

Town of St. Armand
Regular Board Meeting
Tuesday, December 12, 2017
6:30 PM

These minutes were approved on January 9, 2018.

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, and Councilperson Dean Montroy.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT:

Water Superintendent Jeff Cotter, Code Enforcement Officer Robert Hammond, Wastewater Superintendent Stanley Ingison, Town Clerk Barbara Darrah, and Town Historian Davina Winemiller.

EXCUSED: Councilperson Jennifer Fuller and Highway Superintendent Douglas Snickles.

GUESTS: Scott van Laer, NYS DEC Forest Ranger, Sandy Hayes and Devin James were in attendance.

Notice was posted regarding the date of this meeting.

Supervisor Whitson called the Meeting to order at 6:30 p.m.

Supervisor Whitson invited Sandy Hayes to lead the Pledge of Allegiance.

GUEST PRESENTATION

Scott van Laer, NYS DEC Forest Ranger, addressed the Board regarding the urgent need for hiring more NYS Forest Rangers. Prior to the state obtaining more acreage in the Adirondack Park, the ratio used to be one Forest Ranger per 28,000 acres. Currently, the ratio is one Forest Ranger per 60,000 acres. He also reported that in the High Peaks area, there have been 100 search and rescues conducted per year and some go on for weeks at a time, putting a strain on the Forest Rangers required to respond. Forest Ranger van Laer presented a template Resolution in support of increasing the number of statewide Forest Rangers from 135 to 175. Supervisor Whitson thanked Officer van Laer for the presentation and stated the Resolution would be presented to the Board for vote later in the meeting.

HIGHWAY DEPARTMENT MONTHLY REPORT

Deputy Superintendent Douglas Snickles reported all the highway vehicles were ready for the winter season: plows and tires installed. The Highway crew has been busy cutting brush along the River Road. Douglas reported he had interviewed three individuals for the Motor Equipment Operator vacancy. One individual did not want to take a cut in pay from his current position. Another individual had their CDL license but lived in the Town of Harrietstown, and the third person seemed appropriate but needed to gain his CDL License. Douglas stated he compared costs per revenue in keeping the State Contract for maintaining Route 3, and did not see any benefit in keeping the contract. In addition, if the Highway did not have the State Contract, there would be no need to fill the vacant position at this time. Supervisor Whitson stated the Union Contract says the Town has to have three full-time employees for the next two years. Supervisor Whitson instructed Douglas to keep focused on the labor involved and how many times Trudeau Road and Rockledge are plowed this year.

WATER DEPARTMENT MONTHLY REPORT

Water Superintendent Jeff Cotter presented the following report to the Board:

Town of St. Armand Water Report for 12/12/17 Board Meeting

1. **Water Emergency 37 Poplar** - On 11/9/17, I shut off the water to Poplar St. for approximately 40 minutes due to a break in a water line at a residence at 37 Poplar St. Repairs were made and I turned the water back on to the St.
2. **773 St. Regis Ave. Valve Replacement** - On 11/28/17, I met with Craig Smith of 773 St. Regis Ave about shutting off his water to allow for a plumber to replace a water valve inside his house. I arranged the shutoff with Craig and the valve was replaced.
3. **767 St. Regis Water Shutoff** - On 11/28/17, I received the order from Charlie and Barb to shutoff the water to 767 St. Regis Ave due to the house being unoccupied and not heated. I located the curb stop way box which was badly damaged at the surface. It was shaped like a pretzel. I dug down approximately 1 1/2 feet and cut the bent section of way box out and that enabled me to get the key on the curb stop to shut the water off.
4. **Clear Well Cover** - On 11/29/17, I completed making a cover for the clear well in the pump-house. The Saranac Lake Health Department required that a cover be constructed for the clear well by the end of December 2017. I made the cover out of plexiglass and aluminum angle and pop riveted the pieces together. I sent a picture of the cover to the Health Department in Saranac Lake and they responded that they were happy with the cover.
5. **Wet Tap on School St.** - On 11/30/17, I completed a wet tap service for Matt Bordeau on School St. The water main was 13" deep! Matt provided his own curb stop and way box but should be billed for the wet tap and 8' of 3/4" K Copper.
6. **Test Ran Generators** - No issues to report.
7. **Coliform Samples** - Took two required monthly coliform samples. Both samples came back from the lab as negative.
8. **Paul Demarco Residence Water leak** - On Saturday night 12/2/17, Paul Demarco called me to report a water leak in his basement coming from a failing gasket on his meter at his residence on Rt.3. I responded and located his curb stop which was damaged by a plow. Paul was able to slow the leak down with his own valve in his basement and was going to hire a plumber for the repair.
9. **Water Shutoff at 788 St. Regis Ave** - Barb reported to me that the basement was checked at 788 St. Regis Ave by a family member and confirmed that the water was indeed off to the residence. I had reached out to the owner to inspect inside the house to confirm that the water was off last month and I received no reply back. When I had originally attempted to shut the water off, the curb stop did not seem to turn freely.

Jeff Cotter recommended that the Water and Sewer Regulations be revised to indicate a time frame requirement be implemented prior to winter temperatures when large projects are planned, IE; new water line installation, etc. Discussion ensued regarding the Sewer District and Mill Street. A question was raised whether someone could tap into the sewer line if they were not in the Sewer District. The response was the Board would have to pass a Resolution to allow others to be allowed in the Sewer District if you are outside of the sewer line to join the Sewer District. Another question was raised if the Town would still own those lines if approved. Davina Winemiller responded that she believes the town would own the lines, as this is presently the case with Jeff Tedford's property where the trailer court is located.

CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

CEO Robert Hammond presented the following report to the Board:

STATUS REPORT FOR THE MONTH OF NOVEMBER 2017

Applications Received: 3
Permit Application Conferences: 1
Notices of Incomplete Applications: 2
Building Permits Issued: 1
Building Permits Pending Due to Payment: 2
Fees Collected: \$50.00
Fees to be Determined: 2 Projects
Site Inspections: 3
Field Visits: 4
Notice(s) for Fire Safety / Property Maintenance Inspection(s): 1
Violation Notice(s) / Order to Remedy: 2 (Certified), 0 (Non-Certified)
Notice and Order(s): 0 (Certified)
Stop Work Order(s): 0
Appearance Tickets: 0
Certificate of Occupancy/Completion: 9

Temporary Certificate of Occupancy/Completion: 0

Record Search: 0

November Highlights

Enforcement Action

17-SA-001PM: Dennin, Greg (aka: Absolute Repair) - Enforcement Action

- o Received notification of receipt of Notice and Order.
- o Eighteen vehicles removed.

- 17-SA-002: Kanze, Edward & Debbie / Witt, Scott, 80 Moose Lane, (Housing Assistance Program of Essex County) – Enforcement Action

- o Registered Design Professional, Architectural & Engineering Design Associates P. C. from Plattsburgh has submitted a solution acceptable to this Office.
- o Engaged communications with property owner, they seem willing to accept.
- o Spoke to HAPEC and they are communicating with property owner about having contractor-of-record return to address non-compliant items but will have a new contractor perform engineered solution for foundation.
- o A new Building Permit Application shall be submitted for a Permit for foundation work.

- 17-SA-007PM: Reynolds, Gene, 788 St Regis – Property Maintenance Violations

- o Order to Remedy has been issued.
- o No response to date.

- 16-SA-015: Gregware, Scott and Gretchen, 407 Bloomingdale Ave – Occupancy without CO.

- o Deck project from 2016, used without CO.
- o Order to Remedy has been issued.

New Building Permits and Applications

- 17-SA-039: LC Camp, LLC, aka: Camp Woodsmoke, Lake Placid – Boat House

- o Project Presentation following report.

- 17-SA-040: Hill, Michelle, 13 Meadow Drive, Saranac Lake – Heating System and Other items

- o Incomplete application, Notice of Incomplete Application issued.
- o No response, called for update.

- 17-SA-041: Kline, Benjamin, 101 Maple Lane, Bloomingdale – Septic System Replacement

- o Absorption Field Replacement, with Septic Tank Expansion
- o Work Completed and inspected by Engineer-of-Record.

- 17-SA-042: Syrup, Sue, 153 River Road, Bloomingdale – Fireplace Stove and Chimney

- o Permit Issued.
- o No notification of start of work to date.

Existing Building Permits

- 17-SA-035: Patnode, Robert, 1825 NYS Rte. 3 – Alteration – Level 1

- o Framing and door system completed.
- o Siding incomplete.

- 17-SA-036: Bordeau, Matthew 20 School St. - Manufactured Homes and Buried Utilities.

- o No request for inspection.
- o No notification of Certified Installation.

- 17-SA-037: Filsinger, David / Apex Solar, 175 River Road – Roof Mounted Solar Panels

- o Notification of work started and completed.
- o Waiting for Engineers Certification.

- 17-SA-038: Miller, Todd / Smith, Lisa & Craig – Alterations to Covered Front Entrance

- o Project may be delayed until spring.

Robert Hammond gave an update on the Camp Woodsmoke building permit project. He stated a building permit application from 2010 originally proposed a 2-story structure, which needed permits from Army Corps of Engineers and NYS DEC. In the beginning of November, Robert received a new permit, now proposing 2 boathouses, the second one with new piles and lowered all structures to one story with a deck and five boat slips. Robert issued an incomplete application response; he received no project description, the fee paid was in 2010, there are now new fees because of the change in size (was only on APA application, but not on building permit application.) The original permit required inspections on piles and was subject to Environmental State regulations. NYS DEC informed Robert that SEQUA is “negative”. There was no planning board or site review. The project is considered “closed”. The last administrative action said it was under APA jurisdiction. Robert asked for the APA response, they responded “no jurisdiction”, the structure was being considered a “residence”.

Robert then reviewed the project under “Residential”. There is no snow load data, incomplete information on stairway systems; no rise/no railings. If it is considered under non-residential, the codes are different and the information requirements are different. Now the sizing has changed to allow a boat lift, needs a braced wall, it now appears they are proposing 15 or 16 boat slips, with a cedar shingle roof. The application is very incomplete. It appears it changed from a family to a commercial facility. Robert stated as Code Enforcement Officer he is entitled to the entire design data. In 2010, the fee paid was \$837.30. The Building Permit fee is based on square footage, and that has changed in the plans. The Town Board agreed with Robert that the permit time frame has lapsed and a new application needs to be submitted.

WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stanley Ingison presented the following report to the Board:

Summary of last month’s activities for the December 2017 meeting

- 1) With quite a bit of work we did get the remote access to the SCADA system, for both Aqualogics’ use and ours, back in service again last month. Still on the list is getting the lap top set up to work remotely to operate the SCADA system and to gain access to the net.dmr to turn in or modify monthly reports when away from the plant.
- 2) Last year we had problems with the flushing unit on the clarifier pump and sent it away to be fixed. The flushing unit had previously damaged the transducer because they were so close together and a stilling well had not been included in the construction work. Thus we did not want to run that unit until a stilling well had been installed to avoid further damage and cost. After I installed a stilling well to protect the transducer and could use the flushing unit it turned out that it still wasn’t working correctly. Todd Hodgson (now with Essex County) had worked on that problem with me at the time and is scheduled to come and help me try to correct the problem on Friday. Of course weather may be an issue as all the work is outside on and around the wet well.
- 3) The screen auger and the grit system at the pre-treatment building continue to work well and Todd says that he is still in the loop for working toward getting our grit pump motor and paddle wheel drive motor raised above the flood level.
- 4) A few weeks ago the website that monitors the solar systems production of electricity which had been lost suddenly came back into service. It turns out that they had been completely upgrading the site which is now much more user friendly with quick easy views of the in time production from our panels.
- 5) I worked with Matthew Bordeau to install a new 4” wastewater lateral into the 6” main and get the line run across School St. so he could get it run up to his new home. We had previously run a snake down the main to locate where it was as our maps didn’t show any location and we hadn’t been able to get a camera up that section. Because of that work and careful hand digging the lateral connection went very well and nicely. Matthew did at my suggestion, insulate over the line where it passed under the street to guard against freezing. He also had agreed to insulate under his new driveway which crossed over the trailer part lateral but his mother who owns the property was against it so that didn’t get done.
- 6) I did mount the new plow on the truck and put it to work at the wastewater plant but after only about two minutes of use a fitting started leaking. When I found the leak I started to go to the highway department to get some help and already there wasn’t enough fluid left to operate it. Luckily it was just high enough off the ground that I could drive there and then into town to get the correct hydraulic fluid. Nicely, Tim Reyell refitted the line and connections for me and refilled the fluid and it is working now.
- 7) It seems that after a couple years of trying we finally got the outside air vent control system in the blower room working properly but we probably will have to wait for the heat of summer to be sure. It seems like the main problem was that it had the wrong sized heater unit in it.

RESOLUTIONS #38 - #47 of 2017:

RESOLUTION 38 of 2017 – SUPPORT OF POLICE BENEVOLENT ASSOCIATION OF NEW YORK STATE, INC. (PBA OF NYS) PROPOSAL TO INCREASE DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOREST RANGER STAFFING TO A STATEWIDE TOTAL OF 175

Councilperson Dean Montroy, who moved its adoption, offered the following resolution:

WHEREAS, NYS forest rangers have provided care, custody and control of the Forest Preserve and all DEC managed lands throughout the state since 1885, protecting the valuable natural resources and the people who recreate there; and

WHEREAS, forest rangers are unequaled stewards of the land who are police officers, wildland firefighters and wilderness first responders that patrol these lands year round; and

WHEREAS, the addition of over 1 million acres of DEC managed lands the last several decades without staffing increases has caused the ratio of DEC managed lands per ranger to grow from 1 ranger per 28, 516 acres in 1970 to 1 ranger per 53,752 acres today; and

WHEREAS, the dramatic increase in recreational use on state lands has led to a corresponding increase in the number of search and rescue operations. In both 2015 and 2016, forest rangers participated in over 300 incidents annually. Those numbers had not been surpassed in the rangers' previous 130 years of existence; and

WHEREAS, Adirondack communities rely heavily on tourism associated with state land recreation which, gratefully, has been well-promoted by this administration; and

WHEREAS, forest rangers are essential to providing a safe and positive recreational experience for tourists utilizing state land; and

WHEREAS, the current level of forest ranger staffing, 135 statewide including supervisors, is not adequate to fulfill their unique mission given the amount of land they patrol and the number of incidents they respond to; and

WHEREAS, the proposal by the PBA of NYS to increase forest ranger staffing has wide public and bi-partisan support from local governments, business groups, environmental groups and outdoor recreation clubs for a simple reason: It protects the people from the land and the land from the people; and

WHEREAS, this proposal represents the best solution to address the increase in public lands and those utilizing it.

NOW, THEREFORE, BE IT RESOLVED, THAT THE Town Board of the Town of St. Armand does hereby support the PBA of NYS proposal to increase forest ranger staffing to 175 rangers statewide, which is deemed critically important to our community, state land, the environment and the People of the State of New York; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the PBA of NYS, 11 North Pearl Street, Suite 1200., Albany, NY 12207.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 39 of 2017

**AGREEMENT TO EXTEND FIXED LUMP
SUM MUNICIPAL SNOW AND ICE
AGREEMENT FOR 2018-2019 CONTRACT YEAR**

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

WHEREAS, the COMMISSIONER (Transportation of the State of New York) AND THE MUNICIPALITY (Town of St. Armand of Essex County) have agreed upon an annual contract known as the Fixed Lump Sum Municipal Snow and Ice Agreement since January 17, 1992 and;

WHEREAS, the present term of the Fixed Lump Sum Snow and Ice Agreement between New York State Department of Transportation (Commissioner) and St. Armand (Municipality) expires on June 30, 2018, and;

WHEREAS, Section 9 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the Commissioner,

NOW, THEREFORE, the aforementioned "Fixed Lump Sum Snow and Ice Agreement Between New York State Department of Transportation and the Town of St. Armand is hereby extended for a period of one year; to commence on July 1, 2018 and expire on June 30, 2019, unless further extended, and the 2018-2019 Extension Amount shall be \$153,221.18.

BE IT FURTHER RESOLVED, the Town Board of the Town of St. Armand authorizes Supervisor Charles Whitson, Jr. to execute and sign the Snow and Ice Extension Agreement Contract for the season beginning July 1, 2018 and to expire on June 30, 2019 for the Essex County roads in the Town of St. Armand.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 40 of 2017

2018 CONTRACT BETWEEN THE TOWN
OF ST. ARMAND AND MOUNTAIN
MEDICAL SERVICES

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

BE IT RESOLVED, that this agreement is made between Standard Medical Testing Services/Mountain Medical Services located at 68 Quaker Road, Queensbury, NY, 12801 and the Town of St. Armand, located at 1702 NYS Route 3, Bloomingdale, NY, 12913, and;

WHEREAS, this agreement shall be in effect from January 1, 2018 to December 31, 2018, and;

WHEREAS, this contract is for required drug and alcohol testing for equipment operators in the Highway Department. The contract is priced per visit, not an annual fee, and;

WHEREAS, Standard Medical Testing Services/Mountain Medical Services attests that it will keep all information obtained from the Town of St. Armand for the purpose of testing confidential unless otherwise required to disclose said information by applicable law, regulation, or subsequent agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby appoints Town Supervisor, Charles Whitson, Jr. to execute the contract with Standard Medical Testing Services/Mountain Medical Services for the year 2018.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates, 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah

RESOLUTION 41 of 2017

**2018 FIRE CONTRACT BETWEEN THE
TOWN OF ST. ARMAND AND THE
VILLAGE OF SARANAC LAKE**

Councilperson Dean Montroy, who moved its adoption, offered the following Resolution:

WHEREAS A Resolution of the Town Board of the Town of St. Armand, authorizing Charles Whitson, Jr., Town of St. Armand Supervisor to execute the 2018 Fire Contract with the Village of Saranac Lake, and;

WHEREAS the Village has provided the services of the Village of Saranac Lake Fire Department for fire protection and rescue services pursuant to General Municipal Law Section 209-b and fire police protection pursuant to General Municipal Law Section 209-c to the Town, and;

WHEREAS the Town Board for the Town of St. Armand agrees to the provisions set within the Village of Saranac Lake Fire Contract Agreement for 2018.

NOW THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand shall abide by the Village of Saranac Lake Fire Contract Agreement for 2018, in the amount of \$23,072.58.

This Resolution was duly seconded by Councilperson Donald Amell and Deputy Supervisor D. Joseph Bates, 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 42 of 2017

**2018 FIRE CONTRACT BETWEEN
THE TOWN OF ST. ARMAND AND
THE TOWN OF NORTH ELBA PARK
DISTRICT**

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

WHEREAS, by Resolution, the Town Board of the Town of St. Armand hereby duly authorizes Supervisor Charles Whitson to execute the Contract agreement with the Town of North Elba, North Elba Park District dated January 1, 2018 to December 31, 2018.

THEREFORE BE IT RESOLVED THAT, the total sum of \$6,610.84 for 2018 is to be paid to the North Elba Park Fire District no later than March 1, 2018.

This Resolution was duly seconded by 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	EXCUSED
Councilperson Dean Montroy	AYE

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 43 OF 2017

2018 AGREEMENT BETWEEN THE
TOWN OF ST. ARMAND AND THE
SARANAC LAKE VOLUNTEER RESCUE
SQUAD, INC.

Deputy Supervisor D. Joseph Bates, 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 Agreement with Saranac Lake Volunteer Rescue Squad, and

WHEREAS the Saranac Lake Volunteer Rescue Squad has provides the services of medical care and transportation via ambulance for injured and sick individuals within the borders of the Town of St. Armand, and

WHEREAS the Town Board for the Town of St. Armand agrees to the provisions set within the Agreement between the Town of St. Armand and the Saranac Lake Volunteer Rescue Squad, Inc., and the Town agrees to pay an amount of \$28,270.00 for such services from January 1, 2018 to December 31, 2018.

NOW THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand shall abide by the Agreement between the Town of St. Armand and the Saranac Lake Volunteer Rescue Squad, Inc.

This Resolution was duly seconded by 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 44 of 2017

2018 AGREEMENT BETWEEN THE TOWN OF
ST. ARMAND AND THE BLOOMINGDALE
VOLUNTEER FIRE DEPARTMENT FOR THE
PURPOSE OF REFUELING EMERGENCY
VEHICLES USING THE TOWN HIGHWAY
DEPARTMENT'S FUEL TANKS

Deputy Supervisor D. Joseph Bates, who moved its adoption, offered the following Resolution:

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 Bloomingdale Volunteer Fire Department was under the jurisdiction authority from the Town of St. Armand, Essex County, and

WHEREAS, the Bloomingdale Volunteer Fire Department requested a transfer in jurisdiction from the Town of St. Armand, Essex County to the Town of Franklin, Franklin County to enable more efficient dispatch communication, and

WHEREAS, on September 13, 2016, the Town Board of the Town of St. Armand voted to approve and accept the requested transfer, and

WHEREAS, the Bloomingdale Volunteer Fire Department submitted a request to use the Town of St. Armand's Highway fuel tanks for the purpose of refueling the Emergency Vehicles due to the locality of the Emergency Vehicles being housed in Bloomingdale, within the Town of St. Armand.

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Armand does hereby accept and approve the request of the Bloomingdale Volunteer Fire Department beginning on January 1, 2018, to refuel emergency vehicles at the Town Highway Garage, and

BE IT FURTHER RESOLVED, the Bloomingdale Volunteer Fire Department will provide the Town of St. Armand with the names of three individuals who will be authorized to refuel the vehicles at the Town Garage, and

BE IT FURTHER RESOLVED, the Highway Superintendent will submit the amount of fuel used by the Bloomingdale Volunteer Fire Department to the Clerk to the Supervisor on a weekly basis, and

BE IT FURTHER RESOLVED, the Bloomingdale Volunteer Fire Department will be billed monthly by the Town of St. Armand for the amount of fuel used in their vehicles.

This Resolution was duly seconded by Councilperson Dean Montroy and Councilperson Donald Amell 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	EXCUSED
Councilperson Dean Montroy	AYE

December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 45 of 2017

Standard Work Day and Reporting

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

WHEREAS A Resolution of the Town Board of the Town of St. Armand approve the Standard Work Day and Reporting figures for the New York State Retirement System.

Standard Work Day and Reporting Resolution

BE IT RESOLVED, that the Town of St. Armand hereby establishes the following standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the supervisor of this body:

Name	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (Based on Record of Activities)	
Jeffrey E. Cotter	8	3/14/2011 - 12/31/2017	N	5.86	
Stanley Ingison	8	03/01/16 -12/31/2020	N	20	
Donna Bramer	6	9/30/2013-9/30/2018	N	7.8	
Robert Hammond	6	02/01/2015-12/31/2019	N	5.22	
Nancy Heath	6	12/31/2013-12/31/2017	N	10.28	
Sheridan Swinyer	6	12/31/2013-12/31/2017	N	13.34	

On this 12th day of December 12, 2017

Date Enacted: December 12, 2017

(Signature of Town Clerk)

I, Barbara J. Darrah, Town Clerk of the governing board of the Town of St. Armand, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board consists of 5 members, and that 4 of such members were present at such meeting and 4 of such members voted in favor of the resolution.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates, 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 46 OF 2017

2018 SCHEDULE OF MONTHLY TOWN BOARD MEETINGS

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

BE IT RESOLVED, that for the year of 2018, the Town Board of the Town of St. Armand will hold its Regular Monthly Board Meeting on the second Tuesday of each month at 6:30 P.M. at the Bloomingdale Town Hall, 1702 NYS Route 3, Bloomingdale, NY 12913, except as noted below:

- Tuesday, January 9th
- Tuesday, February 13th
- Tuesday, March 13th
- Tuesday, April 10th
- Tuesday, May 8th
- Tuesday, June 12th
- Tuesday, July 10th
- Tuesday, August 14th
- Thursday, September 13th (Due to Primary)
- Tuesday, October 9th
- Thursday, November 8th (Due to Election Day and Budget)
- Tuesday, December 11th

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates and it was 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION 47 OF 2017

**2018 SCHEDULE OF HOLIDAYS
TOWN HALL WILL BE CLOSED**

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

BE IT RESOLVED, that for the year of 2018, the Town of St. Armand’s Town Hall, located at 1702 NYS Route 3, Bloomingdale, NY 12913, will be closed in observance of the following holidays:

- Monday, January 1st – New Year’s Day
- Monday, January 15th– Martin Luther King, Jr. Day
- Monday, February 19th – Presidents’ Day
- Monday, May 28th – Memorial Day
- Wednesday, July 4th – Independence Day
- Monday, September 3rd – Labor Day
- Monday, October 8th - Columbus Day
- Monday, November 12th – Veterans Day (falls on Sunday, November 11th)
- Thursday, November 22nd & Friday, November 23rd – Thanksgiving
- Monday, December 24th and Tuesday, December 25th - Christmas

This Resolution was duly seconded by Dean Montroy and was 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	EXCUSED
Councilperson Dean Montroy	AYE

Dated: December 12, 2017

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION OF APPRECIATION

**TOWN OF ST. ARMAND SUPERVISOR
CHARLES WHITSON, JR.**

TOWN SUPERVISOR DECEMBER 27, 2012 – DECEMBER 31, 2017

This resolution was offered by Deputy Supervisor D. Joseph Bates, who moved its adoption.

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

Whereas, it is always a privilege to honor an individual who possesses the rare characteristics of leadership and commitment to the public good, and who is willing to devote their time and energy to the conduct of responsible government; and

Whereas, Supervisor Whitson is such an individual and has ably served as the Supervisor of the Town of St. Armand, and on the Essex County Board of Supervisors; and

Whereas, Supervisor Whitson has been accessible to his constituents, both on the Town and County Levels, has listened to their concerns and sought to address their needs; and responsibly oversaw two huge projects during his term; that of the construction of the new Town Highway Garage and the Wastewater Treatment Plant; and

Whereas, Supervisor Whitson not only executed the duties of Supervisor for the Town of St. Armand in an exemplary and professional manner, but he also proficiently assumed and performed the tasks of service for the constituents of the Town of St. Armand, above-and-beyond what is normally asked of a Town Supervisor; and

Whereas, Supervisor Whitson supported staff in taking time for their families with his often stated words, “Family First” and sadly bid farewell to one of our own “Town” family members, Roger Oliver, Highway Superintendent in September 2017.

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 Supervisor Charles Whitson, Jr., wishing him the best in his new chapter called Retirement.

This Resolution was duly seconded by unanimous vote and adopted as follows:

Deputy Supervisor D. Joseph Bates	AYE
Councilman Donald Amell	AYE
Councilman Jennifer Fuller	ABSENT BUT IN AGREEMENT
Councilman Dean Montroy	AYE

December 12, 2017

Barbara J. Darrah, St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

The payment abstracts for October were presented for the Board’s approval as follows:

General Vouchers # 300 - #322 in the amount of \$ 6,625.92
Trust and Agency Voucher # 7 in the amount of \$ 2.50
Highway Vouchers # 237 - # 258 in the amount of \$ 89,153.33
Highway Outside Vouchers # 13 - # 15 in the amount of \$ 17,638.55
Water and Sewer Vouchers # 165 - # 174 in the amount of \$ 5,216.79
Sewer Project Voucher # 14 in the amount of \$ 6,325.97
CDBG Housing Project Voucher #0 in the amount of \$ 0.00. There were none.

Councilperson D. Joseph Bates made the motion to approve payment of this month’s bills; the motion was seconded by Councilperson Dean Montroy. A Roll Call Vote was as follows:

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

All approved. Motion carried.

Date: December 12, 2017

Barbara J. Darrah, Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Whitson presented the Board the Supervisor’s Monthly Report for November 2017 to the Board. Deputy Supervisor D. Joseph Bates made the Motion to accept the Supervisor’s Monthly Report. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried.

REVIEW AND APPROVAL OF PREVIOUS MINUTES

Councilperson Donald Amell made the Motion to approve the Special Meeting Minutes and Regular Board Meeting Minutes of November 9, 2017. The Motion was seconded by Deputy Supervisor D. Joseph Bates. All in favor. Motion carried.

TOWN CLERK'S MONTHLY REPORT

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

Spayed/Neutered Dog Licenses: 6 spayed and 4 neutered Dog Licenses for a total of: \$70.00
0 Unspayed/Unneutered Dog Licenses for a total of: \$ 0.00

Certified Death Certificate Copy \$10.00
1 Geneology Search Death Certificate Copy \$22.00

Total Revenue Earned: \$102.00 Paid to Supervisor: \$92.00 Paid to NYS Agriculture & Markets: \$10.00

WATER AND SEWER BILLING MONTHLY REPORT:

Water & Sewer Clerk Barbara Darrah reported the Water & Sewer Receivables Report is zero due for all accounts. The final water and sewer total balances due in the amount of \$32,201.13 were submitted to Essex County on November 14, 2017, for re-levy on the 2018 Real Property Tax bills.

OLD BUSINESS

Deputy Supervisor D. Joseph Bates asked where the Board stood on the Code Enforcement Officer position. Supervisor Whitson reported that he had received two applications and the Board would have to interview the two individuals and made a decision. A date was set for Tuesday, December 19th, at 6:30 and 6:45 pm, consecutively. Supervisor Whitson stated he would contact both parties as to the date and time.

NEW BUSINESS

Councilperson Donald Amell stated there would be a vacancy on the Town Board beginning January 1st and suggested an ad be placed in the Adirondack Daily Enterprise to post the vacancy announcement for the position of Councilperson.

Councilperson Dean Montroy suggested the Town Board hold an open meeting about the recent audit by the NYS Office of the Comptroller in order to give interested residents a chance to ask questions and voice opinions regarding the findings and the newspaper article. He stated that perhaps in January a date could be decided for the proposed meeting. He also suggested that work sessions be conducted to review the current Water and Sewer Regulations and Employee Handbook/Personnel Policy, along with other audit recommendations in order to ensure operations are in accordance with Town, New York State and Federal Law.

Town Historian Davina Winemiller reported she recently contacted the curator of the Robert Louis Stevenson Cottage and he provided her with copies of old documents regarding the Town of St. Armand and Stevenson Lane. Davina stated she would prepare a binder with the documents in sheet protectors for preservation and present to the Board at a later date.

QUESTIONS

Supervisor Whitson asked those present if there were any other questions or concerns. There were none.

MOTION TO ADJOURN

Deputy Supervisor D. Joseph Bates made the Motion to adjourn the Regular Board Meeting. The motion was seconded by Councilperson Donald Amell. All in favor. The Regular Board Meeting adjourned at 9:02 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: December 12, 2017