

Town of St. Armand  
Regular Board Meeting  
Tuesday, September 13, 2016  
6:30 PM

*Meeting Minutes were approved on October 11, 2016.*

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 Donald Amell, Councilperson Jennifer Fuller, Councilperson D. Joseph Bates, Councilperson Dean Montroy  
*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:**

Town Clerk Barbara Darrah, Deputy Highway Superintendant Doug Snickles, Water Superintendant Jeff Cotter, Wastewater Superintendant Stan Ingison, Town Historian Davina Winemiller.

**TOWN EMPLOYEES EXCUSED:**

Highway Superintendant Roger Oliver and Code Enforcement Officer Robert Hammond.

**GUESTS:** Timothy Woodruff, Thomas Burman and Sandy Hayes.

Notice was posted regarding the date of this meeting.  
Supervisor Whitson called the Meeting to order at 6:30 p.m.  
Supervisor Whitson led the Pledge of Allegiance.

Supervisor Whitson announced three work session dates for the town's 2017 Budget: Wednesday, October 5, Wednesday, October 12, and Wednesday, October 26, 2016. November's Regular Town Board Meeting is moving to Thursday, November 10, 2016, due to Election Day being on Tuesday, November 8, 2016. The November 10<sup>th</sup> meeting will start at 6:00 pm with the Public Hearing for the 2017 Budget. All Town Councilpersons approved.

**GUEST FROM BLOOMINGDALE VOLUNTEER FIRE DEPARTMENT REPORT**

Timothy Woodruff, Bloomingdale Volunteer Fire Department reported that on January 1, 2017, the Bloomingdale Volunteer Fire Department will be dispatched under Franklin County, stating the Essex County radio system was still having problems with tower-to-tower dispatching. In addition, Tim reported that 70% of the fire calls are in Franklin County. With this move, the Fire Department will be considered employees of Franklin County and therefore the Workers Compensation will be through Franklin County. Tim continued to say the Firehouse itself will not move to Vermontville. 70% of the firemen are within a two-mile radius. This move provides the best fire coverage possible for all involved. A Resolution was presented as follows:

**RESOLUTION 28 of 2016 – TRANSFER OF BLOOMINGDALE VOLUNTEER FIRE COMPANY, INC., FROM THE TOWN OF ST. ARMAND, ESSEX COUNTY TO THE TOWN OF FRANKLIN, FRANKLIN COUNTY**

The following Resolution was offered by Deputy Supervisor Donald Amell:

WHEREAS, THE BLOOMINGDALE VOLUNTEER FIRE COMPANY, INC., an incorporated fire company, incorporated under the laws of the State of New York, with offices located at 1635 New York State Route 3, Bloomingdale, Town of St. Armand, Essex County New York 12913, hereinafter referred to as the "Fire Company".

WHEREAS, there has been duly established a fire protection district known as the Town of Franklin Fire Protection District, embracing the territory in said Town as more fully described in the resolution and order establishing such district and duly adopted by the Town Board of said Town on December 6, 1960 and;

WHEREAS, the Bloomingdale Volunteer Fire Company, Inc., is an incorporated fire company maintaining adequate and suitable apparatus and appliances for the furnishing of fire protection in the Town of Franklin Fire Protection District, and as such is authorized to provide the fire protection contemplated by Town Law §184; and;

WHEREAS, the Fire Company has requested a transfer in jurisdiction from the Town of St. Armand in Essex County, New York to the Town of Franklin in Franklin County, New York to enable more efficient communication between dispatch and the Fire Company and;

WHEREAS, on September 7, 2016, the Town of Franklin and the Town of St. Armand met with Bloomingdale Fire Company to discuss said transfer and;

WHEREAS, on September 12, 2016, a majority of the voting membership of the Fire Company voted to transfer jurisdictional authority from the Town of St. Armand, Essex County, New York to the Town of Franklin, Franklin County New York and;

WHEREAS, on September 13, 2016, the Town of St. Armand voted to approve the transfer of jurisdiction to the Town of Franklin, Franklin County, New York;

THEREFORE BE IT RESOLVED that the Town of St. Armand Town Board does hereby accept and authorize the Bloomingdale Volunteer Fire Company, Inc jurisdictional transfer from the Town of St. Armand in Essex County, New York to the Town of Franklin in Franklin County, New York.

BE IT FURTHER RESOLVED that the Town of Franklin will assume the jurisdictional change and all responsibilities of said change as of 12:00 am on January 1, 2017.

This Resolution was seconded by Councilperson Dean Montroy and adopted by roll-call vote as follows:

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

Dated: September 13, 2016

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Barbara J. Darrah  
St. Armand Town Clerk

#### RESOLUTION 29 of 2016 – BLOOMINGDALE VOLUNTEER FIRE DEPARTMENT PURCHASING A NEW TRUCK

The following Resolution was offered by Councilperson Jennifer Fuller:

WHEREAS, THE BLOOMINGDALE VOLUNTEER FIRE COMPANY, INC., wishes to purchase a new fire truck for their department in the amount of \$260,000.00 with payments equaling \$21,000.00 annually, and

WHEREAS, the Town of St. Armand will NOT be held responsible if the Bloomingdale Volunteer Fire Department does not make the payments on the new fire truck, and

WHEREAS, the Bloomingdale Volunteer Fire Company, Inc., is an incorporated fire company maintaining adequate and suitable income to ensure timely payments on such vehicle,

THEREFORE BE IT RESOLVED that the Town of St. Armand Town Board approves the request by the Bloomingdale Volunteer Fire Department to purchase such vehicle at their expense, with no liability on the Town of St. Armand' s behalf.

This Resolution was seconded by Councilperson D. Joseph Bates and adopted by roll-call vote as follows:

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

Dated: September 13, 2016

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Barbara J. Darrah  
St. Armand Town Clerk

#### HIGHWAY DEPARTMENT MONTHLY REPORT

Deputy Highway Superintendent Doug Snickles presented the following report:

Doug Snickles reported the current 2008 red town truck used for plowing has 135,000 miles on it and requires approximately \$3,000 in repairs. Highway Superintendent Roger Oliver received prices on two possible replacement trucks from Egglefield Ford: A 2016 Ford F250 4X4 XL Cab, w/steelbox quoted at \$30,674.50, including plow frame and harness and a 2017 Ford F250 4X4 XL Cab, w/aluminum box quoted at \$29,996.50, including plow frame and harness. Egglefield also quoted \$5,000 for the 2008 trade-in. A new tractor with a side brush arm was also discussed with a new similar tractor pricing between \$80,000-90,000 and a \$30,000 trade-in being offered.

Discussion ensued and it was determined these items will be discussed during the 2017 Budget Work Sessions in October.

## WATER DEPARTMENT MONTHLY REPORT

Water Superintendent Jeff Cotter gave the following written report to the Board:

### Water Report for Town of St. Armand Board Meeting on 9/13/16

1. **Programmed Reader** - On 8/10/16 I programmed the water reader at 19 Roosevelt St. per Barb's request.
2. **Increased well #5 run time by 1 hour** - On 8/11/16, I increased well #5 run time by 1 hour per day due to increase of water consumption with warmer temperatures. We are currently using approximately 51,000 gallons per day.
3. **Reprogrammed Reader** - On 8/15/16, I reprogrammed the reader at 57 River Road per Barb's request, as the reader stopped working. The owner was going to buy a replacement meter and reader, however it appears that the reader just needed reprogramming.
4. **Stage 2 disinfection by-products samples taken** - Every August we are required to take two disinfection by-product samples as August is historically the warmest month. Samples were collected on 8/16/16 and sent to the lab from the last fire hydrant on the River Road and the Town Hall. Results pending. I also sent in three routine coliform samples on this day.
5. **Test ran both Generators** - On 8/18/16 both emergency generators were run with no issues.
6. **Meter reading taken for new tenant** - On 8/24/16, I took a meter reading at 32 Blue Spruce Way per Barb's request as there is a new tenant at this location.
7. **Meter reading for another new tenant** - On 8/25/16, I took another meter reading for a new tenant at 11 Alpine Way per Barb's request. I had to follow up with another reading at this location on 9/1/16 as the new tenant did not stay at this location very long.
8. **Fire hydrant replacement by the Fire House** - On 9/8/16 we replaced the fire hydrant at the fire house with the help of two Village of Tupper Lake employees with their Vacuum Truck. **Thank you Mark and to your crew for this help! And also to your Village board members for approving this!** The hydrant was replaced and we then noticed that the 6" gate valve for the hydrant had a blown "O" ring gasket caused by deteriorated bonnet bolts. We repaired the valve by installing new bonnet bolts and the new hydrant is now ready for use.
9. **Placed an order for replacement parts** - On 9/9/16, I placed an order in for several new gate valve bonnet "O" rings for future valve failures caused by failing bolts. I also placed an order for two gate valve way boxes; one for stock and the other to replace one borrowed from the Village of Saranac Lake, which was borrowed during the fire hydrant replacement project. The old way box was in very poor condition. I also placed an order for six 2" way-box risers for upcoming paving projects.

## WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stan Ingison provided the following report:

Summary of last month's activities for the September 2016 meeting

- 1) The willows have continued to be outpaced by the other vegetation in the beds and only around 60 of the 200 stalks planted in each bed have leaved out. I will talk to Jen at AES about the possibility of finding native reeds to try in the Spring.
- 2) Joe Watson of Core Climate Systems did come to work on the computer issues which appeared after the phone system outage and the latest power outage. The big issue was that there was no shutdown time in the system for power outages, so the system failed during restart. We need a battery backup unit installed so the system can shut down properly. He was going to send us a price quote for that but it hasn't arrived to date.
- 3) The blower room ventilator tripped out again and would not reset at the time but the next day it did reset and has been working fine since then. With the cooler nights, the electronics room has now gotten back down into the high 70's.
- 4) We still have a number of punch list items left to do such as: getting parts for the PTB crane unit, stopping the garage vent fan vibration, adding a temperature reading to the SCADA board in the PTB to assist with control of the Core Climate System, get the SCADA remote access returned to the WWTP board, reset the unusable valve boxes at the main plant to working order, fix drainage issues in the polymer feed manhole area, along with getting the polymer feed unit issues updated.
- 5) I am still working toward getting the East Main Street sewer main opened up and cleaned out; hopefully with help from Saranac Lake.
- 6) The lawns at both sites have all been mowed and looked much nicer but still remain thin of vegetation in some areas and there is a much larger volume of weeds than grass. It looks like that was the same case with others in the area that had lawns hydro seeded recently.
- 7) The algae situation has continued to modify itself, now with more plant cover on the lagoon and the algae is pretty much gone. Our bio-chemical oxygen demand (BOD) and suspended solids (SS) levels along with the bug population did come down over the month to a more reasonable level for the time being. We will have to see where things go from here.
- 8) The laptop computer we got has turned out to be too small to handle the full load of services needed for all of the plant's needs. I will be budgeting for a desk top or a bigger laptop with more memory and ability to run a disc, etc. for the upcoming year. The existing laptop can be used for the smaller volume of remote work.

- 9) As you know we have accepted a bid for the St. Regis Street sewer main, Pump House lift station and solar panel projects. Verizon was in and did their underground utility marking at the main plant site for the solar panel installation.
- 10) I attended the NY Rural Water Association training class course for the new net-DMR reporting system which will be mandatory by December 2016 and I am continuing to work on getting it installed for our system.
- 11) I continue to work on this year's inspection and maintenance plan to comply with the DEC mandates.
- 12) We did have a high phosphorous level in last month's effluent sample and I am working with AES to come up with a low cost working solution for phosphorous removal using the current system.

## CODE ENFORCEMENT OFFICER HAMMOND'S REPORT

CEO Robert Hammond was excused from the meeting but submitted the following written report:

### **STATUS REPORT FOR THE MONTH OF AUGUST 2016**

Applications Received: 7  
 Permit Application Conferences: 0  
 Notices of Incomplete Applications: 2  
 Building Permits Issued: 4  
 Fees Collected: \$375.00  
 Inspections Completed: 19  
 Site Visits: 1  
 Notices for Fire Inspection(s): 1 (Certified)  
 Certificate of Occupancy/Completion: 0  
 Temporary Certificate of Occupancy/Completion: 0  
 Stop Work Order(s): 1  
 Violation Letter(s): 1  
 Notice and Order(s): 0  
 Appearance Tickets: 1\*

### **August Highlights:**

- 15-SA-14: Monroe Gladd - Enforcement Action
  - Conducted site visit based on Appearance Ticket appearance at the request of the Court. Clean-up in progress. Provide copy Building Permit.
  - Defendant failed to show for Appearance Ticket trial date, confused on appearance date. Defendant showed up on the night after. We reviewed Building Permit process.
- 15-SA-006: Robert Sweet - Enforcement Action
  - Confirmed with Supervisor to issue Appearance Tickets.
  - Typo in Draft found during Supervisor's review, will re-issue.
- 16-SA-020: Ed & Nancy Anthos (White Pine Cabin) Permit – New Dwelling
  - Meeting with applicant regarding foundation review comments.
  - No resubmission to date.
- 16-SA-024\*: Todd & Katrena Isabella – Siding progressed well, Certificate of Completion pending Final Inspection. (Note typo on permit number on last month report).
- 16-SA-025: Mary Schwieizer – Siding project is progressing well, Certificate of Completion pending Final Inspection.
- 16-SA-026: Carl Techman – Re-roofing progressed well, Certificate of Completion pending Final Inspection.
- 16-SA-027: Penny Snickies – Alterations Level I: Maintenance to Manufactured Home
- 16-SA-028: Esmeralda Rothaupt - Alterations Level I: Maintenance to Manufactured Home, Re-Roofing and Septic System
- 16-SA-029: Tyler Chase – Alterations Level I: Electrical work to an outbuilding
- 16-SA-030: Susan Moody / Apex Solar Power – Solar Panel installation. Started work without a permit, issued a Permit Number to the electrical inspector to obtain an electrical inspection before a permit was issued. Stop Work Order was issued to stop usage of system. Moratorium was issued on permits to Apex until issue was resolved. Appearance Ticket issued. Guilty plea will be charge of \$25/day for twenty-five days will be accepted. New conditional permit system will be used with this organization.
- 15-SA-033: Erica Neufeld/Apex Solar Power – Solar Panel Installation
- 16-SA-002: Erica Neufeld/Apex Solar Power – Re-roofing Apex Solar Power (Apex) secured the permit for the Solar Panel installation, then filed for the re-roofing permit in January 2016, a Notice of Incomplete Application was issued. Applicant never responded. On or about 25 August 2016, this Office was informed the project was completed with no notification for start of work for permit 15-SA-033 or permitted of application 16-SA-002. Enforcement action is in progress.

## MOTION TO PAY MONTHLY BILLS

Councilperson Jennifer Fuller made a motion to pay this month's bills; the motion was seconded by Councilperson Dean Montroy. All approved. Motion carried.

## MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Whitson gave the Board his report. This report will be kept on file in the Office of the Town Clerk and is available to any interested party. Councilperson Dean Montroy made a motion to accept the Supervisor's Report for August 2016, seconded by Deputy Supervisor Donald Amell. All approved. Motion carried.

## REVIEW AND APPROVAL OF PREVIOUS MINUTES

Councilperson Dean Montroy made the motion to approve the minutes of the Regular Board Meeting August 9<sup>th</sup>, 2016. Motion seconded by Councilperson Jennifer Fuller. All approved. Motion carried.

## TOWN CLERK MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of August 2016:

Spayed/Neutered Dog Licenses: 7 for \$49.00  
Unspayed/Unneutered Dog Licenses: 0  
Certified Death Certificates (copies): 4 for \$40.00

## WATER & SEWER BILLING MONTHLY REPORT

Water & Sewer Clerk Barbara Darrah gave the Water & Sewer Receivables Report of \$38,188.15 balance due for all accounts.

## NEW BUSINESS

Supervisor Whitson reported that Apex Solar was temporarily suspended from their project due to Building Permit issues. Robert Hammond, CEO, is working with them to proceed using the correct guidelines.

## OLD BUSINESS

### TRANSFER STATION

Supervisor Whitson reported on the Transfer Station: The fee intake from Wednesdays at the transfer station over the summer was tallied and the highest intake day netted \$52.50. The board will discuss the possibility of not opening on Wednesdays in the summer of 2017, due to revenue/cost ratio.

### MOODY POND RESIDENTS' ISSUE WITH BAKER MOUNTAIN TRAILHEAD AND PARKING

Supervisor Whitson reported Senator Betty Little and the Department of Conservation still need to meet regarding the matter. No signage has been placed in the area to date.

### RUGBY LAWSUIT AND ASSESSMENT LAWSUIT

There was no new information to report on the two pending lawsuits.

Supervisor Whitson asked those present if there were any other questions or concerns.

There were none.

## MOTION TO ADJOURN

Councilperson Joe Bates made the motion to adjourn the Regular Board Meeting at 8:07 pm, seconded by Councilperson Jen Fuller. All approved. Motion carried.

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

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Barbara Darrah  
St. Armand Town Clerk

Dated: September 13, 2016