

Town of St. Armand
Regular Board Meeting
Tuesday, March 21, 2017
6:30 PM

These Meeting Minutes were approved on April 11, 2017.

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

TOWN EMPLOYEES PRESENT:

Superintendent Roger Oliver, Water Superintendent Jeff Cotter, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

EXCUSED: Code Enforcement Officer Robert Hammond

GUESTS: Thomas Burman and Sandy Hayes.

Notice was posted regarding the date of this meeting.

Supervisor Whitson called the Meeting to order at 6:33 p.m.

Supervisor Whitson led the Pledge of Allegiance.

HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Superintendent Roger Oliver gave a verbal report to the Board. Roger reported that the Highway crew has been very busy moving snow and keeping the hydrants cleared of snow banks. Supervisor Whitson asked if there was large cost overrun due to the amount of snow clean up. Roger stated he would keep track of dates and hours. Sandy Hayes asked why the red Town Highway truck was still on the road?

WATER DEPARTMENT MONTHLY REPORT

Water Superintendent Jeff Cotter presented the following written report to the Board.

Town of St. Armand February Water Report for 3/21/17 Board Meeting

1. 18 Oregon Plains Road Usage Complaint - On 2/21/17 Barb reported to me that there was a concern at 18 Oregon Plains road residence that they have recently noticed an increase in water usage and they wanted me to check the accuracy of their reader. I monitored the residence water usage over a 6 day period and found that they were using approximately 150 gallons per day with two people living in the residence. This is normal usage as the average usage is 100 gallons per day per person. I informed the residents of the same information.
2. 14 Maple Lane Has No Water Meter or Reader Installed - On 2/21/17 I was asked to check to see if 14 Maple Lane had a meter installed. This was a new residence constructed last Fall. I found that they do not appear to have a meter and there was no reader installed on the building. Barb was going to contact the seasonal residents to inform them that they needed to install a meter and reader.
3. Monthly Coliform Samples Submitted to Lab - On 2/22/17, I sampled water from the Town Hall, the Highway Garage and from Well #5 for monthly Coliform testing. All three samples came back negative from Life Science Laboratory.
4. Annual Water Withdrawal Report Completed - On 3/1/17, I completed and submitted electronically the Annual Water Withdrawal Report to DEC. They acknowledged receiving the report through an email.
5. Lead and Copper Sampling Plan Completed - On 3/7/17, I completed and submitted our new Lead and Cooper Sampling Plan to the Saranac Lake Health Department. The plan has 2 primary Tier I sites and 8 primary Tier III sites. I also included 10 alternate Tier III sites that would be used if we are every required to have increased monitoring.
6. Test Ran Both Generators for the month with no issues.
7. Annual Water Quality Report - Our Annual Water Quality Report has been completed and submitted for distribution to all customers. The best way to distribute the report is to send it with the water bills, post on the town website and also post it in the Town Hall. The report must be distributed by May 31st, 2017. I have to complete a certification of distribution to the Saranac Lake Heath Department and to the Main Health Department Office in Albany by September 1st, 2017.

8. Frozen Water Line at Abendroth Residence on the River Road - On 3/13/17 James Abendroth reported to me that he had a frozen water line at his residence. I advised him to please get a plumber to repair this line before it ruptured, as we cannot shut off the town supply at his curb stop because it does not shut off. We would have to shut off the entire River Road in the event of a ruptured line to allow for repairs. He located a plumber and the line was thawed and repaired at the meter.

9. Leak at 37 Rock Ledge - Charlie informed me on 3/20/17, that the Village of Saranac Lake was going to send a crew up to 37 Rock Ledge on 3/21/17 to dig up the leaking curb stop and replace it. The village is going to bill the owner of the property as the curb stop is their responsibility.

WASTEWATER DEPARTMENT MONTHLY REPORT – FEBRUARY for March 21, 2017 MEETING

Wastewater Superintendent Stanley Ingison gave the following report:

1) We had another grit system issue this month where the pump quit moving any fluid. Todd, from AES, came to help with it and it started working again for no known reason. We did reset some of the timers in the grit system to get a drier grit which will cut down on the volume of weight and smell to be transported. Later that week the pump would only run at 3 Hz and then jammed up tight. I disassembled it to find that some cement sealing hardware that Riznick had used was drawn into the pump and seized in between the impeller and the housing. It took quite a bit of work to dislodge it and reassemble the pump. Todd had to come back to reset the SCADA system.

2) The above type of incident is pushing the monitors out of range and the meters show different readings than the SCADA panel shows. Aqualogics says that the difference is caused because the real readings are out of the set ranges so the SCADA system won't acknowledge them.

3) I met with Joe from Core Climate and we ran checks on the system and made some changes to things. We discussed the power outage issues and he said we could fix it by installing an uninterruptable power source (ups) for the whole system; like what the SCADA system has so it won't shut down during power outages. I priced things out and the UPS will be around \$200 and the cost to have Core Climate hook it up to their system would be around \$200. Also, I would have to install a small shelf to hold the UPS in place which would be a few more dollars for some parts.

4) I did meet with Mike of AES and went over the wet well float issues at the Pre-Treatment Building and they will get back to us with recommendations to correct the problems. Along with the above I went over the Brockway pump wiring and panel board manufacturing problem so that is also on their list to respond to us about. I also talked about window air leaks and sealing them at the Wastewater Treatment Plant.

5) After the last visit by Tyco Simplex Grinnell we have not had any new issues with the system and things have been good. I did locate and meet with another monitoring company (Adirondack Alarm) based in Malone which is quite a bit closer to check into for price savings before our Tyco Simplex Grinnell renewal comes due. They will be sending me the information soon.

6) Tom Burman was nice enough to come by and look over our internet connection problem. He concluded that it was probably a problem in the Verizon modem. Barb put in a work request with Verizon a couple weeks ago, and for a while the internet has been working fine but today it went out again and I couldn't get it back. We haven't heard anything back from Verizon yet about the work order.

7) Last year the DEC changed their monthly Discharge Monitoring Reports (DMR's) from paper submissions to electronically submitted reports (net DMR's). This year the DEC is also changing their annual flow monitoring reports from a mailed in version to an electronically submitted system which starts this month. I am working with Erica to change over to that system right now.

CODE ENFORCEMENT OFFICER HAMMOND'S REPORT AT THE MARCH 21, 2017 MEETING

CEO Robert Hammond submitted the following report:

STATUS REPORT FOR THE MONTH OF FEBRUARY 2017

Applications Received: 4

Permit Application Conferences: 2

Notices of Incomplete Applications: 2

Building Permits Issued: 2

Building Permits Pending Due to Payment: 1

Fees Collected: \$230.00

Fees Pending: \$100.00

Site Inspections: 6

Field Visits: 2

Notice(s) for Fire Safety / Property Maintenance Inspection(s): 1 (Non-Certified)

Certificate of Occupancy/Completion: 0

Temporary Certificate of Occupancy/Completion: 0

Stop Work Order(s): 0

Violation Letter(s): 0

Notice and Order(s): 0
Appearance Tickets: 0

February Highlights:

- 15-SA-14: Monroe Gladd, 10 School St. - Enforcement Action
 - o Open - Town Justice reissued letter due to clerical error

- 16-SA-018: David Kaiser, 139 River Road, - New APA Hunting/Fishing Cabin
 - o Framing has resumed.

- 16-SA-037: Patrick Dupree, 1437 State Rte. 3 – New Residential Dwelling
 - o Framing Inspection Completed – Re-inspection shall be required.
 - o Letter of Incomplete Work Elements Issued. Met with Owner and reviewed status of progress.

- 17-SA-003: JP O’Neil / Marion Columbe, 50 Main Street, Bloomingdale - Alterations - Level I and Re-roof
 - o Application Complete and Permit Issued.

- 17-SA-004: JP O’Neil / Stephanie Baumann, 43 Matthew Way, Bloomingdale – Alteration Level I and Re-Roofing
 - o Application Complete, Permit Issuance Pending Payment.

- 17-SA-005: Wesley Moody, Inc. / Patrick Dupree, 1476 State Rte. 3 Bloomingdale – On-Site Septic System
 - o Application Completed, Permit Issued.
 - o Waste Line, Septic Tank and Distribution Box installed and inspected.

- 16-SA-036: Carter Rowley, 992 NYS Rte. 3 – Full Renovation of Cottage
 - o Spot Inspection: Electrical and Plumbing progressing.

- 17-SA-001PM: Property Owner: Helen Dennin, 1653 NYS Route 3, Town of St. Armand, Bloomingdale, NY (a.k.a. Absolute Repair)
 - o Notification of Violations of the NYS Property Maintenance Code and St. Armand Town Law, Local Law #2, 1981 – Abandoned and Junk Vehicles.
 - §302 Exterior Property Areas, Part 302.8 – Motor Vehicles / Town of St. Armand Local Law #2, 1981 – Abandoned and Junk Vehicles:
 - At least thirty (30) inoperative or unlicensed motor vehicles parked kept, or stored on the premises in a state of major disassembly, disrepair, or in the process of being stripped or dismantled.
 - Exterior of the property is not maintained in a clean, safe and sanitary condition. There are numerous pieces of snow-removal equipment and tires stored along the front of the building.
 - o Notification was Non-Certified and requested that this Office be contacted by 20 March 2017 to establish a voluntary compliance plan with measurable goals and actions within the next 30 days or “Formal” Enforcement Action Process shall follow.

End Report

RESOLUTIONS 24 – 25

RESOLUTION 24 of 2017 - 2017 FIRE CONTRACT WITH BLOOMINGDALE VOLUNTEER FIRE DEPARTMENT

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

WHEREAS, A Resolution of the Town Board of the Town of St. Armand, authorizing Town Supervisor Charles Whitson, Jr. to execute the 2017 Fire Contract with the Bloomingdale Volunteer Fire Department, and

WHEREAS the Bloomingdale Volunteer Fire Department has provided the services of fire protection pursuant to General Municipal Law Section 209-b and fire police protection pursuant to General Municipal Law Section 209-c to the Town of St. Armand, and

WHEREAS the Town Board for the Town of St. Armand shall abide by the Fire Contract Agreement for 2017, in the amount of \$37,000.00.

THIS RESOLUTION was duly seconded by Deputy Supervisor D. Joseph Bates and Councilperson Dean Montroy and adopted by Roll Call Vote as follows:

Supervisor Charles Whitson, Jr. AYE

Deputy Supervisor D. Joseph Bates AYE
Councilperson Donald Amell AYE
Councilperson Jennifer Fuller AYE
Councilperson Dean Montroy AYE

March 21, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 25

RESOLUTION #25 – TOWN OF ST. ARMAND’S POLICY ON RETIREES’
HEALTH INSURANCE BENEFITS

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

WHEREAS, the Town of St. Armand’s existing Personnel Employee Benefits Policy did not contain a section regarding the Town’s policy on Health Insurance Benefits to retirees of the Town of St. Armand, and

NOW THEREFORE, let it be resolved that the Town of St. Armand will not be responsible for paying Health Insurance Benefits upon retirement for any new employees hired after January 1, 2017. This Resolution is retroactive to begin January 1, 2017.

Councilperson Dean Montroy and Councilperson Jennifer Fuller duly seconded this resolution and it was adopted as follows:

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

March 21, 2017

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

Councilperson Jennifer Fuller made the motion to approve payment of this month’s bills; the motion was seconded by Deputy Councilperson D. Joseph Bates. All approved. Motion carried.

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Whitson presented the Monthly Report for February 2017. Councilperson Jennifer Fuller made the motion to accept February’s Supervisor’s Report. The Motion was seconded by Councilperson Donald Amell. All approved. Motion carried.

REVIEW AND APPROVAL OF PREVIOUS MINUTES

Councilperson Dean Montroy made the Motion to approve the Regular Meeting Minutes of February 14, 2017. The Motion was seconded by Deputy Supervisor D. Joseph Bates. All approved. Motion carried. Councilperson Dean Montroy made the Motion to approve the Special Board Meeting Minutes of March 3, 2017. Councilperson Jennifer Fuller seconded the motion. All approved. Motion carried.

TOWN CLERK’S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of February 2017:

Spayed/Neutered Dog Licenses: 2 for a total of \$14.00
Unspayed/Unneutered Dog Licenses: zero

Total Revenue Earned: \$14.00 Paid to Supervisor: \$12.00 Paid to NYS Agriculture & Markets: \$2.

WATER AND SEWER BILLING MONTHLY REPORT:

Water & Sewer Clerk Barbara Darrah gave the Water & Sewer Receivables Report of \$30,383.95 due for all accounts.

OLD BUSINESS

Councilperson Donald Amell reported the residents who moved into the Lyons' house on Route 3 had approached Sam Grimone, a previous St. Armand Town Councilperson, inquiring if it would be possible to place a radar speed indicator sign at the edge of Bloomingdale, Route 3 coming from Vermontville. Councilperson Donald Amell stated this request has been made in the past by others living in that same area. Charles Whitson said he would contact the appropriate agency regarding the matter.

NEW BUSINESS

Supervisor Whitson distributed the February 15, 2017 Tax Collection Report from Nancy Heath, St. Armand Tax Collector, for the period of January 1, 2017 – January 31, 2017.

Councilperson Dean Montroy asked what we are doing to enforce payment of water and sewer bills. Supervisor Whitson responded that by the beginning of November of each year delinquent balances are levied to the Essex County Property Taxes and the Town is repaid. Discussion ensued and it was agreed that the topic would be put on the agenda for next month's meeting.

QUESTIONS

Supervisor Whitson asked those present if there were any other questions or concerns. There were no questions.

MOTION TO ADJOURN

Deputy Supervisor D. Joseph Bates made a Motion to adjourn, seconded by Councilperson Jennifer Fuller. All agreed. Motion carried. The meeting adjourned at 8:10 pm.

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.

Barbara J. Darrah
St. Armand Town Clerk

Dated: March 21, 2017