

Town of St. Armand
Regular Board Meeting
Tuesday, December 11, 2018
6:30 PM

These Meeting Minutes were approved on January 8, 2019.

A Regular Board Meeting of the Town of St. Armand was held on the above date and time at the Town Hall, Bloomingdale, NY.

BOARD MEMBERS PRESENT:

Town Supervisor Dean Montroy, Deputy Supervisor Jennifer Fuller, Councilperson D. Joseph Bates, Councilperson Donald Amell, and Councilperson Samuel Grimone.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT:

Highway Superintendent Douglas Snickles, Water Superintendent Jeffrey Cotter, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

EXCUSED:

Code Enforcement Officer Derrick Martineau was excused from the meeting.

GUESTS: Nancy Bernstein of ANCA, and Sandy Hayes, Karl Law, Carol Willette, and Susan Willette, all from the community.

Notice was posted regarding the date and time of this meeting.

Supervisor Montroy called the Meeting to order at 6:30 p.m. and asked all to stand for the Pledge of Allegiance.

Supervisor Montroy turned the meeting over to Nancy Bernstein, ANCA Representative, to discuss the Clean Energy Community Grant. Nancy handed out the Town of St. Armand street lighting cost comparisons between Utility Conversion vs. Municipal Ownership. She explained we put in an extension for the grant and the deadline was January 27th or 28th, and no more extensions are possible. We have been focusing on street lighting and we need to put the proposal in very soon. Nancy reviewed the points of both options:

Utility Conversion: The town is asked by National Grid to pay the cost for the lights upfront prematurely. It would be a single upfront cost and the only payment to the utility. Most towns do 100% of lights. The bill reduction is only about 12%. Pay back in investment would be 30 – 36 months to pay back the initial investment. Limited choices of wattage and color temperatures (blue to yellow light.) The Public Service is pushing National Grid to change 20% of the lighting per year. If we sign up, it could be many years before we are totally converted. But since we are a small town with 78 lights, they might update all the lights at once. Staying with National Grid, the lights are old and have no value, so National Grid will charge us nothing. But we have to wait for them to do it, and they have up to five years to do the conversion.

Municipal Ownership: For purchasing the street lights, New York Power Authority is the State Agency authority and is working to do LED conversion throughout the state. In fact, they are mandated by the Governor to change to LED throughout the state. Dean received prices from a private contractor and the price was quite high. New York Power Authority gave a total cost to do the project: To purchase the assets, plus labor and the equipment is \$46,804.00. That is actually quite low, because the equipment is so depreciated. The upfront costs for the Town is still nothing, which allows us to pursue another grant to use the money. With National Grid the savings would be approximately \$1,014.00. With Municipal Ownership through NYPA, savings is almost \$6,000. Nancy asked if there were any questions?

Sam Grimone: The total cost for conversion is \$46,804.00, it sounded like you said we would still have the full \$50,000 to use for other purposes. Nancy explained we would have the balance of what was left from the conversion, the few thousand dollars could be used for another small energy savings project.

Nancy continued the next step with the Municipally Owned option would be the maintenance. There are a lot of communities that are participating in this. NYPA assists the towns in putting out for bid companies that are

willing to do maintenance. Mainline Utilities out of Ausable Forks is one company and they felt \$12.00 per light was fair. Saranac Lake is considering Municipal Ownership, and possibly Tupper Lake or Lake Placid would do a shared services maintenance, as well. The Town could enter into a contract with a certain company and keep them on retainer or put money away on the side in case of maintenance. Keep in mind the LED lights last 20 – 25 years, and if they have any issues or problems, they are usually within the first year.

Street Lighting – LED lights are beneficial due to energy savings 70 – 75% savings, have lower maintenance costs, they last 20 – 25 years, and they have much more uniform lighting. Police and Firefighters consider LED lighting much safer because it is more like a day light. LED street lights reduce light pollution and greenhouse gas pollution. The town's street light inventory is High Pressure Sodium wattage: (66) that are 70 watt, (2) 100 watt, (9) 150 watt and (1) 250 watt. There are two pathways for LED conversion. Utility conversion: The town stays with the utility company (National Grid) and pays for them to perform the LED upgrade and they maintain ownership and maintenance of the street lights. Municipal Ownership: The municipality (town) purchases the assets: the arms, brackets, and luminaire. Then the town would perform the upgrades to LED and maintain the street lights.

In summary, Nancy urged that the decision be made soon so we can move ahead with the Clean Energy Grant.

The Board and others thanked Nancy for her presentation and time.

2019 BUDGET QUESTIONS:

Supervisor Montroy asked Town Accountant Tina Moody to step in and address the questions presented by Sandy Hayes at the November 19, 2018 Public Hearing. Tina verbally quoted the questions and responded to each as follows:

Q #1: Can you explain why the summary of all funds are up 10/1% and expenses are down 51.2% and the proposed tax rate is down 18 cents per \$1,000 of assessed valuation?

Response (Tina): The Tax Payer Portion was not included on that page, it cannot be entered until the final amount is determined and then it is entered on the Tax Revenue Page.

Q #2: I question the salaries for Barbara, Tina, Donna and Jeff. It appears that even at \$15.00 per hour, they were working more hours than their salaries computed. Jeff said he was satisfied with his salary and Barb said she felt the Board was listening and working toward a fair salary.

Response (Tina): The salaries were discussed and addressed.

Q #3: Regarding the Youth programs – What do they plan to do with the bleachers and equipment for \$10,250?

Response (Dean): The amount was for a couple more sets of bleachers and fencing installed on the back of the current bleachers for prevention of potential injuries.

Q #4): Account A2402 – There will be no rental income (\$2400) for the nutrition site in 2019. Shouldn't that come out?

Response (Tina): That was taken out.

Q #5): The Highway Department – DA5130.2 – Year to Date says \$29,830, and the preliminary budget is \$239,596. That's a 192.2% increase. Why?

Response (Tina): That line item had additional funds for a new truck.

Q #6): Account SS8130.2 Sewer and SS 8130.4. Why the increase?

Response (Tina): Additional \$41,00 for replacing needed equipment and expected soft costs for treatment.

Sandy Hayes reported to the Board that he did meet with Tina and Dean and he also spoke with Michael Kilroy and the Town of Harrieststown appropriations were higher as well. Sandy stated he learned that where there are blank lines, the blank lines indicate the amount that has to be raised by taxes. He (Sandy) explained with the smaller line items he didn't realize the Town Hall, Highway Garage and Youth Field pay for Water and Sewer, and now it made sense to him. Sandy stated he learned it was Tina's job to develop the budget and he thanked her for helping him understand the entries.

HIGHWAY DEPARTMENT MONTHLY REPORT

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

- 1) Sick of winter already. The Highway Department has been plowing or sanding every day. We are on our 4th delivery of salt. 400 tons.
- 2) I have been working on the Town Hall offices (renovations) when not plowing.
- 3) Helped Stan Ingison at the Wastewater Treatment Plant.
- 4) We picked up snow from the sidewalks two times, getting ready for this weekend's thaw.
- 5) We had to change the conveyor chain and gears on the 2015 Tandem because they were worn out and the chain broke.
- 6) I called North Country Garage Door to adjust two of our doors and price out new weather stripping. The stuff that came with the doors keeps sticking to the doors and when you open them, the weather stripping breaks.
- 7) We have to clean a ditch on Maple Street for water run off. Hope to do that this week.
- 8) Need to get new tires for pickup. They were put in next years' budget.

Dean Montroy stated there is a great amount of run off between the Bates property on Maple Lane and Jones property on Main St. and that it needs to be addressed this Spring.

Q: Sam Grimone asked if Dean and Douglas had reached a decision on the NYS highway contract or have a recommendation yet? A: Dean replied that we had not received the new contract for 2019-2020 to date. Dean continued that unless the state is willing to pay more, even if we break even, it needs to be considered. There are still vouchers to total into the cost factor. Dean stated he would call Mark Bonfey tomorrow. Douglas also responded that the only benefit might be the extra salt goes to mixing with our sand pile for our streets and it wasn't worth it.

WATER DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Water Report for the December 11, 2018 Board Meeting

1. Annual New York State Department of Health Inspection - On 11/15/18, Marlene Martin conducted an annual inspection of our water system. We had no violations. She will send a formal report to Dean and the Board. She will recommend covering the small holes in the cover I built for the clear well.
2. Collected and Sent in Annual Nitrate Sample - On 11/25/18, I collected and sent in an annual Nitrate sample to Life Science Lab.
3. Water Leak at 4 Corners Apt. Building - On 11/26/18, I received a text early in the morning from Dougie Snickles reporting a water leak coming out of the Four Corners Apt. Building (#1693). I immediately responded and shut the water off to the building. The water appeared to be coming out of the basement window which was boarded up. Barb contacted the owner.
4. Water Level in Reservoir Dropping - On 11/27/18, the reservoir dropped to 20' (normal 35'). I assumed this was caused by the large leak at the apartment building. I increased the run time on well #5 from 14 hours per day to 20 hours per day and also turned on well #8 and set that well to run 24/7 as it only produces 20 GPM.
5. Obtained Final Reading for Barb - On 11/28/18, I obtained a final water reading for Barb at 47 Poplar Ave.
6. Well Field Generator Work - On Saturday 12/1/18, I worked on a problem with the well field generator battery charger circuit. I replaced the GFI outlet which kept tripping and found that the battery itself had a direct short. I called Dean asked for permission to purchase a new battery, which he granted. I purchased a new battery and test ran the generator. Test run was good.
7. Continued Problem with Reservoir Level - I monitored the reservoir levels since the leak at the apartment house and after 1 week, the reservoir was only gaining 1 foot per day max. with two wells pumping. We have a leak somewhere. We are pumping approximately 20,000 gallons of water a day more than normal winter pumping. I looked around vacant houses for leaks and looked into windows of vacant houses trying to find the leak. I notified Barb and she reached out to vacant home owners to have them look for leaks.
8. Monthly Coliform Sample - The monthly Coliform sample was sent to the lab and came back negative.
9. Hydrant Check - On 12/10/18, I checked out the 5 1/4" connection on the fire hydrant located just past the Ball Field on Roosevelt Lane. The fire dept. had some trouble connecting to the hydrant. I found no issues at all with

this hydrant. The 5 1/4" threads are clean and lubricated with NSF grease. Suspect possibly a bad connection on the truck end.

10. Ice Rink at Youth Center - I texted Josh Woodruff earlier in the month asking him to hold off flooding the ice rink until I can locate where we have a water leak or until I get reservoir levels back up to normal.

11. Opened Blow Off at Rock Ledge - On 12/10/18, I cracked open the water blow off at Rock Ledge to prevent the water main from freezing during the cold winter months.

Jeff reported to the Board that on this day he just got done responding to a call from Barbara Darrah earlier in the day that there was a water leak at 18 Union Street. The owner had called Barbara to say there was flooding in the basement. When Jeff arrived, water was spraying all over, the meter had exploded. National Grid pulled the meter off the house, and turned the power off. Jeff tried to shut the curb stop off, but it would not work. He stated we lost over 280,000 gallons of water and that our electric bill was going to be high trying to keep the wells filled. The water remains on, and the owner will need to put in an insulated line to the shut off. Bruce Irvine from National Grid told Jeff he needed to get the Code Enforcement Officer to take a look at it before the power is turned back on. Jeff asked the Board if we could mandate the homeowner to repair the shut off? Can we fix it so it doesn't affect the Town? He added the turn off was going to have to be replaced. He had already advised the owners of Norman's Store and 18 Oregon Plains Road to keep power to the buildings and wrap heat tape around the pipes because the shut-offs do not work at those locations.

Q: Sam Griomone: What is the homeowner's incentive to have this done? Dean responded this person at 18 Union Lane has no insurance and no money. He is ill and stays elsewhere to receive caregiving.

Sam continued to say the Town does have something at stake if the break occurs again. He said Dean needs to make a decision to either dig it up and put a new shut off on or risk the break occurring again and having to shut the entire street off. Douglas Snickles said he would do a Dig Safe request for 18 Union Street. Dean said in order to protect our water supply, go ahead and dig it and replace or repair the curb stop. Jeff stated he may have to shut Union Street off to do so, but he will get it planned and get it done.

CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

The Code Enforcement Officer was excused, but submitted the following written report to the Board:

STATUS REPORT FOR THE MONTH OF NOVEMBER (Includes actions up to end of 2018)

Applications Received: 2

Permit Application Conferences: 2

Notices of Incomplete Applications: 0

Building Permits Issued: 2

Building Permits Applications Pending Due to Payment: 0

Fees Collected: \$50.00

Fees Due: 0

Site Inspections: 6

Field Visits: 4

Notice(s) for Fire Safety / Property Maintenance Inspection(s): 2

Violation Notice(s) / Order to Remedy: 0 (Certified), 2 (Non-Certified)

Notice and Order(s): 0 (Certified)

Stop Work Order(s): 0

Appearance Tickets: 0

Certificate of Occupancy/Completion: 3

Temporary Certificate of Occupancy/Completion: 0

Record Search: 1

Month Highlights

Enforcement Actions:

Letters sent to owner with violations on Moose Pond Rd. with 15 days to start actions. None taken thus far. Next step will be taking owner to court.

Received complaint from Sandy Hayes about appliances on side of the road. Orders to comply also sent to homeowner.

Meeting with Supervisor Montroy and Attorneys at Gladd property Thursday, Dec 13th.

New Building Permits and Applications: None

Existing Building Permits: None

Dean Montroy addressed Susan Willette's concern regarding the problematic property on Moose Pond Lane. He informed her that the Code Enforcement Office was working on drafting a letter to the owner and had met someone there at the property and had completed a site visit. He explained to Susan that our current Code Enforcement Officer is certified and can enforce these matter. Susan reported the beaver dam was diminishing little by little. She had called Dean and DEC earlier in the month because the beaver dam had the entire river blocked.

WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stanley Ingison presented the following report:

Town of St. Armand Wastewater Department Summary for the December 11, 2019 Board 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) I did the weekly flexing of all the aeration diffusers.
- 7) I did manage to finish the needed items of the lagoon effluent wire box rehabilitation on a few warmer days as winter weather closed in earlier than the more recent norm. The only things left to do are some trimming, fastening and painting. Painting of the pressure treated wood shouldn't be done for a year or so anyway.
- 8) As the cold weather arrived, the blower room outside air vent got stuck running non-stop again, which was the other issue happening after it's installation. I will get the electrician (John Schwartz) back in to look at it again if I can't figure out what the issue is. This unit is not needed this time of year so we have plenty of time to fix this.
- 9) With winter weather arriving earlier than usual I did have to get the plow attached to the truck again and put it to use the majority of the last half of the fall along with shoveling and snow blowing.
- 10) Todd, from Essex County, did come back to help find why the flow meters are not working correctly. We did find a possible problem in the transducer control box with the pressure sensor units freezing. We did get it working and recalibrated but over Thanksgiving it started having trouble again; probably with the below zero-degree weather. I think we may have to replace the less expensive unit that was used with one that will not be as moisture/temperature sensitive but may try using a desiccant first. I will again talk to Todd about it first.
- 11) The lagoon effluent pH meter stopped working correctly so while Todd was here he helped me replace the cap and reset the electronics in the unit but it didn't correct the problem as we had hoped. I re-calibrated the probe air using elevation and it is now reading too high. I will have to see if I can get a ml of mercury to get it closer to accurate.
- 12) We did have a problem last month with the wastewater plant building key not being replaced by the transfer station operator. We have also had problems with the transfer station operators use of the building in the past and if it continues we will have to discuss alternatives to this policy.
- 13) The Union St. lift station stopped working and alarmed early last month. I found it to contain almost a cubic foot of grease again. I cleaned it out and once the floats were cleared it did start working again.
- 14) I had not been wasting sludge to the reed beds in the winter for fear of freeze ups but the DEC said they would rather not put the solids waste back into the lagoons if possible. After talking with AES they thought it would be okay if we opened the drain valves as soon as the wasting stopped. After the first time trying it this fall it turned out that the above ground valves did freeze even if they were opened right away as they didn't drain completely dry. When Todd was here, he was worried that the valves could be damaged from this and thought we shouldn't do it. I did manage to thaw the valves and get them dried out and usable using Dean's propane heater that he let us borrow again. The good news is that the solids depth measurements that we did showed that the solids level in the first chamber of the lagoons wasn't any more than in the other three chambers.
- 15) The DEC just sent us their latest SPDES permit modifications. I haven't had time to go through it more thoroughly yet but have talked to Tammy about one sampling point error and she said they would officially change it on paper as soon as possible but it is officially changed now. As you know they have also changed to requiring 7 days a week testing starting the first of the year so I am in the process of training all the weekend and holiday operators to do the testing and operating. The good news is that this shouldn't raise the cost any higher than the weekend coverage already did.
- 16) This past Saturday morning the climate system in the pre-treatment building had a malfunction and alarmed a low temperature in the operations room of -29.4 degrees. I found it to be some kind of malfunction in the JEC computer which is a sealed unit device so I set up with Joe from Core Climate to come and look for the problem. I met with Joe at 6:45 this morning and the JEC was working again. We tried to track down what had

caused the problem but couldn't pin down what it was. The good news is it is working again so we didn't have to replace anything, yet.

Q: Sam Grimone asked Stan where the grease (Union Street) was coming from? A: Stan replied there are only two homes that run into one pipe into the lift station. Stan spoke with both homeowners, asking them if they were dumping grease down their drains. They both denied having done so. He asked them to be aware of what is going down their drains. Stan continued the lift station was last cleaned out in early February 2018, and there was grease in it then.

Q: Sam Grimone asked if either of those houses have a home business? Stan replied that it was just household grease and didn't think it was an abnormal amount. Stan continued that he didn't know what else could be done. If the pump stops working, there is no way to replace it without cutting some things out of the entrance way. He said it's a good that it is one the list to be replaced.

Q: Sam Grimone asked if there is a brochure or guidelines to pass on to the homeowners what not to do; they might not have any idea not to put vegetable oil or cooking grease down the drain.

Q: Sam Grimone asked Stan if he considered putting in a request for a heater for the 2019 budget? Stan replied he didn't.

Q: Sam Grimone questioned the pre-treatment building lost key and asked if it was a big deal if people are not supposed to be in there. Perhaps a port-a-potty would be a solution. Stan responded it is a big deal when the weekend people covering the pre-treatment plant can't get in to do their work. A port-a-potty doesn't work in the winter, it will not break down. Dean responded to the transfer station key issue. The transfer station employee uses the bathroom in the pre-treatment building. Dean stated they would decide how to resolve this.

There were no further questions.

RESOLUTIONS #48 - #56

RESOLUTION # 48 OF 2018

2019 MONTHLY TOWN BOARD MEETING SCHEDULE

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

BE IT RESOLVED, that for the year of 2019, 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 8th
- Tuesday, February 12th
- Tuesday, March 12th
- Tuesday, April 9th
- Tuesday, May 14th
- Tuesday, June 11th
- Tuesday, July 9th
- Tuesday, August 13th
- Thursday, September 12th (Due to Tuesday's Primary)
- Tuesday, October 8th
- Thursday, November 7th (Due to Election Day and Budget Hearing)
- Tuesday, December 10th

Special Board Meetings or changes in Regular Board Meetings will be announced in the Adirondack Daily Enterprise.

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

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

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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

BE IT RESOLVED, that for the year of 2019, 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:

- Tuesday, January 1st – New Year’s Day
- Monday, January 21st – Dr. Martin Luther King, Jr. Day
- Monday, February 18th – Presidents’ Day
- Monday, May 27th – Memorial Day
- Thursday, July 4th – Independence Day
- Monday, September 2nd – Labor Day
- Monday, October 14th – Columbus Day
- Monday, November 11th – Veterans Day
- Thursday, November 28th & Friday, November 29th – Thanksgiving
- Tuesday, December 24th and Wednesday, December 25th – Christmas

This Resolution was duly seconded by Councilperson D. Joseph Bates, and was adopted by Roll Call vote as follows:

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

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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

BE IT RESOLVED, that for the year of 2019, the quarterly Water and Sewer Meter Readings will take place as follows:

- First Quarter – Meters to be read December 27th – January 3rd
Billed in January and Due in February
- Second Quarter – Meters to be read on March 26th – March 31st
Billed in April and Due in May
- Third Quarter – Meters to be read on June 26th – June 30th
Billed in July and Due in August
- Fourth Quarter –Meters to be read on Sept. 25th – September 30th
Billed in October and Due in November * By RE-LEVY Date

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

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

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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, 2019 to December 31, 2019, 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 Dean Montroy to execute the contract with Standard Medical Testing Services/Mountain Medical Services for the year 2019.

This Resolution was duly seconded by Councilperson D. Joseph Bates, and adopted by Roll Call vote as follows:

| | |
|-------------------------------|-----|
| Supervisor Dean Montroy | AYE |
| Deputy Supervisor Jennifer | AYE |
| Councilperson Donald Amell | AYE |
| Councilperson D. Joseph Bates | AYE |
| Councilperson Samuel Grimone | AYE |

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, by Resolution, the Town Board of the Town of St. Armand hereby duly authorizes Supervisor Dean Montroy to execute the Fire Protection Services Contract agreement with the Town of North Elba, North Elba Park District dated January 1, 2019 to December 31, 2019.

THEREFORE BE IT RESOLVED THAT, the total sum of \$6,252.06 for 2019 is to be paid to the North Elba Park Fire District no later than March 1, 2019.

This Resolution was duly seconded by Councilperson Samuel Grimone 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 | AYE |
| Councilperson Samuel Grimone | AYE |

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

Councilperson 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 Dean Montroy, Town of St. Armand Supervisor to execute the 2019 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 the 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 with the Fire Contract Agreement for 2019,

NOW THEREFORE, LET IT BE RESOLVED that the Town Board for the Town of St. Armand shall abide by the Fire Contract Agreement for January 1, 2019 through December 31, 2019, in the amount of \$25,037.10, payable by February 1, 2019.

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 | AYE |
| Councilperson Samuel Grimone | AYE |

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, a Resolution of the Town Board of the Town of St. Armand, authorizing Town Supervisor Dean Montroy to execute the Agreement with Saranac Lake Volunteer Rescue Squad, and

WHEREAS the Saranac Lake Volunteer Rescue Squad 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 \$30,144.00 for such services from January 1, 2019 to December 31, 2019, payable no later than April 1, 2019.

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 Deputy Supervisor Jennifer Fuller and adopted by Roll Call vote as follows:

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

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS A Resolution of the Town Board of the Town of St. Armand, authorizing Town Supervisor Dean Montroy to sign the contract with Tri-Lakes Humane Society for the year 2019, and

WHEREAS the Tri-Lakes Humane Society will be the duly authorized agent for domestic animal control in the Town of St. Armand, and

WHEREAS the Town of St. Armand agrees to pay the amount of \$3,090.00 for the year of 2019 for such services January 1, 2019 through December 31, 2019, payable on the first business day of January 2019.

NOW THEREFORE, LET IT BE RESOLVED that the Town Board for the Town of St. Armand agrees to the current adoption fees and other rules and regulations of Tri-Lakes Human Society with regard to domestic animal control.

This Resolution was duly seconded by Councilperson D. Joseph Bates 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 | AYE |
| Councilperson Samuel Grimone | AYE |

Dated: December 11, 2018

Barbara J. Darrah
St. Armand Town Clerk

This Resolution was offered by All Councilmembers, who moved its adoption:

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

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

WHEREAS, Samuel Grimone has proven that he is such an individual; and

WHEREAS, Samuel Grimone has ably served the Town of St. Armand as a Town Board Member from January 1, 2008 until December 31, 2015, and again from January 23, 2018 until December 31, 2018, and

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

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

This Resolution was duly seconded by All Councilmember's, and adopted as follows:

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

December 8, 2018

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

The payment abstracts for December 2018 were presented for the Board’s approval as follows:

- General Vouchers # 298 - # 318 in the amount of \$ 8,991.51
- Trust and Agency Fund Voucher # 9 in the amount of \$ 2.50
- Highway Vouchers # 186 - # 203 in the amount of \$ 14,167.66
- Highway Outside Vouchers # - # None.
- Water and Sewer Vouchers # 172 - # 185 in the amount of \$ 3,399.47
- B Fund Vouchers # 40 - # 41 in the amount of \$ 114.14

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

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

All approved. Motion carried.

Barbara J. Darrah,
St. Armand Town Clerk

Date: December 11, 2018

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Montroy presented the Supervisor’s Monthly Report for November 2018 to the Board, reporting that Town Accountant Tina Moody emailed the entire body of the report to the individual Board members. Deputy Councilperson Donald Amell made the Motion to accept the Supervisor’s Monthly Report. The Motion was seconded by Deputy Supervisor Jennifer Fuller. All in favor. Motion carried.

REVIEW AND APPROVAL OF PREVIOUS MONTH’S MINUTES

Councilperson D. Joseph Bates made the Motion to approve the 2018 Budget Work Session Meeting Minutes for October 3, 10, 17, 24, and Public Hearing Minutes of October 17, November 8, and November 19, 2018, Regular Board Meeting Minutes of November 8, 2018, and Special Board Meeting Minutes of November 19, 2018. The Motion was seconded by Deputy Supervisor Jennifer Fuller. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

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

| | | |
|-------------------------------|--|----------|
| Spayed/Neutered Dog Licenses: | 7 spayed/neutered Dog Licenses for a total of: | \$ 49.00 |
| | 2 unneutered Dog Licenses for a total of: | \$ 28.00 |

Total Revenue Earned: \$ 77.00

Paid to Supervisor: \$ 64.00 Paid to NYS Agriculture & Markets: \$ 13.00

WATER AND SEWER BILLING MONTHLY REPORT:

Water & Sewer Clerk Barbara Darrah reported all unpaid balances for Water & Sewer Receivables were forwarded to Essex County Office of Real Property on November 14, 2018 for 2019 Re-levy. The Water and

Sewer Rate Change letter was composed on December 1, and mailed to all customers and owners on December 3, 2018. The letter included the upcoming vacant lot charges per Resolution #44 of 2018. The new rates will be effective in the first quarter billing which will be mid-January 2019.

QUESTIONS OR CONCERNS FROM GUESTS AND STAFF:

Dean Montroy opened the floor to the community. Carol Willette reported there was a light at the top of her driveway that was out. Dean stated he would call National Grid to report it. Carol Willette reported she received the letter on the Water and Sewer Rate changes and asked about the law that said vacant lots were to be charged a fee. Dean explained that it was the State Comptroller's decision on the Real Property Tax law that vacant lots were to be charged a fee determined by each Town Board. Carol asked for a copy of the law and for a copy of Resolution #44. The Town Clerk responded she would get her a copy of both and Carol said she would stop in to the Town Hall tomorrow to pick it up.

OLD BUSINESS

Sandy Hayes asked if there were three Public Hearings between October and November and asked what they were for? The Town Clerk responded the three Public Hearings were: October 17th was for the Water and Sewer Regulations review and vacant lot discussion, November 8th was for the Budget Hearing (Budget did not pass) and November 19th for 2nd Budget Hearing (Budget did pass). The Public Hearings were advertised in the Adirondack Daily Enterprise, Post Office, Fire Department Marquis, and Town Hall Outside Board.

NEW BUSINESS

Dean Montroy reported the Village Improvement Society requested \$200 for a donation from the Town. They had missed submitting their request during the budget process. The Board approved the \$200 donation.

Donald Amell asked if the rumor was correct in that the Code Enforcement Officer's office was being moved to the Town Hall. Dean verified that is true and explained the Town Hall office renovations. He stated by moving the CEO's office, the Town is saving a phone and internet charge from Verizon and Spectrum. Don continued that perhaps the little library that Diane Chase brought to the Board in November could be put in that building or against that building for ease in plowing. Town Clerk Barbara Darrah explained that she thought Diane wanted a cupboard-like library for children with doors opening on both sides, so she didn't think putting it against the building would be what Diane was describing.

Dean Montroy discussed the Clean Energy Grant and stated the Board needed to make a decision if the Town wanted to go with the Utility Conversion or Municipal Ownership regarding the street lights. Dean reviewed the highlights of Nancy Bernstein's presentation earlier in the meeting and asked for a Motion. Councilperson Donald Amell made the Motion to approve the Town's Clean Energy Grant decision for Municipal Ownership. Councilperson D. Joseph Bates seconded the Motion. All in Favor. Motion carried.

Dean spoke with the County Planning Board and they are working on a \$650,000 grant for the chlorination project at the Wastewater Treatment Plant.

Town Clerk Barbara Darrah explained the Records Management grant that is available and funded by the office of New York State Archives. The deadline to complete and submit the grant is January 28, 2019. Amounts are available up to \$50,000 and the Town of St. Armand will automatically receive 10 points because we have never applied for this grant before. Barbara has contacted a person who has done this type of work for many of our surrounding towns and he is available for this round of grants. Dean Montroy asked the Board for a Motion to go ahead with the archives grant process. Councilperson Samuel Grimone made a Motion to proceed with the LGRMIF grant process. Deputy Supervisor Jennifer Fuller seconded the Motion. All in Favor. Motion carried.

Barbara also reported she is registered for six training webinars hosted by the New York State Archives Office throughout January, February and March for Records Management oversight.

QUESTIONS:

Sandy Hayes asked for clarification regarding the Municipal Ownership of the street lights: Does the Town own the lights? Dean explained the Town would own the whole lamp, arm and brackets, not just the lightbulbs. Sandy suggested that with the extra money left over from the grant, perhaps lights could be put on the Ball Field. Those present liked that idea.

Dean asked if there were any other questions. There were none.

Samuel Grimone wished Karl Law, the newly elected Town Councilperson, Good Luck.

MOTION TO ADJOURN

Councilperson Samuel Grimone made the Motion to adjourn the Regular Board Meeting. The motion was seconded by Deputy Supervisor Jennifer Fuller seconded the Motion. All in favor. Motion carried. The Regular Board Meeting adjourned at 8:24 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: December 11, 2018