

Regular Board Meeting  
January 13, 2015

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:**

Deputy Supervisor Sam Grimone, Councilperson Don Amell,  
Councilperson Jennifer Fuller, Councilperson D. Joseph Bates

**TOWN EMPLOYEES PRESENT:**

Town Clerk Davina Thurston, Water Superintendent Jeff Cotter,  
Clerk to the Supervisor Connie Willette, Code Enforcement Officer Robert Drosdowich

**GUESTS:** Sandy Hayes, Bucky Willette, Leland and Wanda Flint, Jim Dakin,  
Dean Montroy, John Houghton

**EXCUSED:** Supervisor Charles Whitson, Jr.

Notice was posted regarding the date of this meeting.  
Deputy Supervisor Grimone called the meeting to order at 6:29 p.m.  
John Houghton led the Pledge of Allegiance.

**RECOGNITION AND APPRECIATION FOR LELAND FLINT**

Deputy Supervisor Grimone presented Leland Flint with a plaque for his service for the Town of St. Armand. Deputy Supervisor Grimone read the following from the plaque:

WHEREAS, effective government depends upon those individuals who dedicate their time and effort to Public Service; and

WHEREAS, it is always a privilege to honor an individual who possesses the rare characteristics of honesty and commitment to the public good, and who is willing to devote their time and energy to the conduct of assisting members of their community; and

WHEREAS, Leland Flint is such an individual; and

WHEREAS, Leland Flint has ably served the Town of St. Armand as Transfer Station Attendant from April 15, 2006 until July 20, 2014, and

WHEREAS, Leland Flint has been considerate of the needs of the residents of St. Armand, and has supplied countless hours of service to his community, and

NOW, THEREFORE, LET IT BE RESOLVED, that the Board of the Town of St. Armand, hereby extends its sincere gratitude and appreciation, on behalf of the Constituents of the Town of St. Armand, to Leland Flint.

A round of applause and gratitude was displayed for Leland Flint and photographs were taken.

**NEW FIRE CHIEF**

John Houghton introduced himself as the new Fire Chief for the Bloomingdale Volunteer Fire Department. John stated that Mike Cassavaugh is the First Assistant Chief, Zack Carpenter is the Second Assistant Chief, Dustin Fuller is the Captain, Tanya Board is the First Lieutenant and Derrick Romeo is the Second Lieutenant. John also passed out contact information for the above-listed members.

**GRUB'S PUB & GRILL**

Tom Darrah, Jr. informed the Board that he has opened Grub's Pub & Grill at 20 Oregon Plains Road in Bloomingdale, the former site of GaGa's. Tom asked the Board to approve his application for a Liquor License.

RESOLUTION 1 of 2015 – APPROVAL OF LIQUOR LICENSE APPLICATION FOR  
“GRUB’S PUB AND GRILL”

The following Resolution was offered by Councilperson Amell:

WHEREAS, the Town of St. Armand Board has been approached by Tom Darrah, Jr. with respect to his application to the New York State Liquor Authority for a Liquor License, and

WHEREAS, the property where Tom Darrah, Jr. is the owner/operator of the business know as “Grub’s Pub & Grill” is located at 27 Oregon Plains Road, Bloomingdale, NY 12913, and

WHEREAS, the location of Grub’s Pub & Grill has a long history as an establishment that sells alcoholic beverages, and has been known as a Bar & Grill Establishment for well over one-hundred (100) years in the Town of St. Armand, and

WHEREAS, Tom Darrah, Jr. is personally known to the Board Members of the Town of St. Armand, and further, is an upstanding member of our Community, and

NOW AND THEREFORE, LET IT BE RESOLVED, that the Town Board for the Town of St. Armand does hereby recommend to the New York State Liquor Authority to approve of the Liquor License Application made by Tom Darrah, Jr. for the Establishment known as “Grub’s Pub & Grill”.

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

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

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

WATER DEPARTMENT MONTHLY REPORT

Water Superintendant Jeff Cotter reviewed the following written report with the Board:

1. Test rand both generators and on 12/16/14 replaced the battery in the Well Filed generator. The old battery would not hold a charge.
2. On 12/15/14, I took a routine Coliform sample from the Town Hall, the test was negative.
3. On 12/16/14, I completed a fire hydrant repair bill for the hydrant that was hit by a vehicle on School Street on 12/4/14. The bill total was \$487.00 and the bill was paid in full by the person who hit the hydrant.
4. On 12/22/14, I shut off the water supply to 27 Andrew Way to prevent the water line from freezing. The home is currently vacant.
5. On 12/30/14, I installed two new meter readers on Paul Giroux’s apartments on St. Regis Ave.
6. On 1/5/15, I investigated a complaint that the water coming from the sink area of the Wilcox residence on 42 Maple Lane had a bad odor. I tested the chlorine level at the residence and it was 0.6ppm (good). I determined that the cause of the odor was coming from the sink piping and trap. I advised the home owner to clean out the piping coming from the right hand sink as the piping was pitched away from the trap on the left side and was accumulating food waste causing the odor.
7. On 1/5/15, I received a call from Darrin Seeley of 14 Main St. about concerns of potential lead issues in his home. Darrin has a one year old boy named Jack, who recently tested high for lead levels in his blood. Darrin lives in an older home and I advised him to contact the NYSDH for a pamphlet on “lead safety in the home”. I informed Darrin that we conducted lead testing in our water system over the past year and all 10 results from various households came back with no lead safety issues. I also informed Darrin that he could have lead solder and possibly leak pipes in his home that could contribute to a lead problem. I informed him that he would be responsible to obtain a sample for lead testing and I gave him the information required to perform the test with the certified lab Life Science. I then contacted the Saranac Lake Health Department to inquire about them testing Darrin’s water and they agreed to run the test at no

cost to him. I will pick up the sample bottle with instructions from the health department and drop it off to Darrin.

8. On 1/7/15, I placed Well #7 back on line with Well #5 to keep up with the recent increase in water demand due to the flooding of the community ice skating rink and to keep water flowing through the Stand Pipe and pipe line coming from the Well Field to prevent ice accumulation.
9. On 1/7/15 I received a call from William Bova that he had a ruptured water line in his basement at 1678 Main Street. I responded to the call and was able to find and shut off his curb stop to stop the leak. The service to the home remains off until the line is repaired.
10. On 1/9/15, water began coming into the Pump House basement through a drain pipe coming from the river (Sumner Brook). The river is very high due to ice jams. There is a sump pump installed in the basement that is currently discharging the incoming water with no problems at this time.

Discussion ensued regarding the above report. Town Clerk Davina Thurston informed Jeff and the Board that Connie had located the grant paper-work regarding the Water Reservoir and that we still may be able to utilize the remaining \$65,000.00 grant funds for Water repairs. It was decided that Jeff and Davina would get together to work on obtaining these funds.

#### HIGHWAY SUPERINTENDANT MONTHLY REPORT

Highway Superintendent Roger Oliver was excused, but gave the Board a written report that was read by Deputy Supervisor Grimone:

1. Doug and I went to Vermont where TARCO Municipal Equipment Sales, Incl. is installing the box and plow equipment on the new truck. We informed them where to install the new plow controls and emergency lights. We were informed that there are seven trucks in front of ours, and we would not be getting our truck until May or June.
2. The Tandem has a leaking oil cooler, allowing oil to leak into the radiator. Bob is working on it. When he got it apart, we found a cracked gasket, which must be replaced with new rings and seals. Due to the lengthy repairs, Essex County allowed us to borrow a truck for our use.
3. I ordered a pallet of cold patch to fill pot holes.
4. Integrated Rigging and Contracting was at the garage on 1/6/15 to take off the inside metal on the north wall to try to stop the condensation near the outlets. John Schwartz was also there to assist in the repair.

#### CODE ENFORCEMENT REPORT

CEO Robert Drosdowich gave the Board the following report:

Year End Report for 2014- January 13, 2015

Building Permits Issued during 2014: 27

Building Permits Issued during 2013: 36

Building Permit fees waived: 4

Building Permits renewed: 2

Fees Collected for the year 2014: \$2,971.60                      Owed: \$350.00                      Total: \$3,221.60

Fees Collected for the year 2013: \$5,895.12

Certificates' of Occupancy for the Year 2014: 10

Structure fires for the Year 2014: 3

Safety Inspections for the Year 2014: 2

#### CANDIDATES FOR CODE ENFORCEMENT OFFICER POSITION

Discussion ensued regarding the upcoming vacancy for the CEO position. Deputy Supervisor Grimone asked Robert if he would be willing to attend the interviews for the CEO candidates. Robert agreed. Town Clerk Davina Thurston gave each Board member copies of the resumes of the five candidates for the CEO position. The Board decided that they would hold an Executive Session after the Special Board Meeting on January 20, 2015 to discuss and review the applicants, they would then inform the Town Clerk of the day and time for interviews, and she will schedule the interviews for the Board.

#### NEW OFFICE SPACE FOR CODE ENFORCEMENT OFFICER

Town Clerk Davina Thurston informed the Board that she and Supervisor Whitson had an idea for office space in the Board room. The Board asked Davina about the grant that she had applied for with Rural Development for remodeling the upstairs of the Town Hall. Davina informed the Board that we would be ineligible for grant funds due to the fact that New York State Department of Parks,

Recreation and Historic Preservation had deemed the proposed changes to the upstairs of the Town Hall would have a negative Historical impact. Therefore, the Town is not eligible to receive any grant funding for the project. The Board decided that further discussion was needed, and asked Davina to add this to the agenda for the January 20, 2015 meeting.

#### MOTION TO PAY MONTHLY BILLS

Councilperson Bates made a motion to pay this month's bills; the motion was seconded by Councilperson Fuller. All agreed. Motion carried

#### REVIEW AND APPROVAL OF PREVIOUS MINUTES

Councilperson Amell made the motion to approve the minutes of Public Hearing – 2015 Fire Contract, Public Hearing – Time Warner Cable Franchise Agreement and Regular Board Meeting December 9, 2014. Motion was seconded by Councilperson Bates. All approved. Motion carried.

#### MONTHLY REPORT FROM THE SUPERVISOR

Deputy Supervisor Grimone gave the Board the Supervisor's 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 Fuller made a motion to accept the Supervisors report; Councilperson Amell seconded the motion. All approved. Motion carried.

#### TOWN CLERK MONTHLY REPORT

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

Dog Licenses	2 spayed/neutered	\$14.00
3 un-spayed		\$ 42.00
7 Certified Death Certificate		\$70.00
Total Revenues to Supervisor		\$115.00
Revenue to NYS Dept of Agriculture & Markets		\$11.00

#### WATER & SEWER BILLING MONTHLY REPORT

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

Total outstanding revenues: \$46,939.04

The 1st Quarter Billing for 2015 was Water: 2,881,009 gallons, Sewer: 2,252,176 gallons, Total Charges of \$45,330.86.

#### RESOLUTION 2 of 2015 – DESIGNATING APPOINTMENTS

The following Resolution was offered by Deputy Supervisor Samuel Grimone:

Deputy Supervisor Grimone, who moved its adoption, does hereby accept the following Supervisor appointments for 2015, retroactive from January 1, 2015 until December 31, 2015. Designating the appointments:

ATTORNEYS FOR THE TOWN	-Matthew Norfolk
	-Nathan Race
	-Dan Manning
CODE ENFORCEMENT OFFICER	-Robert Drosdowich
YOUTH COMMISSION SUPERVISOR	-Gail Bombard
DEPUTY HIGHWAY SUPERVISOR	-Doug Snickles
HEALTH OFFICER	-Raymond Scollins

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

Supervisor, Charles Whitson, Jr.	EXCUSED
Samuel Grimone, Deputy Supervisor	AYE
Councilperson Donald Amell	AYE

Councilperson Jennifer Fuller                    AYE  
Councilperson D. Joseph Bates                    AYE

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 3 OF 2015 – DESIGNATING OFFICIAL BANKS**

Councilperson 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 the year 2015:

NBT Bank and First Niagara Bank and Community Bank

Councilperson Bates duly seconded this resolution, and adopted as follows:

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 4 of 2015 – ADOPT THE PROCUREMENT POLICY FOR ST. ARMAND**

Councilperson Bates, 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, 2015 to December 31, 2015.

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

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

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 5 of 2015 – ADOPT THE INVESTMENT POLICY FOR THE TOWN OF ST. ARMAND FUNDS**

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

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

BE IT RESOLVED, that the Town Board of St. Armand does hereby adopt the Investment Policy renewed effective January 1, 2015 until December 31, 2015.

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

Supervisor Charles Whitson, Jr	EXCUSED
Deputy Supervisor Samuel Grimone	AYE

Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson D. Joseph Bates	AYE

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 6 of 2014 – DESIGNATING OFFICIAL NEWSPAPER**

Councilperson Fuller, who moved its adoption, offered the following resolution:

BE IT RESOLVED, that the official newspaper for advertising in 2015 shall be the Adirondack Daily Enterprise.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 7 of 2015 – DESIGNATING MILAGE ALLOWANCE**

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

BE IT RESOLVED, that the Town Officials be compensated at \$0.575 per mile for the use of their personal vehicles in the performance of their official duties during the year 2015.

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

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

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 8 OF 2015 – DATE OF MONTHLY TOWN BOARD MEETINGS**

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

BE IT RESOLVED, that for the year of 2015, the Town Board of the Town of St. Armand will hold its regular monthly meeting on the second Tuesday of each month at 6:30 P.M. at the Bloomingdale Town Hall

Councilperson Fuller seconded this resolution, and was adopted as follows:

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

Dated January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 9 of 2015 – CONTRACT BETWEEN ST. ARMAND AND MOUNTAIN MEDICAL SERVICES**

Councilperson Fuller, 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 Standard Medical Testing Services/Mountain Medical Services for the year 2015. The contract is priced per visit, not an annual fee.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 10 of 2015 – CONTRACT BETWEEN ST. ARMAND AND NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES**

Councilperson Amell, 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 2015 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	EXCUSED
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 11 of 2015 – LIFE FLIGHT CONTRACT

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

WHEREAS A Resolution of the St. Armand Town Board authorizing Supervisor Charles Whitson to sign the Contract agreement with North Country Life Flight. Services begin January 1, 2015 to December 31, 2015.

WHEREAS the total sum of \$500.00 for 2015 is to be paid by March 1, 2015.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 12 of 2015 – ADIRONDACK REGIONAL AIRPORT CONTRACT

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

WHEREAS A Resolution of the St. Armand Town Board authorizing Supervisor Charles Whitson to sign the Contract agreement with Adirondack Regional Airport to begin January 1, 2015 to December 31, 2015, and

WHEREAS, the total sum of \$2,300.00 for 2015 to be paid by March 1, 2015.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 13 of 2015 – NORTH ELBA PARK DISTRICT FIRE CONTRACT

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

WHEREAS A Resolution of the St. Armand Town Board authorizing Supervisor Charles Whitson to sign the Contract agreement with the Town of North Elba, North Elba Park District to begin January 1, 2015 to December 31, 2015.

WHEREAS, the total sum of \$6,253.92 for 2015 is to be paid by March 1, 2015.

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

Supervisor Charles Whitson	EXCUSED
Deputy Supervisor Samuel Grimone	AYE



Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson D. Joseph Bates	AYE

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 14 OF 2015 – LEASE OF POLL SITE**

This resolution was offered by Councilperson Bates, who moved its adoption:

WHEREAS, A Resolution of the St. Armand Town Board authorizes the Supervisor, Charles Whitson, Jr., to enter into a contract with the Essex County Board of elections for the purpose of leasing the Town Hall as a Poll Site, in consideration of \$1.00 per election event, for the calendar year 2015.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

**RESOLUTION 15 OF 2015 - SUPERVISOR’S APPOINTMENTS**

Deputy Supervisor Grimone, who moved its adoption, offered the following resolution on behalf of Supervisor Whitson:

Be It Resolved that Supervisor Charles Whitson, Jr. has made the following appointments for the year 2015:

DEPUTY SUPERVISOR	-Sam Grimone
HIGHWAY COMMITTEE:	-Jennifer Fuller & Don Amell
WATER & SEWER COMMITTEE:	-Sam Grimone & D. Joe Bates
YOUTH RECREATION COMMITTEE:	-Charles Whitson, Donald Amell, D. Joe Bates & Gail Bombard
TRI-LAKES FIRE ADVISORY BOARD:	-Jennifer Fuller & Charles Whitson
BOARD OF ASSESSMENT REVIEWER:	-Diane Chase, Dean Montroy, Stan Ingison & F. Tom Hyde
DEPUTY TOWN CLERK	- Nancy Heath
DEPUTY REGISTRAR OF VITAL STATISTICS	-Nancy Heath
TOWN HISTORIAN	-Davina Thurston
WATER & SEWER CLERK	-Davina Thurston
REGISTRAR OF VITAL STATISTICS	-Davina Thurston

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 16 of 2015 – ACKNOWLEDGEMENT OF AUDIT CONDUCTED OF JUSTICE FUNDS

Councilperson 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 Supervisor Charles Whitson, and

THEREFORE, LET IT BE RESOLVED that the Town Board acknowledges the audit was completed prior to January 12, 2015, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 17 of 2015 – TOWN CLERK FINANCIAL REPORT

Councilperson Fuller, who moved its adoption, offered the following resolution:

WHEREAS, the Town Clerk Fund must be audited each year, and

THEREFORE, LET IT BE RESOLVED, that the St. Armand Town Board has accepted the audit and review of the Town Clerk’s accounts, completed by Town Supervisor Charles Whitson, Jr., prior to January 12, 2015, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 18 of 2015 –  
Representative for the County Youth Commission/Planning Committee

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

WHEREAS, THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES MANDATES IN LAW 420 ARTICLE 16, THE YEARLY APPOINTMENT OR REAPPOINTMENT OF A PERSON TO ACT AS A REPRESENTATIVE ON THE COUNTY YOUTH BOARD/PLANNING COMMITTEE TAKE PLACE, AND

WHEREAS, ALSO IN EXECUTIVE LAW 420 ARTICLE 16, A MUNICIPALITY RECEIVING OFFICE OF CHILDREN AND FAMILY SERVICES FUNDS MUST APPOINT A YOUTH COMMISSION.

NOW THEREFORE, BE IT RESOLVED, THAT THE TOWN OF ST. ARMAND BOARD HEREBY APPOINTS:

Town Supervisor Charles Whitson, Jr.

TO ACT AS THE OFFICIAL REPRESENTATIVE FOR THE TOWN OF ST. ARMAND ON THE ESSEX COUNTY YOUTH BOARD/PLANNING COMMITTEE AND THAT:

Councilperson Donald Amell

SHALL ACT AS HIS ALTERNATE, AND

BE IT FURTHER RESOLVED THAT THE TOWN BOARD OF THE TOWN OF ST. ARMDN APPOINTS THE FOLLOWING TO SERVE ON THE YOUTH COMMISSION FOR THE TOWN OF ST. ARMAND:

Charles Whitson, 25 Prospect Street, Bloomingdale, hunting415@yahoo.com, 891-0703

Donald Amell, PO Box 232, Bloomingdale, donbdale@roadrunner.com, 891-3670

D. Joe Bates, PO Box 137, Bloomingdale, db.jb.1975@gmail.com, 891-5175

Gail Bombard, PO Box 35, Bloomingdale, 524-0606

AND, ALL OF THE ABOVE-NAMED INDIVIDUALS ARE EMPLOYED BY THE TOWN OF ST. ARMAND, AND

ALSO, BE IT FURTHER 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 AIDE 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	EXCUSED
Samuel Grimone, Deputy Supervisor	AYE
Donald Amell, Councilperson	AYE
Jennifer Fuller, Councilperson	AYE
D. Joseph Bates, Councilperson	AYE

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

RESOLUTION 19 of 2015 – Youth Commission Funds

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

WHEREAS, the Town of St. Armand Board has again decided to run a youth service program(s), and

WHEREAS, the Town of St. Armand Board has approved the appointment of its Youth Commission members and,

WHEREAS, the Youth Commission has been authorized to expend enough funds to cover the 50/50 match required by the New York State Office of Children and Family Services, therefore, BE IT FURTHER RESOLVED, that the Town of St. Armand Board hereby approves the 2015 application and authorized the Youth Commission to expend enough funds for the 2015 youth services program(s), and

BE IT FURTHER RESOLVED, that the Town Clerk sends a copy of this resolution to the Essex County Community Resources office, 7533 Court Street, Elizabethtown, NY 12932.

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

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

Dated: January 13, 2015

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Davina M. Thurston  
St. Armand Town Clerk

#### PERFORMANCE REVIEWS

Town Clerk Davina Thurston gave the Board copies of the Performance Review forms they had asked her for at the last meeting. The Board decided that the following employees would need a performance review: Stan Ingison, Jeff Cotter, Donna Bramer, Robert Drosdowich, Davina Thurston, Allen Schrage, Cy Ellsworth, Connie Willette and Mike Kilroy. The Board asked Davina to have Supervisor Whitson pick an evening for the Board to meet to discuss the performance reviews. After this meeting a date will be set to schedule the individuals for review. Davina informed the Board that she had given Highway Superintendent Roger Oliver five copies of the Performance Review paperwork for him to complete Performance Reviews on the Highway Crew. The Board decided that after Roger has completed the Performance Reviews on the highway crew, he should review them with Supervisor Whitson, who will then report the findings to the Board.

#### PUBLIC HEARING CDBG COMMUNITY BLOCK GRANT

Town Clerk Davina Thurston informed the Board that a Public Hearing must be held regarding the application that she is working on with Housing Assistance Program of Essex County for the Community Block Grant. This grant is to assist low-income St. Armand residents with home repairs. It was decided to hold the Public Hearing on February 10, 2015 at 6:30 PM at the Bloomingdale Town Hall.

#### QUESTIONS AND COMMENTS

Jim Dakin asked for an update on the Sewer Project. Town Clerk Davina Thurston stated that the project is on schedule. The roof is being installed on the River Road Pump Station. Lagoon #2 has been evacuated to the reed beds. Further construction of the Control Building is in progress. Davina stated that the Town has disbursed a total of \$1,327,327.57 of the EFC funding so far.

Sandy Hayes asked about the differences in the Resolutions for the Youth Program. Town Clerk Davina Thurston explained the different resolutions.

Sandy then stated that he dislikes the lights at the Town Garage and feels that they are too bright and intrusive. Sandy stated that the amber lighting that is installed at Spencer Boat Works would be a much better fit. Discussion ensued. It was decided to ask Supervisor Whitson to contact Spencer Boat Works and find out what type of lights they have installed there. Supervisor Whitson should then contact Electrician John Schwartz and ask for a quote for that type of lights to be installed at the Town Garage.

Councilperson Amell asked about heating at the Pole Barn. Clerk Thurston informed the Board that she believed that Supervisor Whitson has spoken to Highway Superintendent Roger Oliver regarding that issue, but she was unsure of the final decision that was reached by them.

Deputy Supervisor Grimone reminded the Board members of the Special Board Meeting to be held on January 20<sup>th</sup> at 6:30 to discuss Brookside Cemetery Rules and Regulations and Local Laws.

Dean Montroy asked the Board to consider a training contract for the new Code Enforcement Officer. This will ensure that if the Town pays for all the training classes for the new CEO, and then they decide to take a different job, they would have to pay back the Town for the cost of the classes. Discussion ensued.

#### MOTION TO ADJOURN

Councilperson Bates made a motion to adjourn, seconded by Councilpersons Amell. Deputy Supervisor Grimone adjourned the meeting at 8:36 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.

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Davina M. Thurston  
St. Armand Town Clerk

January 13, 2015