

Town of St. Armand  
Regular Board Meeting  
Tuesday, August 13, 2019  
6:30 PM

*These Meeting Minutes were approved by the Town Board on September 12, 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 Davina Winemiller, Deputy Supervisor D. Joseph Bates, Councilperson Donald Amell, Councilperson Jennifer Fuller, and Councilperson Karl Law.

*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:**

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

**EXCUSED:** Code Enforcement Officer Derrick Martineau was excused from this meeting.

**GUESTS:** Lyn Derway and Kim Bolton of NY Class, Diane Chase, Sandy Hayes, and Warren McCarthy, all from the community.

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

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

Supervisor Winemiller opened the floor to Lyn Derway of NY Class. Lyn thanked the Board for the invitation to speak and making time on the agenda for the NY Class presentation. Lyn stated NY Class is a program that has been in existence for 30 years. It is a cooperative investment pool strictly for NYS schools and municipalities. There are currently 555 members with total deposits of 2.5 billion dollars. The current daily rate which is compounded daily is 2.12%. About three quarters of their portfolio is invested in treasury bills which are backed by the Full Faith and Credit of the U.S. Government. The remaining 25% is in bank certificates of deposits and repurchase agreements overnight with the banks and they are collateralized in accordance with general municipal law. Everything they do is in accordance with general municipal law so they can only do collectively what each government entity could do on its own. The fund is rated triple AM by Standard & Poors which is the highest rating available for government investment pools and they look at the fund each and every week. It is completely liquid which means the money can be put in today and taken out tomorrow. Think of it as a savings account or similar to a money market account only they have no restrictions on the number of withdrawals you can make like a money market account would have. Anything that is done prior to noon is credited that day and anything after noon is credited the following day. It is linked to our home bank accounts so money is moved utilizing either wires or ach's on a secure online portal. Wires are done the same day and ach's are done the following day. Lyn explained she is a retired school business official and she has used the program 20 years before she retired. She is the chairperson on their board so when she had the opportunity to do this when she retired she jumped at the chance because she knew the program so well. One of the beauties of the program is because it is so liquid you don't have to do any cash flow projections. You can also have sub accounts, so each sub account will keep its own interest; you don't have to prorate the interest at the end of the month. It's very easy and convenient to use. There are a number of participants in this area and she believes Davina Winemiller had spoken with them:

Davina Winemiller: Mike Kilroy of Harriestown is the one who recommended this to us. Robi Politi of Lake Placid, and I believe the Town of Wilmington, as well and Essex County for sure uses it. We have a lot of local towns and entities that use the NY Class to gain interest. I think about our wastewater infrastructure and how even a little bit could really help us in keeping rates low for the users.

Lyn Derway: Off the top of my head, I can also think of the Town of Saranac and the Village of Saranac and I think their fire district as well. On our website, NY Class.org, we have an online calculator where you can put in a specific sum of money for specific dates and see what you would have earned with NY Class and compare it with your bank earnings. And, people find that say over the course of a year, the difference really adds up.

Winemiller: I know Donna Bramer is our accountant. Donna do you want to tell the Board the story you told me about the elevator?

Donna Bramer: When I first went to work for the Town of Harrietstown back in 1999, one of my duties was to do the books for the open HUD grant. People were paying it off, but no one was really coming in to use the money. I didn't want it just sitting there and I asked the bookkeeper to keep moving the money into NY Class. We ended up with \$120,000 in the account and the Supervisor was able to get permission from the State to put an outside elevator on the Town Hall with the money that had been invested and earned with all that interest, so there was no expense to the tax payers. I was really happy about that.

Lyn Derway: I have had school districts tell me that they were able to fund an additional person with the additional interest. Sometimes towns can fund an additional pick-up truck for their highway department. It really does make a difference. Can I answer any questions?

Winemiller: Any questions? (There were no questions). Lyn, thank you so much for taking the time to come up here and visit with us.

Supervisor Winemiller then directed the meeting to Highway Superintendent Douglas Snickles.

## HIGHWAY DEPARTMENT MONTHLY REPORT

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

### Town of St. Armand Highway Report for the August 13, 2019 Meeting

- 1) We started ditching and putting new larger culvers on Vine Street.
- 2) Next we will be ditching Main Street and Maple Street.
- 3) Assisted the young crew mow at the Sewer Plants.

Donald Amell: Doug, are two (kids) enough? In hindsight, is two enough to keep busy?

Snickles: It is, because depending on what they are doing, two is enough. They can get in the same vehicle. They are working out good.

- 4) We are cleaning up the back yard behind the Highway Garage. We brought old tires to the dump.
- 5) We have been working on putting railings on the bleachers at the Youth Field.
- 6) We assisted the young crew complete work at the Town Hall.

Winemiller: Whitney Battastoni painted the bathroom. And, Robert and Ben installed the floor molding.

- 7) We have completed all the brush-hogging.
- 8) We have completed stock piling the sand.
- 9) The roads will be ready for paving this week. Paving will take place on part of Roosevelt Lane, West Main St., and part of Vista Drive.
- 10) The new broom is ordered.
- 11) I would like to go ahead and order the new truck.

Snickles: Still nothing on the State Contract?

Winemiller: I did find out that Mark Bonfey is on vacation. At this point, I can tell you I have spoken to several members of the Board of Supervisors, four to five, and they are all letting those DOT contracts go. They are just like us, they are losing their shirts, you can't plan anything, you can't get an answer from them. And Doug, I think you are leaning that way?

Snickles: Definitely. Unless they are come across with \$300,000 or something.

I would like to get going on a new truck.

Winemiller: You did, last year, budget \$112,000, so it's already budgeted, it's already in the budget for this year. I believe he is 100% correct in ordering that truck if the Board approves it.

Snickles: I'm sure you are seeing quite a few bills just to keep this one truck going. The longer we wait it's throwing off another vehicle.

Don Amell: It looks like we rebuilt one, at least.

Snickles: That's not the oldest one. Even to order a truck today, you are not going to have it by winter. All three trucks are going to have to be ready to go whether we do the state contract or not.

Winemiller: And who are you thinking of getting this from?

Snickles: Charlebois.

Winemiller: Dragoon's is the one we had the problems with, the International?

Snickles: No, Clarks. We would try to go with something different. I'm looking at a Western Star. Charlebois there is like an \$8,000 difference. So, if we sit down again and pinpoint what we want.

Winemiller: Doug, why don't you come in tomorrow morning and we will try to set up a time to meet with him and verify it is exactly what you want and what you need. Is that alright with the Board?

The Board approved for Doug to go ahead with ordering the truck.

Winemiller: Doug, I just want to say that Doug and the crew have been absolutely incredible this year. The amount of things we accomplished as far as upkeep and maintenance, it's impressive. The NYMIR insurance representative, Henry Van den Heever, came and inspected everything all over. There were a few things he made mention of; one of them was a mat under the slide. I showed it to Doug, and he built a platform for it, painted it and put skid resistant strips on it within two days. There was mention of the bleachers, the next day the bleachers are on the truck at the garage being worked on. I just want to say Thank you from everyone in this town. Thank you. Are there any more questions for Doug? There were no other questions.

Donald Amell: Are we still having the Highway meeting tomorrow night?

Winemiller: Monday. I rescheduled for next week.

Amell: It changed to Monday.

## WATER DEPARTMENT MONTHLY REPORT

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

### Water Report for Town of St. Armand Board Meeting on 8/13/19

1. Shut off Water at 29 Main St. - On 7/12/19, I shut off the water at 29 Main St. to allow for a plumber to repair the water meter. He said the meter was installed backwards. He installed the meter properly and I turned the water back on.
2. Verified Meter Readings for Barb - On 7/15/19, I verified several meter readings for Barb following quarterly readings.
3. Checked 29 Main St. Meter - On 7/13/19, I returned to 29 Main St. to check the meter readings and it was now functioning properly. It had registered 100 gallons.
4. Wet Tap at 20 Polar Lane - On 7/18/19, I performed a wet tap at 20 Polar Lane. I also installed 24' of 3/4" K cooper for the service line and a curb stop and curb stop way box. The owner will need to be billed extra for these items. That will be additional cost to the wet tap.
5. Responded to a Water Emergency- On Saturday 7/20/19, I responded to a water emergency at 77 Prospect St. The owner called me saying there was water boiling out of the ground in her yard. I responded and found that the service line feeding the house had broken. I shut the water off to secure the leak. She said she would have it repaired.
6. Located Curb Stop on Vine St. - On 7/22/19, I located the curb stop at Tom Benware's house on Vine St. The curb stop was in the road and covered with asphalt. I cut a small opening around the curb stop to expose it. The top had been broken off and it was bent and full of dirt. I will need to continue to work on the problem so that road can be patched.

Cotter: It is not repaired yet. I straightened it out with a piece of pipe and I put some fill back in there. We are going to have to try and cut it with a reciprocating saw or something to see if it is full of dirt, which I assume it is. I don't know how far to go with that. I can attempt to get the dirt out of it. It is in the road, that's a problem.

Winemiller: Do you think you should move it? I know we talked about it.

Cotter: That's a bad area. It's wet and deep. I am hoping I can get it fixed by cutting it down, cutting sections off and flushing it with water, and then maybe run an extension if it works. It's just a terrible location. If I can get it fixed, we can get it flush with the road and just under the asphalt, it shouldn't be a problem. I will see what I find as I work on it, and I will keep you posted. Apparently, he may leave for the winter, so it is something I will have to address soon. Typically, we don't get involved with that, but we have to because it's in the road.

7. Pump House Generator - The pump house generator needs a new battery. The battery is getting weak.
8. Disinfection Byproduct Testing - I will be conducting annual disinfection byproduct testing this month. August is considered "the hottest" month and every August this testing is due. I will be drawing samples from the Town Hall and the last fire hydrant on the River Road.
9. Stand Pipe Tank Inspection - Atlantic Underwater Testing will be scheduling a 5-year tank inspection of the Stand Pipe later this month or in September depending on their schedule.
10. Free Energy Audit - NY Rural Water will be conducting a free energy audit at the pump house and well field and also the sewer plant on Wednesday 7/14/19 at 3:30 pm.

Winemiller: Erica worked today on gathering the years' worth of energy bills and they (NY Rural Water) are going to do the audit with the Wastewater and the Water and they will pinpoint areas where maybe we can switch to solar or reduce run time, whatever things they can offer the town ideas to reduce our energy costs and it's free.

Cotter: I am going to jump over 11 and come back to it after 12 and 13.

12. 97 Main St. New Meter Required - On 8/12/19, I spoke with Vicky Celeste of 97 Maple Lane about what kind of meter to purchase to replace her meter that is not working. She is going to purchase a new meter and let us know when it is hooked up, and I can turn the water back on.

13. Monthly Coliform sample was taken from the Highway Garage. The sample came back from the lab as negative.

11. Ice Rink -

Cotter: We have been talking about this. Possibly doing a well and other options to that for flooding the ice rink at the Youth Center. I met with Davina and Sandy Hayes at the Youth Center building to look at other options for flooding the ice rink this winter

We are thinking we could do it off the ¾" line that comes into the building before the PRV. It's high pressure there, a lot of volume will go through a ¾" line at 150 lbs. I have a couple of options to discuss; I don't know what's going to work the best.

Winemiller: So this is instead of drilling the well?

Cotter: Yes. (Jeff distributed photocopies of different options from USA Blue Book). Obviously, if we use one of these options we are not going to have the high volume going through a 2 1/2" line through a six inch main going through a hydrant so we are not going to get the shaking and high velocity of water coming out. If you look at page 545 on the bottom right, that hydrant is fed through a 2" pipe going through a ¾" inch line so we would have to put adapters on to be able to attach it to a 2". This is the type of hydrant I have down at the well field for emergency sources that comes from the well. It is a heavy duty hydrant. It might not be the best option, but they are good hydrants. They are \$963.00 and we'd need some adapters. The depth wasn't enough (3'), so we would need some adapters at \$35.00 to get it so it's deeper so it doesn't freeze and it drains properly.

If you turn the page, top right, another option that is fed with a ¾" line. You would have to use a regular garden hose to flood the rink but there again, you are going with 150 lbs. of pressure. It will be coming out at a good velocity. He may have trouble with the lines freezing if he doesn't quickly get them out of there; he would have to drag them into the basement. It can be done.

Winemiller: This is the one you would prefer, Jeff? Is that right?

Jeff: I just know that the ¾" line would be easy to hook up because we already have ¾". You can tie into the bottom of this one, it is frost free; it will drain. This one does come with additional depth attachments so we can get the proper depth. There is also a 3' standard.

Winemiller: So the one on the top right? This is the one that has no lead?

Cotter: No lead. It is a standard garden hose. There is a little hand wheel on top, that is how you open it or close it. I guess it would be either the first one or the second one.

Winemiller: Well, the first one; you think there might be an issue with getting that charged with a ¾" line?

Cotter: It will charge, I just don't know if he uses a 2 ½" fire hose..... how is it going to come out of there?

Winemiller: Is that still dangerous?

Cotter: No, because you are still feeding it with a ¾" line.

Joe Bates: I don't think so.

Cotter: Yeah, I think it may just may peter out. The best may be the other one.

Winemiller: Okay. So the one on page 546, the Cupfriel Total Eclipse #1 Yard Hydrant is your choice?

Cotter: It will be much easier to hook up. It's going to take him longer but still if you can envision 150 lbs. coming out of ¾" line is that's plenty for watering. It really is. You don't need to open a 2 ½" line and do it in 10 minutes and shake the whole town.

Joe Bates: Do you think it might work better if you do the 1" inlet and a ¾" outlet?

Cotter: We would have to do a wet tap. There is a ¾" line there, that is the only reason why I chose that. There is a shut off valve in the basement on a ¾" line and maybe an inch coming in through the wall; it's tough to see. We would have to remove the insulation. If that was the case that would be nice; 1" would be more than enough. We can look into it more to see what's coming in. Of course, we could always get the 1" and then if it doesn't work this year, we could always do a wet tap and do a 1" tap into the line to give him more water.

Joe Bates: Next year.

Cotter: Because we would already have the hydrant set up for 1", we wouldn't have to buy another one.

Winemiller: And, it might very well be 1". There is styrofoam where it comes in and Jeff didn't want to tear it up because he would have to dig outside anyway so he could figure that out when he was digging it.

Cotter: I can use the town excavator to dig. We could put a curb stop in to shut it off so if something happens between the building and outside so that we could open and close that as needed. You've got the price to go with the 1" 606 fitting, curb stops, I think you could do it all for \$1,000.

Winemiller: So this would be instead of drilling the well with an approximate cost of \$15,000, do this option for \$1,500 tops, right Jeff?

Cotter: Yes. It's going to have to be installed underneath so it can drain....

Winemiller: Right. I'm just thinking all the instruments and the hose and everything, if we are talking about \$1,500, and it mitigates the risk of someone getting hurt by using a high-pressured fire hydrant at 11:00 at night, and it mitigates the risk of breaking a water line because of the high pressure I think that this was a good option. Jeff and I had talked also about a reducer on the hydrant that is there but that really doesn't do anything, you still have that pressure in the hydrant.

Cotter: This should be fairly simple. It's a project, but still I really think it will work.

Winemiller: I think it's a much safer alternative and then we are not drilling a well hoping to hit water. And, by the way, after the last meeting someone had inquired into the cost of the electricity to run the water. Jeff provided me with the gallon usage and I took Josh's time sheets and compared it with the electricity that was used, and it only cost \$825.00 for the electricity to move the water to the ice rink for the season.

Cotter: And then I think we should look at the flooding for any special events. They should be told in advance to plan on making it a three-day event, rather than doing it all in one day with four hockey rinks. Because that put a really big damper on the water wells; they couldn't keep up.

Joe Bates: We'll plan on getting the tamper proof key with this?

Cotter: Yes.

Winemiller: So if the Board approves this, then we could reach out to the Saranac Lake Winter Carnival and try to come up with a plan for the pond hockey, so that we can still provide it and still have the event, but have two smaller rinks over a few day period.....I think it's a good plan.

Cotter: This hydrant is from USA Blue Book. We have an account with them already.

Winemiller: This is a Resolution that we will do a little later and we do have the \$10,250 from the Youth Center donation that can be utilized to pay for this. Are there any more questions for Jeff?

There were no other questions.

## CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

Code Enforcement Officer Derrick Martineau submitted the following written report to the Board:

### Town of St. Armand Code Enforcement Report for the August 13, 2019 Meeting

1. Permits issued (7) this month.
2. 2 applications - incomplete working with applicants to get them finished. Allowed work to start.
3. Answered 8 calls most were code questions and permit application questions.
4. Started condemnation paperwork on Monroe Gladd residence. Do to condition and him not meeting conditions agreed upon by attorneys. I personally am not comfortable leaving anyone living there over the winter in fear it will collapse.

Winemiller: One thing that Derrick and I have talked about several times are the issues on Moose Pond, which he is addressing. Also, Monroe Gladd's issue; he is in noncompliance of the agreement with the attorneys and the judge. Derrick went down again and looked at it and I went down and looked at it and we both agreed for his (Gladd's) own safety and the safety of anyone else that is living in that home that Derrick is going to work on condemning that home because that roof looks like the first good winter storm we have, it is going to come right down. For his own safety and security, we feel that is the correct thing to do.

Donald Amell: Where do we stand on the Sue Willette situation on Moose Pond? I got a phone call; she left a message while I was on vacation, with the effect that they were more aggressively bothered by the neighbors.

Winemiller: Derrick is in the process of working on the paperwork to submit to a judge. So, he is working on an enforcement action.

Amell: Has she contacted you?

Winemiller: Yes, I did talk to her several times. She came to the Town Hall, I talked to her on the phone, Derrick talked to her on the phone.....

Amell: So, she understands where it is in the process? That's the main thing I was concerned about.

Winemiller: Yes.

## WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent presented the following report to the Board.

Summary of last month's activities for the August 13, 2019 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) We did get both flow meters reconfigured, calibrated and back into operation last month.
- 8) We also got the new Honeywell Fire-Lite fire alarm system installed at the treatment plant so all systems are back up and running again.
- 9) Last month we finally got the generators programmed properly to run weekly 3 times unloaded and 1 time loaded a month (after 2 ½ years of attempting it semi-annually).
- 10) Installed the new lateral / main connection for 20 Poplar Ln house which is at the corner of Barnard and Whiteface streets. The main there is 30-inch clay tile with bell joints and tree roots are growing through the connection mortar, even in the middle of the road.
- 11) I continue to work on the St. Armand Wastewater Department Comprehensive Improvement and Repair Program.

Winemiller: Stan and I did meet with Max from AES last week. AES is starting the camera work on Monday. They are doing some smoke testing on August 15th and 16th. The public was notified of the smoke testing via the Bloomindale Fire Department sign and the Town's Facebook page.

Diane Chase: I have a question about the smoke.

Winemiller: Yes, Diane.

Chase: Am I supposed to let people know about the smoke? Or is it just supposed to be something that just happens and it's just.....

Winemiller: AES is doing what is called smoke testing in our sewer collection system. They put the smoke down and then if they see bits and pieces of smoke coming up they know that there is cracks or things that need to be addressed. So, on August 15<sup>th</sup> and 16<sup>th</sup>, you may smell smoke coming from your drain.

Chase: So, I shouldn't see it?

Winemiller: You might. It's normal. Do not panic. It's just a test.

Stan Ingison: It is possible if you've got leaks in your system or in your household that you vaguely could get some in your house. If you do, it just means that you do have some cracks that you might need to get looked at.

Sandy Hayes: Does the Board know the status if Barnard street is considered a town road?

Winemiller: A few weeks ago, there was a neighbor dispute, so I had to pull a deed that was on Poplar. It wasn't Barnard, but it was another one. And the Town actually owns the road. It was a 50' road. I have to assume that Barnard Street is the same as the other one because they were all done at the same time. We can look at the deeds if you want to come up and see me.

Hayes: I've sold several lots in that subdivision. There are 104 lots. All the deeds go to the edge of the proposed road, but I have never seen where those roads were dedicated to the town.

Winemiller: I have them.

Hayes: They were all dedicated?

Winemiller: Yes, sir.

Supervisor Winemiller asked those present if there were any questions for Stan. There were none.

Winemiller continued the meeting with an update on Brookside Cemetery. Winemiller met with Richard and Carolyn Trudeau at Brookside Cemetery and they agreed to donate the property the town was seeking to expand the cemetery, with certain conditions. The Town will be responsible for paying for the survey and the deed, abstract, etc. The Trudeau's want to keep a row of trees on the upper road as a border to protect the privacy of Patrick Duprey. The Town will build its own road through the center of the property. A handout of the proposed lots and road was distributed to the Board for their review. Winemiller felt all the conditions were reasonable. Winemiller contacted two surveyors to give the Town a quote for the survey. Winemiller asked if there were any questions.

Warrene McCarthy: How much property are they going to donate to the town?

Winemiller: What we are proposing right now is 1.31 acres. If we cultivate the land right, this will be enough for 200 years.

RESOLUTIONS #'S 60 - # 64 and #'S 66 - # 74

RESOLUTION # 60 OF 2019

TOWN OF ST. ARMAND TOWN BOARD  
APPROVAL ADOPTION OF FUNDING FOR  
DRILLED WELL AT TOWN'S YOUTH FIELD

Resolution # 60, originally tabled from the July 9<sup>th</sup>, 2019 Board Meeting was expunged at this meeting. A Roll Call Vote to expunge was as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

All in favor. Motion carried.

Dated: August 13, 2019

Winemiller addressed Resolutions # 61 - # 64, explaining to the Board what the Reserve Funds were for and how much money was going to be put in the different Reserve Funds.

RESOLUTION # 61 of 2019

RESOLUTION ESTABLISHING THE  
"INCREASE AND IMPROVEMENT OF  
FACILITIES RESERVE FUND OF THE  
SEWER DISTRICT # 1 OF THE TOWN OF  
ST. ARMAND UNDER SECTION 6-C OF THE  
GENERAL MUNICIPAL LAW"

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

The Town of St. Armand, duly convened in a regular session, does hereby resolve as follows:

SECTION 1. RESOLVED that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Increase and Improvement of Facilities Reserve Fund of Sewer District No. 1." The purpose of this Reserve Fund is to accumulate monies to finance the costs of capital improvements to the sewer district facilities and infrastructure including but not limited to, construction, reconstruction, acquisition of property, ancillary equipment, water tanks, pumps and other capital improvements.

SECTION 2. Such fund is to be known as the "Increase and Improvement of Facilities Reserve Fund of Sewer District No. 1 of the Town of St. Armand.

SECTION 3. The Town Supervisor is hereby directed to deposit and secure the monies of this Reserve Fund in the manner provided by Section 10 fo the General Municipal Law. The Supervisor may invest the monies in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, consistent with the investment policy of the Town of St. Armand. Any interest earned or capital gains realized on the monies so deposited or invested shall accrue to and become part of the Reserve Fund. The Supervisor shall account for the Reserve Fund in a manner which maintains the separate identity of the cash and investments of the Reserve Fund.

SECTION 4. Out of the surplus monies of said district now on hand for the year 2019 and not otherwise appropriated, the sum of \$39,429.00 being the same is hereby appropriated for this Reserve Fund and the Supervisor is hereby authorized, empowered and directed to transfer from surplus monies of said district the sum of \$ 39,429.00 to the fund.

SECTION 5. Such additional sums as may hereafter be appropriated shall become part of the fund.

SECTION 6. The monies in the fund shall be deposited in a separate bank account.

SECTION 7. Except as otherwise provided by Section 6-c of the General Municipal Law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditures shall be made from the Reserve Fund without the approval of this governing board and without such additional actions or proceedings as may be required by Section 6-c of the General Municipal including permissive referendum, if required by law.

This Resolution was duly seconded by Councilperson Karl Law, and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

Resolution # 62 would be money put aside annually for upcoming repairs. Winemiller asked the Board to look at the Supervisor’s Report for July so they could see the amount of monies in the accounts.

Winemiller: Please go to the back page of the Supervisor’s Report, the savings account balances that we have are listed. For example: The Sewer Fund for Community Bank, currently we have \$34,465.00 dedicated specifically for Wastewater repairs. I feel we should take some of that money (\$10,000) and put it in this Capital Reserve Fund so it is dedicated and earmarked for future emergency repairs. I was going to wait and bring this up later in the meeting, but it kind of rolls into this. If you would please look at the handout “The Academy for NYS Local Officials” on the side of your packets. One of the things that Mike (Kilroy), Donna and I have been talking about is St. Armand currently has excess fund balance. What that means is, according to the NYS Comptroller’s, on the second page, each account maintains a budget reserve of at least two months of annual total expenditures as insurance against unanticipated expenditures or revenue shortfalls. So, for each fund we should have annually, divide by twelve, that amount times 2, is what we should have as a carryover fund balance and not more than not. Currently we have more in all of our funds. That just stems from the fact that when we do our budget annually, we expect to spend so much. If we don’t make repairs or improvements or spend the money, it has just been carrying over. And that has been happening for years. In lieu of this, the Town has excess funds. I do apologize I don’t have exact amounts for tonight. I will get it for you for next month. We need to make a plan. There are a lot of areas in our Town that need improvement, IE; the Town Hall, the front steps, the Youth Building. We have these funds to do these repairs. It just hasn’t happened. The point is, we have to spend the excess funds or we are in non-compliance of the Comptroller. What I have read it looks to be between 8 – 9% is what they want to see. So back to Resolutions # 62. I am suggesting \$10,000 for that Reserve Fund.

Donald Amell: I am good with \$10,000.

Winemiller: Is everyone else good with \$10,000?

The entire Board agreed to \$10,000.

RESOLUTION # 62 of 2019

RESOLUTION ESTABLISHING THE  
“REPAIR OF FACILITIES RESERVE FUND  
OF SEWER DISTRICT NO. 1 OF THE TOWN  
OF ST. ARMAND” UNDER SECTION 6-D OF  
THE GENERAL MUNICIPAL LAW

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

The Town of St. Armand duly convened in a regular session, does hereby resolve as follows:

SECTION 1. That there be and hereby is established a capital reserve fund in the amount of \$ 10,1000 dollars



for the cost of future repairs to the facilities of Sewer District No.1 in the Town of St. Armand to include by not be limited to repairs to water mains and laterals, wells, generators and pump systems and any and all other repairs to the facilities, improvements and equipment of the District.

SECTION 2. Such fund is to be known as the “Repair of Facilities Reserve Fund of Sewer District No. 1 of the Town of St. Armand”.

SECTION 3. The Town Supervisor is hereby directed to deposit and secure the monies of the Reserve Fund in the manner provided by Section 10 of the General Municipal Law. This governing board may invest the monies in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with investment policy of the Town of St. Armand. Any interest earned or capital gains realized on the monies so deposited or invested shall accrue to and become part of the Reserve Fund. The Town Supervisor shall account in a manner, which maintains the specific identity of cash and investments of the Reserve Fund.

SECTION 4. Out of the surplus monies of said District now on hand for the year 2019 and not otherwise appropriated, the sum of \$ 10,000.00 dollars be and the same hereby is appropriated for the “Repair of Facilities Reserve Fund of Sewer District No. 1 of the Town of St. Armand” and the Supervisor of the Town is hereby authorized, empowered and directed to transfer from surplus funds of said District the sum of \$ 10,000.00 to the fund.

SECTION 5. Such additional sums as may hereafter be appropriated shall become part of the fund.

SECTION 6. The monies in the fund shall be deposited in a separate bank account.

SECTION 7. Except as otherwise provided by Section 6-D of the General Municipal Law expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from the Reserve Fund without the approval of this governing board and without such additional actions or proceedings as may be required by Section 6-D of the General Municipal Law including a permissive referendum, if required by law.

SECTION 8. This resolution shall take effect immediately.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates, and adopted by Roll Call Vote at follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

\_\_\_\_\_  
Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 63 OF 2019

RESOLUTION ESTABLISHING THE “INCREASE AND IMPROVEMENT OF FACILITIES RESERVE FUND OF WATER DISTRICT NO. 1 OF THE TOWN OF ST. ARMAND UNDER SECTION 6-C OF THE GENERAL MUNICIPAL LAW”

Councilperson Karl Law, who moved its adoption, offered the following Resolution:

The Town of St. Armand, duly convened in a regular session, does hereby resolve as follows:

SECTION 1. RESOLVED that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “Increase and Improvement of Facilities Reserve Fund of Water District No. 1.” The purpose of this Reserve Fund is to accumulate monies to finance the costs of capital improvements to the water district facilities and infrastructure including but not limited to, construction,

reconstruction, acquisition of property, ancillary equipment, water tanks, pumps and other capital improvements.

SECTION 2. Such fund is to be known as the “Increase and Improvement of Facilities Reserve Fund of Water District No. 1 of the Town of St. Armand.

SECTION 3. The Town Supervisor is hereby directed to deposit and secure the monies of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Supervisor may invest the monies in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, consistent with the investment policy of the Town of St. Armand. Any interest earned or capital gains realized on the monies so deposited or invested shall accrue to and become part of the Reserve Fund. The Supervisor shall account for the Reserve Fund in a manner which maintains the separate identity of the cash and investments of the Reserve Fund.

SECTION 4. Out of the surplus monies of said district now on hand for the year 2019 and not otherwise appropriated, the sum of \$ 500.00 being the same is hereby appropriated for this Reserve Fund and the Supervisor is hereby authorized, empowered and directed to transfer from surplus monies of said district the sum of \$ 500.00 to the fund.

SECTION 5. Such additional sums as may hereafter be appropriated shall become part of the fund.

SECTION 6. The monies in the fund shall be deposited in a separate bank account.

SECTION 7. Except as otherwise provided by Section 6-c of the General Municipal Law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditures shall be made from the Reserve Fund without the approval of this governing board and without such additional actions or proceedings as may be required by Section 6-c of the General Municipal including permissive referendum, if required by law.

This Resolution was duly seconded by Councilperson Jennifer Fuller, and adopted upon a Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
Town of St. Armand Town Clerk

RESOLUTION # 64 OF 2019

RESOLUTION ESTABLISHING THE  
“REPAIR OF FACILITIES RESERVE  
FUND OF WATER DISTRICT NO. 1  
OF THE TOWN OF ST. ARMAND”  
UNDER SECTION 6-D OF THE GENERAL  
MUNICIPAL LAW

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

The Town of St. Armand duly convened in a regular session, does hereby resolve as follows:

SECTION 1. That there be and hereby is established a capital reserve fund in the amount of \$ 500.00 dollars for the cost of future repairs to the facilities of Water District No. 1 in the Town of St. Armand to include by not be limited to repairs to water mains and laterals, wells, generators and pump systems and any and all other repairs to the facilities, improvements and equipment of the District.

SECTION 2. Such fund is to be known as the “Repair of Facilities Reserve Fund of Water District No. 1 of the Town of St. Armand”.

SECTION 3. The Town Supervisor is hereby directed to deposit and secure the monies of the Reserve Fund in the manner provided by Section 10 of the General Municipal Law. This governing board may invest the monies in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with investment policy of the Town of St. Armand. Any interest earned or capital gains realized on the monies so deposited or invested shall accrue to and become part of the Reserve Fund. The Town Supervisor shall account in a manner, which maintains the specific identity of cash and investments of the Reserve Fund.

SECTION 4. Out of the surplus monies of said District now on hand for the year 2019 and not otherwise appropriated, the sum of \$ 500.00 dollars be and the same hereby is appropriated for the “Repair of Facilities Reserve Fund of Water District No. 1 of the Town of St. Armand” and the Supervisor of the Town is hereby authorized, empowered and directed to transfer from surplus funds of said District the sum of \$ 500.00 to the fund.

SECTION 5. Such additional sums as may hereafter be appropriated shall become part of the fund.

SECTION 6. The monies in the fund shall be deposited in a separate bank account.

SECTION 7. Except as otherwise provided by Section 6-D of the General Municipal Law expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from the Reserve Fund without the approval of this governing board and without such additional actions or proceedings as may be required by Section 6-D of the General Municipal Law including a permissive referendum, if required by law.

SECTION 8. This resolution shall take effect immediately.

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

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilpeson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 65 OF 2019

FLAT FEE REIMBURSEMENT TO ST. ARMAND’S CODE  
ENFORCEMENT OFFICER FOR USE OF PERSONAL  
BOAT FOR CEO DUTIES PERFORMED

Resolution # 65 was presented and passed at the July 9th, 2019 Board meeting.

RESOLUTION # 66 OF 2019

REAPPOINTMENT OF DONNA BRAMER  
AS TOWN OF ST. ARMAND ASSESSOR

Supervisor Davina Winemiller, who moved its adoption, offered the following Resolution:

WHEREAS the St. Armand Town Board approved the appointment of Donna Bramer as Assessor for the Town of St. Armand, and

WHEREAS this term of office shall run concurrently from the term already in effect, that being October 1, 2013 through September 30, 2019,

THEREFORE, this appointment shall be for the term of October 1, 2019 through September 30, 2025.

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

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 67 OF 2019

AUTHORIZATION FOR REPRESENTATIVE  
TO APPLY FOR AND SIGN GRANT  
DOCUMENTS FROM THE NYS JUSTICE  
COURT ASSISTANCE PROGRAM FOR  
GRANT FUNDS

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

WHEREAS, a Resolution of the Town Board of the Town of St. Armand is necessary to apply for and execute a Grant Agreement with the Justice Court Assistance Program (NYS), and

THEREFORE, LET IT BE RESOLVED that the Town Board authorizes Town Supervisor Davina Winemiller to apply for and execute grant agreements, and all other contracts, documents and instruments with the Justice Court Assistance Program (NYS) to bring about the project and to fulfill the Town of St. Armand's obligations under the grant agreement.

This Resolution was duly seconded by Councilperson Karl Law, and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 68 OF 2019

USE OF PESH CONFINED SPACE ENTRY  
REQUIREMENTS AND LOG BOOK

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

WHEREAS the Town of St. Armand has previously been approached by Public Employee Safety & Health regarding the Confined Space Entries that occur in the Town's operations, and

WHEREAS the Town of St. Armand wishes to provide the highest measures of Safety and Security to all of its employees, and

WHEREAS, the Town of St. Armand has worked with PESH to create a comprehensive Confined Space Entry Program and Log Book for all necessary Confined Space Entries for all departments,

THEREFORE, LET IT BE RESOLVED by this Resolution that the Town Board of the Town of St. Armand, all employees involved with Confined Space Entry must utilize, follow and record all Confined Space Entries in the St. Armand Confined Space Entry Log Book.

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

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 69 OF 2019                      AUTHORIZATION FOR REPRESENTATIVE TO  
SIGN DOCUMENTS AND BE GRANT  
ADMINISTRATOR FOR THE ENGINEERING  
PLANNING GRANT PROGRAM WITH THE  
ENVIRONMENTAL FACILITIES CORPORATION  
(EFC)

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

WHEREAS the Town of St. Armand has previously applied for an Engineering Planning Grant with the Environmental Facilities Corporation (EFC) for the purpose of funding the development of an engineering report to identify sources of Inflow and Infiltration, evaluate alternatives and recommend improvements to the Town of St. Armand’s wastewater collection system, and

WHEREAS EFC has awarded the Town of St. Armand \$100,000 in grant funds for said I & I Engineering report identified as EPG Project NO. 83918, and

THEREFORE, LET IT BE RESOLVED by this Resolution that the Town Board of the Town of St. Armand authorizes Town Supervisor Davina Winemiller to execute the Engineering Planning Grant Program with the Environmental Facilities Corporation (EFC).

BE IT FURTHER RESOLVED, the Town Board of the Town of St. Armand authorizes Town Supervisor Davina Winemiller to be the Grant Administrator and is authorized and responsible for all aspects of the successful completion of Project No. 83918.

This Resolution was duly seconded by Councilperson Karl Law, and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 70 OF 2019                      TOWN OF ST. ARMAND PARKING  
AGREEMENT WITH HEX & HOP, LLC

Supervisor Winemiller stated Resolution # 70 needed to be discussed. She reminded the Board that Hex and Hop owner, Nick Delaini, had approached the Board at the July Board meeting for approval for overflow parking from the Brewery be allowed to take place at the Well Pump House Station. Winemiller reported she talked to Rob Reyell of Ayres Insurance to address his concerns. She then submitted the draft written agreement to Daniel Tedford, an attorney with Essex County, who made some minor changes. The Board discussed some concerns amongst themselves.

Winemiller: Can I address your concerns? Jeff Cotter is going to put some posts to block off where we don't want people to park. We discussed that and that has been addressed. Winemiller stated she emailed the information to the Board late this afternoon.

D. Joseph Bates: I don't have a problem with it.

Winemiller: They did already provide us a copy of their insurance and Rob Reyell did approve it. It does name the Town of St. Armand as additional insured. That was Rob's biggest concern.

Amell: What I am worried about is the people that live behind the pump house and Jeff's access to the Pump House.

Winemiller: So, you are talking about blocking the driveway?

Amell: I don't see anything in here that limits where they park. What I see here is they can pull up in front of the Pump House.

Winemiller: Do you want some language in there about .....

Amell: Doesn't it make sense that we at least want to qualify where they are talking about? If they are only talking about in front of the garage in this section, okay. To the best of my knowledge there is nothing we are using regularly.

Winemiller: The one thing that Jeff didn't want them to park in front of the garage, is because the generator does a weekly test, and he didn't want anybody to park in front of where that exhaust comes out and say that it damaged their car, or something. So, Jeff was going to put some posts up and flag that area. But certainly Don, if there is language in there, we can put another clause in there about no parking in....

Amell: To my mind it would be a better agreement if we were more specific about where they are talking about. We need access to get into the garage for reasons we spoke of and to make sure these folks, there driveway is open.

Bates: The only way you are going to be able to do that is to block it off, because they are not going to be able to tell where people park.

Amell: I would prefer it if it were a little more specific.

Winemiller: I know exactly what you're saying. What might be helpful, Don, is to go down there and meet with them and have kind of a map of the area, discuss it, and include whatever description we come up with that makes sense to not block the folks that live up the driveway, etc. and somehow add that language as clause 24. Is that okay with you then to add clause 24 per our discussion? And then make those changes and then sign? Is that okay with you Don?

Amell: Hmm-hmmm.

Winemiller: So, can I have a motion for Resolution #70 with those changes?

Amell: Can we approve it once we finalize the document?

Winemiller: Okay, we could Don, but here's the problem; people are already parking there.

Bates: And, that is my point in blocking it off. They have no control over where these people park. They are inside running a business and these people are pulling in wherever.

Winemiller: Right. And that is why I wanted to get it signed sooner rather than later. If you want to wait, we can wait. I'm okay with that. I just wanted to have it before the....

Amell: I'm not crazy about the idea of condoning an open-ended agreement.

Winemiller: It's annual.

Amell: No. I mean the way this reads you can park in front of the Pump House. I just don't....

Winemiller: We can table it.

Amell: I would prefer that.

Winemiller: Okay. We will table it until next month until the language can be changed.

Bates: And then maybe you could have them take some ownership and maybe they can work on what we want to rope off, the town shouldn't have to.

Winemiller: Jeff and I talked about a flag or more of a rope kind of thing.

Diane Chase: At Pendragon Theatre the Vet owns a certain section of the parking lot and they don't allow anybody park there even when their business is closed so they have just cones and signs for people to park on either one side or the other and it seems to work quite easily.

Bates: Have ever seen the things at Adirondack Tire they pull out with the chains and then pull them back when they are not open.

Winemiller: But, that would be something you would want Hex and Hop to pay for, I would assume.

Bates: I would think they should have some ownership. It's their business.

The Board agreed Resolution # 70 of 2019 should be tabled for further review in the September 12, 2019 Meeting. Winemiller stated she would have Hex and Hop do a "Hold Harmless" agreement in the meantime.

Supervisor Winemiller announced the United Way is giving us \$1,000 to assist with meters, readers, and installation and we will provide them a copy of everything we pay for. So we will have a little extra money to help out a few other people. With that, we will need to open a separate checking account to disperse the funds.

RESOLUTION # 71 OF 2019

AUTHORIZATION TO OPEN NEW CHECKING ACCOUNT AT NBT BANK FOR UNITED WAY FUNDS AND SIGNATURE DESIGNATIONS FOR SUCH ACCOUNT

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

WHEREAS, The Town of St. Armand will be receiving a donation from United Way for the Water Meter Initiative, and

WHEREAS, the Town should create a separate checking account for these funds in order to assist in accounting for individual expenses, and

WHEREAS, the Town’s other checking accounts are held with NBT Bank, 209 Lake Flower Avenue, Saranac Lake, NY, and

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges and hereby authorizes a new checking account for the United Way donation, and

BE IT FURTHER RESOLVED, Town Supervisor Davina Winemiller is designated to have signature authorization and Deputy Supervisor D. Joseph Bates, is designated to have secondary signature authorization for this checking account when required.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 72 OF 2019

AGREEMENT FOR GIFT OF REAL PROPERTY FROM TRUDEAUS TO THE TOWN OF ST. ARMAND FOR EXTENSION OF BROOKSIDE CEMETERY

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

WHEREAS, the Town Board of the Town of St. Armand agreed to proceed with seeking more real property to extend the Brookside Cemetery for internments, and

WHEREAS, Richard and Carolyn Trudeau, who own property adjacent to the Brookside Cemetery and have agreed to donate a portion real property to the Town of St. Armand for the purpose of extending Brookside Cemetery for internments, and

WHEREAS, an Agreement for the Gift of Real Property for the donation of the property from Richard and Carolyn Trudeau to the Town of St. Armand,

THEREFORE, LET IT BE RESOLVED by this Resolution, the Town Board of the Town of St. Armand authorizes Town Supervisor Davina Winemiller to sign the Agreement for the Gift of Real Property for the real property donation from Richard and Carolyn Trudeau.

This Resolution was duly seconded by Councilperson Karl Law, and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 73 OF 2019

AUTHORIZATION FOR THE TOWN  
SUPERVISOR TO SIGN AT&T CELL  
TOWER AGREEMENTS

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

WHEREAS, the Town of St. Armand and AT&T are interested in an agreement to lease property owned by the Town of St. Armand to AT&T for the site construction of a telecommunications tower and equipment shelter necessary to operate the facility, and

WHEREAS, there is an APA Application and other documents requiring signature in order to move forward with the lease agreement,

THEREFORE, LET IT BE RESOLVED the Town Board of the Town of St. Armand designates Town Supervisor Davina Winemiller to have signature authorization on documents pertaining to the AT&T Lease project.

This Resolution was duly seconded by Deputy Supervisor D. Joseph Bates and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 74 OF 2019

TOWN OF ST. ARMAND TOWN BOARD  
APPROVAL FOR FUNDING A FROST FREE  
STANDPIPE WITH NEW SERVICE LINE  
FOR FLOODING OF YOUTH FIELD ICE RINK

Councilperson Karl Law, who moved its adoption, offered the following Resolution:

WHEREAS the Town of St. Armand provides town water via fire hydrant for the Bloomingdale Youth Field flooding of the ice rink during the winter months, and

WHEREAS this hydrant use puts excess strain on the Town's water lines due to the high pressure of our water system and generates costs to the Town, IE: electrical costs and chemical treatment costs involved in the supply of this water, along with a reduction in water and threat of a major water line break, and

WHEREAS by installing a frost free standpipe with a new service line for the purpose of supplying water for the flooding of the ice rink would eliminate all of these concerns,



THEREFORE, LET IT BE RESOLVED, the Town Board of the Town of St. Armand hereby approves the proposed installation of a frost free standpipe with new service line using available funding for this project.

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

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

Dated: August 13, 2019

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Barbara J. Darrah  
St. Armand Town Clerk

#### MOTION TO PAY MONTHLY BILLS

The payment vouchers for August 2019 were presented for the Board's approval as follows:

General Vouchers # 204 - # 237 in the amount of \$ 18,448.57  
Trust and Agency Fund Vouchers # 9 - # 11 in the amount of \$ 847.74  
Highway Vouchers # 122 - # 144 in the amount of \$ 13,871.30  
Highway Outside Vouchers # 8 - # 10 in the amount of \$ 30,872.61  
Water and Sewer Vouchers # 102 - # 122 in the amount of \$ 17,869.13  
Rockledge Water District Voucher # 4 in the amount of \$ 4,395.00  
B Fund Voucher # 7 in the amount of \$ 924.11

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

Supervisor Davina Winemiller	AYE
Deputy Supervisor D. Joseph Bates	AYE
Councilperson Donald Amell	AYE
Councilperson Jennifer Fuller	AYE
Councilperson Karl Law	AYE

All in favor. Motion carried.

Dated: August 13, 2019

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Barbara J. Darrah,  
St. Armand Town Clerk

#### MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor's Monthly Reports for June (granted an extension from July's meeting) and July 2019. Deputy Supervisor D. Joseph Bates made the Motion to accept both Supervisor's Monthly Reports. The Motion was seconded by Councilperson Jennifer Fuller. All in favor. Motion carried.

#### REVIEW AND MOTION TO APPROVE OF PREVIOUS MONTH'S MINUTES

Councilperson Jennifer Fuller made the Motion to approve the Regular Board Meeting Minutes of July 9, 2019. The Motion was seconded by Councilperson Karl Law. All in favor. Motion carried.

#### TOWN CLERK'S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of July 2019:  
There were (8) Dog Licenses for July 2019: 5 spayed/3 neutered for a total of: \$ 56.00

There were (5) certified death certificates (Costa) \$ 50.00

Total Revenue Earned \$ 106.00

Paid to Town Supervisor: \$ 98.00 Paid to NYS Agriculture & Markets: \$ 8.00

#### WATER AND SEWER BILLING MONTHLY REPORT:

The Water and Sewer Receivables as of August 13, 2019 is \$ 57,350.34. This balance includes the 3<sup>rd</sup> quarter billing of \$74,133.82 on July 18, 2019. Payments are due on August 19, 2019. Email reminders went to those customers who signed up. Supervisor Winemiller asked if there were any questions for Barbara. There were none.

Barbara reported there were three adjustments for pool fills presented to the Board.

#### OLD BUSINESS:

Supervisor Winemiller introduced Diane Chase, a community member, who was present to discuss the Bloomingdale Free library. Diane distributed handouts depicting the cabinet that will house the books. She is going to have her phone number so people can contact her for donation of books and for borrowers to obtain more books. It is not just a children's library. It will be for adults and teens as well. The location of the cupboard is the question at this point. In November, it was discussed that the Town Hall parking lot could be used. Diane called the Fire Department and they would have to have a meeting. She also contacted Hex and Hop and they were willing. It has to be plowed on either side to enable access to the books.

Davina Winemiller: The other thought when Diane and I were walking around was it could possibly be on the side of the Town Hall next to the flagpole. If it could go to the Firehouse on the side where they collect the bottles and cans, since they plow over there.

D. Joseph Bates: When will they vote on that Diane?

Donald Amell: Next Monday, the 19<sup>th</sup>.

Chase: Ollie will talk to Hex and Hop. They are willing to have it either temporary or permanent. I just wanted to let you know it is done and it looks beautiful. Are there any questions? Diane thanked everyone.

During this segment of the meeting, fireworks were taking place in the community very close to the Town Hall. Supervisor Winemiller excused herself to make a phone call to the State Police. She returned to the meeting and announced the State Police were going to send someone out.

Supervisor Winemiller continued the meeting with the Lake Placid Septic System Ordinance. Lake Placid is paying for the legal work. She stated a public hearing needs to be set. She also mentioned the Water Ordinance was reviewed by the attorney.

Winemiller: Today is the 13<sup>th</sup>, so what if we did August 28<sup>th</sup>? Several board members could not make the 28<sup>th</sup>. What if we did September 9<sup>th</sup>? This would be a short meeting. The Board members agreed the 9<sup>th</sup> would work at 6:00 pm. 6:00 pm will be the Public Hearing and after that will be the Water Ordinance review.

Electrical Repairs at the Town Hall: Winemiller reported she received two estimates. The Board determined the work would be done by Ampersand Electric.

The Highway Garage damage claim. Winemiller stated she forwarded a message from the attorney, who had talked to Ethan Hall. Winemiller stated she would continue trying to reach the attorney. She will cc the board members so they can be informed of the progress.

Winemiller reported she had a conference call with the I&I study participants and how the study will help us get more grant money. The call was very positive. The following day she had a teleconference with EFC and hashed out what we are qualified for. The best thing was a meeting with Jason from Elise Stefanik's office the next day and she will be coming up to Plattsburgh. He had some great suggestions on alternative funding sources which she forwarded to Essex County Planning.

Winemiller spoke about NYSEDA, the streetlight LED grant project. She stated she was on the fence about it. She spoke to David Walker, at Northville End Utilities, the company out of Ausable Forks. It would be

approximately a couple thousand to change a lightbulb.

D. Joseph Bates: Ampersand could change them for a lot less.

Winemiller: But is Ampersand certified to do it? NYSERDA has very strict requirements on who can work on their equipment. Nancy Bernstein is with ANCA (Adirondack North Country Alliance). She brought it to our attention, and she told us it was \$12 to change a streetlight, but that is incorrect. Maybe it's not a terrible thing. I am just concerned about the long-term maintenance. We don't have an electrician on staff. We don't have a lift truck. We don't have qualified individuals to work on these lights. They say they have a 20-year life span for a light bulb.

Donald Amell: Have you gotten a reply to the letter yet?

Winemiller: David Walker was going to meet with NYSERDA and NYPA. I apologize. I haven't talked to him since this, but I will.

Amell: But he is aware of this?

Winemiller: Oh, he is very aware. In fact, I went into the minutes and I cut and pasted that and sent it to David Walker, and he said, "No, no, no, I don't know where she got this amount, but it certainly wasn't from us. That is absolutely false." At this point, I am not ready to give up 100% on it, but I just feel we need to have a few more questions answered. Don't you?

Amell: If what Nancy told us isn't true....

Winemiller reported she had not received a response from Kathy Dove regarding the Paul Smith's well field. David Miller did email Winemiller and had spoken to Kathy about the well source protection fund and how we wanted to buy the land. Winemiller sent her an email to her to follow up. This is a very busy time for Paul Smiths. She wanted to meet with the Paul Smith's Board before she responded.

Winemiller reported on Rockledge and her meeting with MJ Engineering. The final draft is done and in Winemiller's office. They had a few changes before the final is presented. They identified the issues and have given the price to fix everything. Winemiller asked them to break it down into cost by parts.

Winemiller met with Jordana Malik regarding combining St. Armand's Summer Program with the Saranac Lake Program. There will be a Youth Committee next month and it will be discussed more.

## NEW BUSINESS

A meeting took place on August 5<sup>th</sup> with Essex County Planning Department and Beth Giles, the Executive Director of the Lake Champlain – Lake George Regional Planning Board, who had some wonderful grant programs that would work well in reducing our matching funds.

The NYMIR representative, Henry van den Heever, reviewed the Youth Field and spoke about putting wood chips down in the playground area but he and Davina agreed sand was an alternative. He also recommended that the Town adopt a "Prior Written Notice" Law. Many towns already have this in place. We will pursue this at next month's meeting.

Winemiller received an email from Ben Kline regarding the passing zone entering Bloomingdale at the 35 mph speed limit. She is working on that.

Town display banner handouts were presented to the Board and Winemiller suggested we take a look at these for the budget work sessions.

Twinstare was working in the Town Hall a few weeks ago because the two phone lines just flashed all day long and phone calls could not be made. One of the problems is that our phone system was from 2008 and very outdated. Councilperson Amell suggested we take a look at it at the budget work sessions.

A photocopy of the NBT Bank Trust and Agency account was distributed to the Town Board members. The Trust and Agency account is a flow through account and is primarily used for payroll. All of the payroll checks are cut from Trust and Agency. Insurance, FICA, NYS Retirement, etc., take their money from there. It should be a wash account. NBT Bank reviewed the account going back to 2012, the balance was around \$22,000. Donna Bramer and Winemiller went through the account, and the balance grows by approximately \$2,000 each month. The amount that grows is primarily from insurance collected from employees for their share. But what is happening is the amount is paid from the other accounts, primarily Highway and Sewer, therefore the balance in Trust and Agency is growing. We now know what has happened and it will be corrected by Resolution.

QUESTION OR CONCERNS FROM GUESTS AND STAFF:

Supervisor Winemiller asked if there were any questions or concerns from guests or staff? There were none.

MOTION FOR EXECUTIVE SESSION:

Supervisor Winemiller requested a motion to move into Executive Session. The purpose of the Executive Session was to discuss personnel issues.

Deputy Supervisor D. Joseph Bates made the motion to go into Executive Session. The motion was seconded by Councilperson Jennifer Fuller and the Executive Session began at 9:08 pm.

MOTION TO END EXECUTIVE SESSION:

Deputy Supervisor D. Joseph Bates made a Motion to end the Executive Session. The Motion was seconded by Councilperson Karl Law and the Executive session ended at 9:26 pm.

MOTION TO ADJOURN:

Deputy Supervisor D. Joseph Bates made a Motion to Adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Karl Law and the Regular Board Meeting adjourned at 9:27 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.

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Barbara J. Darrah  
St. Armand Town Clerk

Dated: August 13, 2019