 1. Schedule a **flow test** on all of the wells to determine how much water they are producing.
 2. Following the flow test, we will come up with a list of priorities that should include **properly sizing pumps** for the wells based on the flow tests. We may be able to "throttle back" pumps to avoid pump cavitations due to pumping down the well casings.
 3. If the **abandoned wells #1 and #2** show good flow, we will plan on getting them **back on line** with new pumps and piping.

Planned Summer Projects:

- **Wells** - Work on resolving well flow issues and possibly drill a new well.
- **Water Main Shutoffs** – Repair the water main shutoff on the North end of Prospect Street. This valve was pushed over by a plow.
- **Stand Pipe Reservoir** – The Health Department has recommended that we have the Stand Pipe internally inspected. I will obtain a price quote for this service. I am interested to see if we have any internal damage from ice associated with the extremely cold winter we had. We had a water main break and a sudden drop in the Stand Pipe water level from 36 "to 26". Ice **may have** fallen from the 36' level of the Stand Pipe and caused damage.

Ben Kline spoke to the Board regarding the water line freeze up that keeps occurring at the school bus turn around at the end of Maple Lane. Ben asked the Board for a credit to his and Celeste water account due to the expenses they have incurred to keep the line unfrozen. A section of the Kline deed was read. Lengthy discussion ensued. The Board authorized Jeff and Roger to dig up the line in question, insulate and make necessary repairs. The Board declined to give Celeste and Kline a credit on their water accounts. Mr. Kline stated that he is satisfied and will assist Jeff and Roger to make repairs to the line, and he would inform Vicky Celeste of the Boards' decision.

CODE ENFORCEMENT REPORT

CEO Robert Drosdowich was unable to attend the meeting, but gave the following written report to the Board:

- For the month of April 2014, 2 building permits were issued, \$100.00 fees collected, 4 inspections were completed, and safety inspection fee of \$50.00 was collected.

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. Samuel Grimone, Deputy Supervisor, made a motion to accept the Supervisors report; Councilperson Amell seconded the motion. All approved. Motion carried. Supervisor Whitson informed the Board that Lee Flint would be retiring. Discussion ensued. Potential candidates' for the Transfer Station Attendant were discussed. It was agreed that Town Clerk Davina Thurston would run an ad in the newspaper for the position.

TOWN CLERK MONTHLY REPORT

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

Dog Licenses	16 spayed/neutered	\$112.00
	1 un-spayed/un-neutered	\$ 14.00
1 Marriage License		\$ 40.00
Total Revenues to Supervisor		\$124.50
Revenue to NYS Dept of Agriculture & Markets		\$ 19.00
Revenue to NYS Dept of Health		\$ 22.50

WATER & SEWER BILLING MONTHLY REPORT

Water & Sewer Clerk Davina Thurston gave the following report to the Board:

Total funds outstanding	\$23,252.99
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Davina informed the Board that she and Jeff have been working to amend the many broken meters or meter readers and is still adjusting some accounts.

WAYSIDE EXHIBIT

Davina informed the Board that the Wayside Exhibit project is progressing. Many people and businesses have volunteered their time and services and materials. The work day is set for June 7, 2014.

REVIEW AND UPDATE OF SEWER PROJECT

Supervisor Whitson reported to the Board that the Sewer Project is moving forward. AES is getting ready to bid the project at the end of May, bids to be opened June 30, and July 9 a pre-construction meeting will take place.

NEW BUSINESS

RESOLUTION 35 of 2014 – Municipal Deposit Resolution

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

RESOLVED, that First Niagara Bank, NA, headquartered in Buffalo, New York, is designated an authorized depository of this corporation; and

FURTHER RESOLVED, that all drafts, checks, or other instruments or orders for the payment of money drawn against the account or accounts of this corporation with said depository shall be signed by any one (1) of the following:

Charles Whitson, Jr. – Town Supervisor
Samuel Grimone – Deputy Supervisor

FURTHER RESOLVED, that said depository is authorized to place to the credit of the account, or any accounts, of this corporation, funds, drafts, checks or other property by whomever delivered to said depository or agent thereof for deposit to the accounts of this corporation, endorsed with the name of this corporation, by rubber stamp, facsimile, mechanical, manual or other signature (and any such endorsement by whomever affixed shall be the endorsement of this corporation) or otherwise endorsed, or unendorsed, provided that if any such item shall bear, or be accompanied by, directions (by whomever made) for deposit to specific account, then such deposit shall be to the credit of such specific account; and

FURTHER RESOLVED, that said depository is hereby directed to accept, and/or pay and/or apply any draft, check, instrument or order for the payment of money, or any proceeds thereof, drawn on such account or accounts when signed as required by these resolutions by manual, rubber stamp, facsimile, or other mechanical signature (by whomever affixed) without limit as to amount, without inquiry, and without regard to the disposition of any such item or proceeds thereof. Further, said depository shall not be liable in connection therewith, notwithstanding that such item may be payable to the order of a person whose signature appears thereon or of any other officer or officers, agent or agents of this corporation, of such items or any proceeds thereof may be used or disposed of for the personal credit or account of any such persons, officer or officers, agent or agents, with the depository or otherwise.

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

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

IN WITNESS WHEREOF, I have hereunto subscribed my signature on this 13th day of May, 2014.

Dated May 13, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 36 of 2014 –Youth Conservation Corps (YCC)
Program to Youth of the County

Deputy Supervisor Grimone, who moved its adoption, offered the following resolution.

WHEREAS the St. Armand Town Board approves having Supervisor Charles Whitson, Jr. endorse the contract with Essex County in regards to the Youth Conservation Corps (YCC) Program to Youth of the County, on behalf of the Town of St. Armand. The payable amount of the contract is \$4,500.00.

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

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

Dated May 13, 2014

Davina M. Thurston
St. Armand Town Clerk

RESOLUTION 37 of 2014 –Bond Anticipation Note – 2013 Ford F550 Truck

Deputy Supervisor Grimone, who moved its adoption, offered the following resolution.

BOND ANTICIPATION NOTE RESOLUTION DATED
THE 13TH DAY OF MAY, 2014,
FOR THE ISSUANCE, SALE AND RENEWAL 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 \$54,555.50 INCIDENT TO THE PURCHASE OF A
2013 FORD F-550 TRUCK

WHEREAS, the Town Board of the Town of St. Armand, Essex County, New York did on the 14th day of May, 2013 duly adopt 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 \$68,705.50 for the purpose of the purchase of a 2013 Ford F-550 truck; and

WHEREAS, the Town of St. Armand is desirous of paying the sum of \$14,150.00, on the current \$68,705.50 indebtedness leaving a principle indebtedness of \$54,555.50; and

WHEREAS, the Town of St. Armand now desires to issue and sell a Bond Anticipation Note Renewal in the amount of \$54,555.50; and

WHEREAS, the Town of St. Armand now desires to renew said Bond Anticipation Note in the sum of \$54,555.50 in anticipation of the issuance and sale of the aforesaid Bonds.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of St. Armand, Essex County, New York, as follows:-

Section 1. That a Bond Anticipation Note in the sum not to exceed \$54,555.50 shall be issued by the Town of St. Armand, Essex County, New York in anticipation of 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 \$54,555.50 heretofore authorized by Resolution duly adopted by the Town Board of the Town of St. Armand entitled A SERIAL BOND RESOLUTION TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK RELATIVE TO THE PURCHASE OF A 2013 FORD F-550 TRUCK DATED MAY 14, 2013" authorizing the issuance and sale of serial bonds of the Town of St. Armand, Essex County, New York, in a sum not to exceed in the aggregate, the sum of \$54,555.50 for the purchase of a 2013 Ford F-550 truck; and

Section 2. That said note shall be dated the 16th day of May, 2014, or at such later date as the Supervisor, by his execution thereof, may determine, will bear an interest rate of no greater than 5.0% per annum payable at maturity; will be payable both as to principal and interest in lawful money of the United States of America at the office of the purchaser of said note, or at such other place as the Supervisor may determine; will be signed in the name of the Town of St. Armand by its Supervisor; and will be sealed with the seal of the Town.

Section 3. Said Bond Anticipation Note shall be such terms, form and content as may be prescribed by the Supervisor and the power to so prescribe the same is hereby delegated to the Supervisor.

Section 4. The full faith and credit of the Town of St. Armand, Essex County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on said Bond Anticipation Note. Said Bond Anticipation Note shall be paid from the proceeds derived from the sale of said bonds or may be redeemed, in whole prior to maturity, or renewed as provided by the Local Finance Law of the State of New York.

Section 5. The said Bond Anticipation Note is not issued in anticipation of bonds for an assessable improvement.

Section 6. The Supervisor of the Town of St. Armand is hereby authorized to sell such Bond Anticipation Note at private sale at not less than par and accrued interest at a rate not exceeding the rate above specified and the Supervisor is authorized to deliver said Bond Anticipation Note to the purchase upon payment of the purchase price and accrued interest as above specified. The receipt of the Supervisor shall be a full acquittance of the purchaser who shall not be required to see to the application of the purchase money.

Section 7. The Town of St. Armand reserves the right to call and redeem this note at any time prior to maturity upon payment of the principal thereof together with accrued interest.

Section 8. That said Bond Anticipation Note will be a qualified tax exempt obligation pursuant to the appropriate provisions of the Internal Revenue Code as amended and said Note shall bear on the face thereof the following notation: "This Note has been designated by the issuer as a qualified tax exempt obligation" pursuant to the provisions of Section 265 of the Internal Revenue Code of 1986 as amended.

Section 9. This Resolution shall take effect immediately.

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

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

Dated May 13, 2014

Davina M. Thurston
St. Armand Town Clerk
CARPET CLEANING

Supervisor Whitson informed the Board that American Village will be cleaning the carpet in the Board Room on May 23, at 2:30 PM.

QUESTIONS AND COMMENTS FROM GUESTS

Sandy Hayes asked Supervisor Whitson about the Youth Commission Budget, as he is in charge of the Bloomingdale Youth Baseball Program and they are in need of new fencing at the ball field. Discussion ensued. The Board decided that the Town could supply new fencing for the program.

MOTION TO ADJOURN

Samuel Grimone, Deputy Supervisor made a motion to adjourn, seconded by Councilperson Fuller. Supervisor Whitson adjourned the meeting at 8:31 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

May 13, 2014