

Town of St. Armand
Regular Board Meeting
Tuesday, July 10, 2018
6:30 PM

These Meeting Minutes were approved on August 14, 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 Dean Montroy, Deputy Supervisor Jennifer Fuller, Councilperson Donald Amell, and Councilperson Samuel Grimone.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT:

Highway Superintendent Douglas Snickles, Water Superintendent Jeff Cotter, Code Enforcement Officer Joseph Amell, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

EXCUSED: Councilperson D. Joseph Bates was excused from the meeting.

GUESTS: Susan Willette, William Latham and Sandy Hayes, Community.

Notice was posted regarding the date of this meeting.

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

Town Clerk Barbara Darrah led the Pledge of Allegiance.

HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Superintendent Douglas Snickles presented the following report to the Board:

Town of St. Armand Highway Report for the July 10, 2018 Meeting

- 1) Still patching roads. Would like to find used roller
- 2) Getting ready to do a lot of ditching.
- 3) Put a road in Frank Tuthill's yard in order to provide access for Village of Saranac Lake to inspect the sewer manhole with camera and clean-out equipment.
- 4) Cleaned up transfer station.
- 5) Bob's Auto and Truck Service finished service on the loader and has the parts for the three shutoff switches for the designated equipment.
- 6) Doing a punch list at the Youth field, specifically safety issues.
- 7) Removed the bathroom floor at the Town Hall and installed new linoleum and toilet.
- 8) Started brush-hogging and trimming area roads.
- 9) Going to dig out stones sticking up into the road on West Main Street.

Councilperson Samuel Grimone asked if there were plans for putting a gate up at Rockledge. Douglas responded they were in the process of doing so when the accident occurred where the sign fell on Phil Wiedenheimer's arm and a resident almost lost their dog due to the sign. They will resume this task as soon as possible.

Community guest Sandy Hayes asked if the children at the Youth Field were in danger due to the safety issues. Douglas responded that the issues were basic and gave examples: the new bleachers needed chain link backing installed, fixing a fence, a missing piece on the monkey bars needed to be welded, and the sump pump needs a dedicated outlet and hardwired so that no one can turn it off due to 2 occurrences of flooding. Water Superintendent suggest a red warning light be located above the door in order to alert town staff regarding the water level in the Youth Field building basement.

WATER DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Water Report for 7/10/18 Board Meeting

1. Methodist Church Water On - On 6/13/18, I turned on the water service to the Methodist Church for the summer per Rev. Olson's request.
2. 781 St. Regis Ave Water On - On 6/19/18, I turned on the water service to 781 St. Regis Ave per Barb's request.
3. Damaged Curb Box reported on 94 Rockledge - On 6/26/18, the owner of 94 Rockledge requested that I take a look at his damaged curb box. I checked it out and was able to straighten the bent curb box and then I re-threaded the top of the curb box and installed a new cap.
4. Water Shut Off on Poplar for Repairs of 44 Poplar Water Service - On 7/5/18, We shut the water off to Poplar St. for approximately 1/2 hour to allow for the repairs of the water service at 44 Poplar. A new curb stop was installed along with a new curb box. I supplied the curb way box and a 3/4" curb stop. The Town's cost for a curb way box is \$46.50 and the curb stop cost for the Town is \$76.50.
5. We Need 3/4" curb stop's and curb way boxes - We are out of both and I would like to order at least one replacement of each.
6. Test Ran Generators with no issues to report.
7. Town Hall Coliform Monthly Test - Test was submitted to Life Science Lab and came back Negative.
8. Installed New Reader at 24 Blue Spruce Way - On 7/9/18, I installed a new reader at 24 Blue Spruce Way at the owners request as her reader was not working and she did not want to be estimated on her usage.
9. Resident Water Shut-offs - I believe there are still 5 residents that have still not paid their water bills. Many residents came in and paid their bills over the month, however there are still some bills that have not been paid. Do I shut them off in this summer heat?
10. Summer Drought - On 7/9/18, I received an email from Marlene Martin of the Saranac Lake Health Department in regards to the summer drought. She explained that there are currently 4 water supply systems in Essex County that have issued "Water Conservation Advisories". The Health Department is asking all water supply operators and supervisors to closely monitor their systems and to advise the local health department if we felt the need to issue a Water Conservation Advisory or Order.
11. Report to Marlene Martin of Our System Status In Current Drought - On 7/9/18, I reported to Marlene Martin that currently our well #5 yield was not being impacted by the current drought and if I see a significant change requiring a Water Conservation Advisory I would notify the health department immediately.
12. Increased Well #5 Run Time - On 7/9/18, I increased the run time on well #5 by 2 hours due to increased demand with the hot weather. This increase is not due to the well yield in the drought conditions as the well was still producing 44,000 gallons of water on a 12 hour pump run time. This figure has not changed and it would if the well yield dropped due to a drought condition. I will continue to monitor our systems water supply as this drought is expected to continue with no significant rainfalls expected over the next 10 days.
13. Summer Fire Hydrant Flushing is being delayed until after the drought.

Water Superintendent Cotter added he found a person, Chris Cassler, who is willing to test for Back-Flow prevention for \$100 per test. NY Rural Water wanted \$200 per test. The Board approved Superintendent Cotter to have Chris Cassler do the testing. We will put \$300 in budget planning for 2019.

The Board agreed that water shut-offs due to non-payment should continue despite being summer.

CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

Code Enforcement Officer Joseph Amell presented the following report to the Board:

STATUS REPORT FOR THE MONTH OF *JUNE (Includes actions up to July 10, 2018)

Applications Received: (4)

Permit Application Conferences: (0)

Notices of Incomplete Applications: 0

Building Permits Issued: (8)

Building Permits Applications Pending Due to Payment: 0

Fees Collected: \$1077.00

Fees Due: \$50.00
Site Inspections: (2)
Field Visits: 2
Notice(s) for Fire Safety / Property Maintenance Inspection(s): 0
Violation Notice(s) / Order to Remedy: 0 (Certified), 0 (Non-Certified)
Notice and Order(s): 0 (Certified)
Stop Work Order(s): 0
Appearance Tickets: 0
Certificate of Occupancy/Completion: (0)
Temporary Certificate of Occupancy/Completion:0
Record Search: 1

Month's Highlights

Enforcement Actions

- No action taken at this time (pending full certification of training)

New Building Permits and Applications

- This Office issued eight (8) permits for this monthly cycle.
 - o 18_SA_005- This office issued a permit for the addition of seating to Teddy's Ice cream stand in C/O Steve Schmidt. Building permit fee was paid and a letter of conditions was drafted and issued in order to continue progress with project. A submittal to the Clerk of the Supervisor was completed. Work has now been started.
 - o 18_SA_016- 44 Poplar Lane - Permit has been issued to the applicant to remedy previous code violations in order for new owner to be issued a C of C. The Code official performed a site inspection with applicant to go over means to remedy issues noted in the file for this property. The building permit fee has been paid and a submittal to the Clerk of the Supervisor was completed.
 - o 18_SA_017- 1689 N.Y.S. Route 3 Bloomingdale, NY 12913 - permit issued for re-roof of garage at this location. Conditions letter sent with Permit to outline requirements for re-roofing a structure. The Permit fee has been paid and a submittal to the Clerk of the Supervisor was completed. Work has not started at this location yet.
 - o 18_SA_018- 299 River Road Bloomingdale, NY 12913 - permit issued for installation of a whole house stand by generator as well as a conditions letter. Work has not started for this project as far as this office knows at this time. The Permit fee has not been paid as of the time this report was drafted.
 - o 18_SA_019- 748 Saint Regis Avenue - permit has been issued for roof top Mounted Solar System in Care Of Apex Solar. A conditions letter was issued with permit, Work has not yet started at this time. Apex will notify this office 24 hours in advance of start. The Permit fee has been paid and a submittal to the Clerk of the Supervisor was completed.
 - o 18_SA_020- 206 River Road Bloomingdale, NY 12913 - permit issued for re-roof of garage at above address. Permit fee paid and submittal to the Clerk of the Supervisor was completed.
 - o 18SA_021- 1026 N.Y.S Route 3 Saranac Lake, NY 12983 - demolition permit application received. No action has been taken yet. Applicant was advised that they had to have asbestos survey performed. Upon submission of an abatement clean letter, permit for demolition will be issued.
 - o 18_SA_022- 7 McKenzie Mountain Way Bloomingdale, NY12913 - Permit issued to Applicants as well as a conditions letter. Verbal notice was given at time of delivery of permit that the application has had an early start fee assessed to the permit fee. This office will provide written notice upon delivery of receipt for payment to the applicants. This office received payment on the same day as report was drafted. Submittal has not yet been made to the Clerk but the check amount has been added to the overall amount of funds received to date.

Existing Building Permits

- o 18-SA-006- Laura Schmidt - The Code Official met with Laura at his office and received the application for Alterations/Level 2 for the property of 791 Saint Regis Avenue. Upon review of the application,

the Code Official determined that applicant is in need of submitting some sort of building plan suggesting anticipated scope of work. The Code Official contacted Laura and explained this. She is planning on submitting

this paperwork as soon as possible. The Code Official received Payment for Application but has not issued a permit at this time. The check and submittal to the Clerk of the Supervisor has been made. This application has not had any change in progress. I will be addressing this within the next monthly report cycle.

The Code Official will take the fourth section of the required state training in Albany from Tuesday, July 17 through Thursday, July 19, 2018. Upon completion of this section there will be two more sections to be taken. One is scheduled in August and the final section is scheduled in October.

WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stanley Ingison presented the following report:

Town of St. Armand Wastewater Department Summary of last month's activities for the July 2018 meeting

- 1) Did daily collections, testing and recorded data.
- 2) Did daily checks of all systems at the PTB and WWTP and recorded the data.
- 3) Wrote up the DEC monthly operating report and the discharge monitoring report and submitted them digitally.
- 4) Did weekly generator checks.
- 5) Did weekly greasing of the paddle wheel drive and clarifier drives.
- 6) Did the weekly flexing of all the aeration diffusers.
- 7) Core Climate Systems is coming at 7:00 am on Thursday to install the replacement Oxygen sensor in the preliminary treatment building.
- 8) I have been trying different volumes of application of the Surfloc B-1110 polymer / coagulant mix and have started to get the % of UV transmittance of the effluent up in the low 70's which is where it needs to be to use the UV system for disinfection. I am putting the data together to send to AES to see what they think.
- 9) After finishing the NYSDEC monthly report calculations for May it turns out that my worry that we had exceeded our SPDES flow restriction for the month's daily average had happened. The daily average flow turned out to be 7,000 gallons a day above our limit. I do not know what DEC's reaction will be to this; they may let it go as a one-time event; but if it happens again they may put out another order on consent to the town.
- 10) With the flow rate continuing to decline and the polymer working well the phosphorus level in the effluent has remained below our limit.
- 11) The new NY-Alert system did go on line last month. Of course it seems to me more complicated to use but hopefully after getting some test runs in it will get easier. It did take them a bit longer to get it up and going than they were hoping and I am still working toward doing a test run for inserting a spill alarm in the site.
- 12) Hex & Hop Brewery: Again, I have not been involved with any action with moving toward startup of the brewery with the Ethan Mikesell's request for the Bloomin' Market property. If there is anything you want me to work on, please let me know.
- 13) Saranac Lake did send us their Vac-Con truck and camera crew and worked with me cleaning out the main for a day. We failed to get it clean enough to get the camera to travel through the sediment and couldn't continue because it was too muddy to get the equipment in and out. After I got okays from Francis Tuthill, the highway department came in to excavate, install road mat and gravel an access drive to the man hole we needed to work from. Saranac Lake continued to be incredibly generous and sent the Vac-Con and camera crews back over and finished getting the line cleaned out and then did find that man hole 33 does exist 207.5' downstream from MH 34. I have marked the location and when the highway crew gets back from vacation we will dig it up and install extensions to get it to grade so we can continue the Inspection & Maintenance work
- 14) Started work on re-insulating the lagoon effluent wet well. I will have to purchase some 2" foam board and adhesive. It would be prudent to enclose it with pressure treated plywood.

Councilperson Samuel Grimone asked if the Inspection and Maintenance Plan is continual or is it mandated for five years and done? Wastewater Superintendent Stanley Ingison responded that it is

continual, and needs to be repeated after the first five years. Councilperson Grimone continued that the DEC was not going to let an overflow be a “one time” thing and are we doing anything to address the overflow? Supervisor Montroy replied that AES has prepared the engineering for Whiteface and Vine Streets and they are seeking funding in order to address the overflow caused by those streets. He stated an example was Cy Sawyer’s old house where they had to find the manhole. They searched with a metal detector and it took a lot of time because one third of the line was plugged with sand sediment.

Guest William Latham asked if we are sending people down in the manholes without oxygen and that there needs to be a plan for Stan’s safety. Water Superintendent Stanley Ingison is OSHA-trained for Confined Space and Hazardous Gas Situations. Mr. Latham continued that there is supposed to be a tripod and three-person team: one person to watch the gas meters, one person actually in the hole and one person ready to rescue. A discussion ensued and Supervisor Montroy instructed Stan to see what he needed to become re-certified, stating Kevin Woodruff from the Bloomingdale Fire Department was a certified instructor. Supervisor Montroy then stated to Stanley Ingison not to go down any more manholes until he is re-certified.

RESOLUTION # 32 of 2018

TOWN OF ST. ARMAND TO ADOPT NEW YORK STATE UNIFIED SOLAR PERMIT

Deputy Supervisor Jennifer Fuller, who moved its adoption, offered the following Resolution:

WHEREAS, New York State has developed a unified solar photovoltaic permitting process designed to streamline municipal permitting which will reduce the costs for solar projects and support the growth of clean energy jobs across the state; and

WHEREAS, the Town of St. Armand is desirous of participating in the unified permitting process, thereby increasing the Town’s eligibility for various incentives and grants through the New York State Energy Research and Development Authority (NYSERDA); now,

THEREFORE, BE IT RESOLVED, that the Town of St. Armand adopts the New York State Unified Solar Permit as attached hereto as Exhibit I, and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately and a copy of this Resolution, with Exhibit I, shall be provided to the Codes & Zoning Department.

THIS RESOLUTION was duly seconded by Councilperson Donald Amell and adopted by Roll Call Vote as follows:

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

July 10, 2018

Barbara J. Darrah
St. Armand Town Clerk

Town Clerk Barbara Darrah asked the Board what the fee should be for this type of permit. The Board deferred to Code Enforcement Officer Joseph Amell who stated it should be the same as other permits, \$50, adding that he felt the Town’s fees were low and could use a review. Councilperson Samuel Grimone asked Joseph Amell to come up with a comparison of 2 -3 other Town’s fees in order to review ours and revamp if necessary.

RESOLUTION # 33 of 2018

BOND ANTICIPATION NOTE RESOLUTION DATED JUNE 12, 2018 FOR THE ISSUANCE AND SALE OF A NOTE OF THE TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK IN ANTICIPATION OF THE SALE OF SERIAL

BONDS NOT TO EXCEED IN AGGREGATE THE
SUME OF \$41,556.20 INCIDENT TO THE
PURCHASE OF A 2015 7600 SBA 6X4 2010
(SF667) TRUCK

Councilperson Samuel Grimone, who moved its adoption, offered the following Resolution:

WHEREAS, the Town Board of the Town of St. Armand, Essex County, New York, did on the 8th day of July, 2014, duly adopt a Serial Bond Resolution authorizing the issuance and sale of serial bonds by the Town of St. Armand in an amount not to exceed in the aggregate the sum of \$207,777.00 for the purpose of the purchase of a 2015 7600 SBA 6x4 2010 (SF667) truck; and

WHEREAS, on the 8th day of July, 2014 the Town of St. Armand did adopt a Bond Anticipation Note Resolution in the amount of \$207,777.00 for the purchase of the 2015 7600 SBA truck; and

WHEREAS, on the 9th day of July, 2014, the Town of St. Armand did issue and sell a Bond Anticipation Note to NBT Bank, N.A. of Norwich, New York in the principle sum of \$207,777.00 together with interest thereon at the rate 1.47% per annum; and

WHEREAS, on July 8, 2015, the Town of St. Armand did pay the sum of \$41,555.40 on the principle balance of \$202,777.00 leaving a principle balance of \$166,221.60; and

WHEREAS, on the 8th day of July, 2015, the Town of St. Armand did issue and sell a Bond Anticipation Renewal Note in the principle amount of \$166,221.60; and

WHEREAS, the Town of St. Armand on July 7, 2016, did pay the sum of \$41,555.40 on the principle amount of \$166,221.60.00 leaving a principle balance of \$124,666.60; and

WHEREAS, on July 7, 2016, the Town of St. Armand did issue and sell a Bond Anticipation Note Renewal in the principle amount of \$124,666.60; and

WHEREAS, on July 7, 2017, the Town of St. Armand is did pay the sum of \$41,555.00 on the principle amount of \$124,666.60 leaving a principle balance of \$83,111.60; and

WHEREAS, on July 7, 2017, the Town of St. Armand did issue and sell a Bond Anticipation Note Renewal in the principle amount of \$83,111.60; and

WHEREAS, the Town of St. Armand is desirous of paying the sum of \$41,555.40 on the principle amount of \$83,111.60 leaving a principle balance of \$41,556.20; and

WHEREAS, the Town of St. Armand now desires to issue and sell a Bond Anticipation Note Renewal in the principle amount of \$41,556.20; and

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

Section 1. That a Bond Anticipation Note in the sum not to exceed \$41,556.20 shall be issued by the Town of St. Armand, Essex County, New York, in anticipation of the issuance and sale of serial bonds of the Town of St. Armand in an amount not to exceed, in the aggregate, the sum of \$41,556.20 heretofore authorized by Resolution duly adopted by the Town Board of the Town of St. Armand entitled "SERIAL BOND RESOLUTION TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK RELATIVE TO THE PURCHASE OF A 2015 7600 SBA 6x4 2010 (SF667) TRUCK" dated July 8, 2014, authorizing the issuance and sale of a serial bond of the Town of St. Armand, Essex County, New York, in a sum not to exceed, in the aggregate, the sum of \$207,777.00 for said purchase; and

Section 2. That said note shall be dated the 7th day of July, 2018, or at such later date as the Supervisor, by his execution thereof, may determine, will bear an interest rate of no greater than 5.0% per annum payable at maturity; will be payable both as to principal and interest in lawful money of the United States of America at the office of the purchaser of said note, or at such other place as the Supervisor may determine; will be signed in the name of the Town of St. Armand by its Supervisor; and will be sealed with the seal of the Town.

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

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

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

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

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

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

Section 9. This Resolution shall take effect immediately.

This Resolution was duly seconded by Deputy Supervisor Jennifer Fuller and adopted by Roll Call Vote as follows:

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

Dated: July 10, 2018

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 34 OF 2018

**DESIGNATION OF THE TOWN OF ST. ARMAND'S
LABOR STANDARDS COMPLIANCE OFFICER**

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

WHEREAS, a Comprehensive Monitoring visit was conducted at the Town of St. Armand by the New York State Homes and Community Renewal Office on May 2, 2018, and

WHEREAS, a Comprehensive Monitoring Report was completed by the Office of Community Renewal on June 21, 2018 and received by the Town of St. Armand, noting one concern, and

WHEREAS, the concern notes 40U.S.C.276a-7 requires the designation of a contract administrator prior to construction, to ensure compliance with applicable standards and act as liaison with HUD and its designees, and

WHEREAS, the Town of St. Armand did not have record of a designated Labor Standards Compliance Officer,

NOW THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby designates Dean Montroy, Town Supervisor, as the Town's Labor Standards Compliance Officer for future grants.

This Resolution was duly seconded by Councilperson Samuel Grimone and adopted by Roll Call vote as follows:

Supervisor Dean Montroy	AYE
Deputy Supervisor Jen Fuller	AYE
Councilperson Donald Amell	AYE
Councilperson D. Joseph Bates	ABSENT
Councilperson Samuel Grimone	AYE

Dated: July 10, 2018

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 35 OF 2018

**APPROVAL TO USE METAL RECYCLING
REFUND FOR THE PURCHASE OF A MEMORIAL
PLAQUE AT THE TOWN'S HIGHWAY BUILDING
FOR ROGER OLIVER**

Deputy Supervisor Jennifer Fuller, Councilperson Donald Amell, and Councilperson Samuel Grimone who unanimously moved its adoption, offered the following Resolution:

WHEREAS, the Town of St. Armand Highway employees have been cleaning a small area located in front of the Highway Garage for the purpose of preparing a memorial in honor of Roger Oliver, late Highway Superintendent, and,

WHEREAS, old and unused metal scraps were collected during the cleaning process and taken to the Waste Metal recycling center in Morrisonville, and

WHEREAS, a refund check in the amount of \$311.40 was received by the Town for the recycled metal, and

WHEREAS, the Town's Highway employees request this money be used toward purchasing a memorial plaque with Roger Oliver's name engraved on it,

NOW THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby unanimously approves the refund from recycled scrap metal be used toward the purchase of a memorial plaque in Roger Oliver's memory.

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

Supervisor Dean Montroy	AYE
Deputy Supervisor Jen Fuller	AYE
Councilperson Donald Amell	AYE
Councilperson D. Joseph Bates	ABSENT BUT IN AGREEMENT
Councilperson Samuel Grimone	AYE

Dated: July 10, 2018

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

The payment abstracts for July 2018 were presented for the Board's approval as follows:

- General Vouchers # 170 - # 194 in the amount of \$ 11,508.15 (*Explain Justice Fund \$1.00)
- B Fund Vouchers # 20 - # 21 in the amount of \$182.14
- Trust and Agency Fund Voucher # 4 in the amount of \$ 2.50
- Highway Vouchers # 105 - # 120 in the amount of \$ 46,487.63
- Highway Outside Vouchers # 7 - # 8 in the amount of \$ 820.64
- Water and Sewer Vouchers # 96 - # 106 in the amount of \$ 3,395.03

* Town Clerk Barbara Darrah explained to the Board the difference of \$1.00 for the amount appearing on the Justice Fund's payment stub verses what the actual payment voucher was written for, \$1.00 less. The \$1.00 difference followed an overpayment from a conviction fine in January 2018, but reported by the new Town Justice to the NYS Justice Fund in January's report. The \$1.00 difference was addressed over many months with different directions, but finally decided upon to pay \$1.00 less to the Justice Fund and send the \$1.00 overpayment to the person paying the fine. This determination was made by the NYS Justice Fund in late June 2018. The Board approved the difference.

Deputy Supervisor Jennifer Fuller made the motion to approve payment of this month's bills; the motion was seconded by Councilperson Donald Amell. A Roll Call Vote was as follows:

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

All approved. Motion carried.

Date: July 10, 2018

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Montroy presented the Supervisor's Monthly Report for June 2018 to the Board. Councilperson Samuel Grimone 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 MONTH'S MINUTES

Councilperson Samuel Grimone made the Motion to approve the Regular Board Meeting Minutes of June 12, 2018. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried.

TOWN CLERK'S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of June 2018:

Spayed/Neutered Dog Licenses:	5 spayed and 1 neutered Dog Licenses for a total of:	\$ 42.00
	1 Marriage License for a total of:	\$ 40.00

Total Revenue Earned: \$82.00 Paid to Supervisor: \$ 53.50 Paid to NYS Agriculture & Markets: \$ 6.00
Paid to NYS Dept. of Health - \$22.50

WATER AND SEWER BILLING MONTHLY REPORT:

Water & Sewer Clerk Barbara Darrah reported the Water & Sewer Receivables due for all accounts is \$2,962.29. The balances were due on May 23, and door knockers were placed. The Water Superintendent began water shut-offs and all but three customers paid their past due amounts as of June 11, 2018. As reported earlier in the minutes, the Board wants to continue with the water shut-offs.

OLD BUSINESS

Supervisor Dean Montroy reported Town Assessor Donna Bramer, Wastewater Superintendent Stanley Ingison and he were meeting every Friday for approximately two hours for the purpose of reviewing vacant lots and

water and sewer lines and connections. Once the compilation is complete, it will be brought to the Board for discussion and determination.

Councilperson Donald Amell reported the Safewater Act has gone through the Finance Committee and the Senate and will next be reviewed by the Assembly, then on to the Governor.

NEW BUSINESS

Supervisor Dean Montroy reported the Town's Attorney, Matt Norfolk, will take on the enforcement action case regarding 10 School Street and Code Enforcement Officer Joseph Amell and Dean Montroy will be present at the hearings.

Another Notice and Order was issued to the owners of 788 St. Regis Ave. and the clean-up was supposed to have been taken care of by February of this year. Supervisor Montroy stated he is still receiving complaints regarding garbage not being removed and the lawn not being mowed. He wants to turn that case over the attorney as well.

Councilperson Samuel Grimone asked if these types of issues were under the Nuisance Law or through the Property Maintenance Code. Discussion ensued and supervisor Montroy states he could ask County Attorney Daniel Manning which route to take, explaining if CEO Joe Amell issues a summons and the defending attorney points out the CEO was not yet certified to issue summons OR if we go with the Nuisance Law, the town can go to work on the clean-up and charge the costs to the homeowner. The Board approved the pursuit allowed withing the Nuisance Law in this matter.

QUESTIONS

Supervisor Montroy asked those present if there were any questions:

Guest Susan Willette stated she was present at this meeting to discuss the Nuisance law and Moose Pond Lane and the problems she is encountering with neighbors adjoining her property. She stated she sent a certified letter signed by she and other neighbors to the Town Supervisor.

She continued to present her complaints to the Board: There have been five junk vehicles on the property and three of those have been there for 12 years. Two of the vehicles have trees on them. One of the vehicles is on the Town's Right of way. She checked on the statute regarding junk vehicles and relayed one cannot have a junk yard without a permit, adding there is no permit posted. Supervisor Montroy had contacted the APA regarding this complaint and there was a garage built on the property in 1999 and the Town said it had to be sided. The owners put Tyvek on the building, which according to Ms. Willette is now torn in places and blowing in the wind. Dean also spoke with Dan Manning, Essex County Attorney, who in turn relayed that if a trailer is condemned, people can't live in it, but it can be used for storage. Ms. Willette reported over the entire winter trash has been on the trailer and left outside.

Guest William Latham asked why he had to pay for copies of the Water and Sewer Regulations and the Water and Sewer Ordinance as stated in a letter he received. The Water and Sewer Clerk interjected she is the one who had responded to his Freedom of Information request and the response also stated the regulations were on the Town's website and/or he could come into the Town Hall and review the documents. If he wanted copies, there would be a charge of .20 cents per copy. Mr. Latham continued to argue to the board that he did not have a computer and he paid water and sewer debt and use charges and he should be able to get these documents without paying for them. Councilperson Samuel Grimone responded that making copies of documents takes time and money and the town has to charge for them. Councilperson Grimone handed the Town Clerk money to make the copies for Mr. Latham. At that point, Mr. Latham stood up and walked out of the meeting.

MOTION TO ADJOURN

Councilperson Samuel Grimone made the Motion to adjourn the Regular Board Meeting. The motion was seconded by Deputy Supervisor Jennifer Fuller. All in favor. Motion carried. The Regular Board Meeting adjourned at 8:46 pm.

I, Barbara J. 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: July 10, 2018