

Town of St. Armand  
Public Hearing – Adoption of Local Law # 2 of 2020 – Unsafe Building Removal – 6:15 pm  
Regular Board Meeting - 6:30 pm  
Tuesday, April 14, 2020

*These Meeting Minutes were approved by the St. Armand Town Board on May 12, 2020.*

A Public Hearing and the Regular Board Meeting of the Town of St. Armand were 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:**

Code Enforcement Officer Derrick Martineau, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

**EXCUSED:** Highway Superintendent Douglas Snickles and Water Superintendent David Siskavich.

**GUESTS:** Community members Josh Colby, Warren McCarthy, Marvin Merrill, and Sheridan Swinyer.

This meeting was held as a public Webinar and Teleconference Meeting due to the Covid 19 Virus “Stay at Home and Be Safe act. Notice was posted regarding the dates and times of the Public Hearing and Regular Board Meeting and how to access the meeting.

**PUBLIC HEARING**

Supervisor Winemiller called the Public Hearing to order at 6:15 pm and asked those present to stand for the Pledge of Allegiance.

Supervisor Winemiller announced the Public Hearing was being held for the adoption of proposed Local Law #2 of 2020, entitled “A Local Law Providing for the Repair or Removal of Unsafe Buildings and Collapsed Structures”. She asked Town Clerk Barbara Darrah to read the published Public Notice aloud.

Darrah: Notice is hereby given that the Town Board of the Town of St. Armand, Essex County, NY, will conduct a Public Hearing via teleconference on the 14<sup>th</sup> day of April, 2020, at 6:15 pm for the purpose of adopting Local Law #2 of 2020, entitled, “A Local Law Providing For The Repair Or Removal of Unsafe Buildings and Collapsed Structures” in the Town of St. Armand. The public is invited to attend the hearing and all parties interested therein may be heard in favor or against any items contained therein. This Notice was published on April 4 and April 6, 2020.

Winemiller: Does anyone from the audience have any questions, concerns or comments regarding the adoption of proposed Local Law #2 entitled, “A Local Law Providing For the Repair or Removal of Unsafe Buildings and Collapsed Structures”? Does the Board have any questions or comments on proposed Local Law #2? There were no questions or concerns from either the audience or the Town Board.

Winemiller: It is now 6:20 pm. Can I get a motion to close the Public Hearing, please?

Deputy Supervisor D. Joseph Bates: I move.

Winemiller: Can I have a second?

Councilperson Jennifer Fuller: I’ll second.

Winemiller: All in Favor.

Board: Aye

The Public Hearing closed at 6:21 pm.

**REGULAR BOARD MEETING**

Supervisor Winemiller opened the Regular Board Meeting at 6:30 pm. Supervisor Winemiller worked online with residents and staff who were trying to attend the webinar and teleconference. She posted the refreshed telephone number and access code on the Bloomingdale Neighborhood Facebook Group Page immediately and those who were trying to attend the meeting did gain access. Winemiller asked those who logged into the meeting to introduce themselves for the record. All parties introduced themselves. Winemiller continued with the meeting and went over the Department Head reports.

## HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Superintendent submitted the following written report to the Board.

### Town of St. Armand Highway Report for the April 14, 2020 Board Meeting

- 1) We worked on the Judge's office: Painted walls and trim and put new floor down.
- 2) I am keeping track of humidity levels in the garage attic and they are sky high. We set up scaffolding so the task force members could get up on top to look at the issue.
- 3) I met with a woman on St. Regis Avenue that bought an empty lot to see about putting in a driveway.
- 4) We changed the back pins on the 2015 Tandem dump box ourselves.
- 5) We have been patching some potholes when we can.
- 6) Sand pick up this year is going to be a slow process until the Corona Virus issue calms down.
- 7) We started to do some of the intersections but don't dare take the plows off the trucks until we know the snow is done for the season.
- 8) We installed a new window at the transfer station.
- 9) We painted all of our plows in hopes we are done plowing.
- 10) We started working upstairs on the files room. We patched in the floor and are waiting on asbestos tests before we continue.

Winemiller: We (the Highway Garage Task Force) have been talking about ways to repair some of the problems we are having in the Highway Garage with condensation issues. Two parties came to give quotes for foam insulation. Two other parties came in to give quotes, however, they refused to give quotes, stating the foam insulation would exacerbate the problem and would not fix the issue. One person suggested installing an air intake – air handler. Winemiller showed pictures. J. Hogan did give a quote for that at \$44,550, so we would have to go to bid. I'm not sure how the Board feels about that but it seems that is the best way to go. When Brockway came earlier to look at the problem they had suggested that air handler should have been installed when the Highway Garage was built in the first place. Board members give me your thoughts?

Donald Amell: What is the Task Force saying about this, Davina?

Winemiller: This is where the task force was headed. After talking to the people who were going to do the foam insulation, they are leaning toward the air handler. Derrick (Martineau) would you like to speak on that at all?

Derrick Martineau: I agree with that. It will make the problem a lot worse if you were to just put the foam in there. The air handler is definitely the way to go. You even see that sometimes in residential buildings if the air exchange isn't right in the building and you put the foam in there, it can create the same issue. So, I definitely think that's the way to go.

D. Joseph Bates: Davina, I notice that that quote says that it should take care of the problem but there is no guarantee that it will. Is that correct?

Winemiller: Yes, right. No one really is willing to give us a 100% guarantee that this is exactly what we need to do. But we have heard it from enough expert people, that we feel that they are right. Matt Raymond is one of the people on the task force and that is one of the first things he asked is why don't you have an air exchanger? It's a two-fold problem. We have to remove the moisture and we have to replace the cold air with warm air. The heat exchanger would do that. The louvers is the other problem. They are either freezing open or freezing shut because we have warm moist air trying to escape into negative forty degrees in the winter. As far as getting a guarantee, Joe, about exactly what it is that we should be doing, I don't think anyone is going to give us a guarantee. But I think it speaks volume of the honesty of the people who came to give us a quote and state we don't need foam, we need an air exchanger. That's not going to fix your problem.

Bates: Well, we are going to have to go out for bids, then.

Winemiller: Yes, we are. Definitely it will be a bid situation because it is over \$20,000. I personally feel confident that this is the way we should go because this is what people have been saying it from day one.

Jennifer Fuller: I'm good with it.

Karl Law: Yes. I'm good with it. We were going to be spending money regardless when it came to the insulation so we can put the money towards this. I agree with Joe; it absolutely has go out to bid.

Winemiller: The quotes for the insulation were anywhere from \$32,000 to \$45,000 for that spray foam insulation. If we went with the spray foam, it might not fix the problem, then we would have to go back to this anyway.

Law: That is where I was going with that. We were planning on that cost so I would rather put it towards something that is going to fix our problem.

Donald Amell: Yes, I am fine with going out to bid for air exchanger.

Winemiller: Perfect. That is the way we will go.

## WATER DEPARTMENT MONTHLY REPORT

Winemiller: As you are aware, Water Superintendent Jeffrey Cotter retired effective April 10, 2020. We were fortunate enough that David Siskovich has taken over as our new Water Superintendent. David has come highly recommended by both Jeff Cotter and Todd Hodgson from Essex County. He started on Saturday, April 11<sup>th</sup>. He has been training Robert Stephenson and Cory Skiff who are also going towards their water licenses.

Jeffrey did not submit a Monthly Report, but he did complete the 2019 Annual Drinking Water Quality Report from the NYS Department of Health which will be mailed to all Water and Sewer customers with the 2<sup>nd</sup> quarter

billing, along with being posted on the outside Town Hall marquis and the Town's website.

Winemiller: Are there any questions regarding Water that I might be able to answer? There were no questions.

#### CODE ENFORCEMENT OFFICER'S MONTHLY REPORT

Code Enforcement Officer Derrick Martineau presented the following report to the Board.

##### Code enforcement Report for the April 14, 2020 Board Meeting

1. Returned 9 phone calls with questions and 5 emails with questions on codes and questions on who can work. Per NYS DOS only one person crews may work at a site, with few exceptions, those being for the health and safety of occupants, medical facilities and homeless shelters.

Martineau: Sheriff's Department, State Police, and myself can issue appearance tickets for violation and it is up to \$10,000 fine for anyone who gets caught.

2. Seven new permits issued approximately \$1500 was paid and \$100 is owed.

3. Inspections on ongoing open permits. Checking sites for compliance with Covid laws to the best of my ability.

4. Filed NYS Annual Code reports with DOS and accepted.

5. Gladd update. With help from Davina, which is much appreciated, Attorney Norfolk is now in the process of taking this issue back to court to try and have the agreed upon fines paid and getting the condemnation executed. There were 11 issues to be fixed from 2015, which still haven't been addressed, along with more recent issues.

6. Moose Pond Road update: Due to the virus and amount of time put into trying to keep compliance with new laws and being part time, I put things in order of public health and safety and this issue got pushed back. I am planning on this being finished up by the next Board meeting (May). This would include the old vehicles and the mobile home.

Winemiller: Does anyone have any questions for Derrick? There were none.

#### WASTEWATER DEPARTMENT MONTHLY REPORT

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

##### Town of St. Armand Wastewater Report for the April 14, 2020 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 had been trying to save as much money as possible by not running the polymer feed system when not needed and was caught by a mid-winter thaw which put us over the phosphorus limit because of the I & I issues putting us over our maximum flow per day limit. Because we are still in the 12-month average mode we are okay but that will change with the new phosphorus limits rule which is coming up.

8) Installed flow meters in MH D2 and MH 5 with AES I & I plan people.

9) Ampersand Electric did come and service the cooling system in the PTB generator and replaced the coolant.

10) The snow melt and precipitation have been much better for us this year as, so far, we have only had 3 days of exceeding our flow limit and that was in early January which also, as stated above, pushed us over our phosphorus limit.

11) The semi-annual service of both generators was completed and are now being done by a service tech out of Saranac Lake instead of Albany which is much more convenient and cheaper for us.

12) The screen auger replacement float was back ordered and is due to arrive today. I had to adjust the timer system in tighter to keep it running without overflowing into the bypass channel and it has been working okay with no issues so far.

13) I continue to work on the St. Armand Wastewater Department Comprehensive Improvement and Repair Program.

Winemiller: When I was driving around this weekend on Poplar Lane, there was a very strong smell of sewer on that road. I was wondering if you (Stan) could test the runoff in the ditches to see if we have actual sewer running into the ditches. Could you please send me a chat message if that is a possibility?

Stan: Responded to Davina that he could do that.

Winemiller: Are there any more questions for Stan? There were no further questions for Stan.

RESOLUTIONS

RESOLUTUION # 33 OF 2020

RESOLUTION TO ADOPT PROPOSED LOCAL LAW NO. 2 OF 2020 ENTITLED "A LOCAL LAW PROVIDING FOR THE REPAIR OR REMOVAL OF UNSAFE BUILDINGS AND COLLAPSED STRUCTURES"

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

Upon the passage of a motion to consider from the floor, and the same appearing proper and necessary.

BE IT RESOLVED that the Town of St. Armand town Board hereby adopts proposed Local Law No. 2 of 2020 entitled "A LOCAL LAW PROVIDING FOR THE REPAIR OR REMOVAL OF UNSAFE BUILDINGS AND COLLAPSED STRUCTURES" within the Town of St. Armand which Local Law reads and provides as follows:

TOWN OF ST. ARMAND LOCAL LAW NO. 2 OF 2020

A Local Law providing for the repair or removal of unsafe buildings and collapsed structures

BE IT ENACTED by the Town Board of the Town of St. Armand, New York:

SECTION 1. PURPOSE

Unsafe buildings pose a threat to life and property in the Town of St. Armand. Buildings and structures may become unsafe by reason of damage by fire, the elements, age or general deterioration. Vacant buildings not properly secured at doorways and windows also serve as an attractive nuisance for young children who may be injured therein, as well as a point of congregation by vagrants and transients. A dilapidated building may also serve as a place of rodent infestation thereby creating a health menace to the community. It is the purpose of this Local Law to provide for the safety, health protection and general welfare of persons and property in the Town of St. Armand by requiring such unsafe buildings be repaired or demolished and removed.

SECTION 2.

This Local Law shall be known as "Unsafe Buildings Law" of the Town of St. Armand.

SECTION 3. DEFINITIONS

- 1) "Building" means any building, structure or portion thereof used for residential, business or industrial purpose.
- 2) "Building Inspector" means the Code Enforcement Officer of the Town of St. Armand or such other person appointed by the Town Board to enforce the provisions of this Local Law.

SECTION 4. INVESTIGATION AND REPORT

When in the opinion of the Building Inspector or upon receipt of information (verbal or written) that a building:

- 1) is or may become dangerous or unsafe to the general public,
- 2) is open at the doorways or windows making it accessible to and an object of attraction to minors under eighteen years of age, as well as to vagrants and other trespassers,
- 3) is or may become a place of rodent infestation,
- 4) presents any other danger to the health, safety, morals and general welfare of the public,
- 5) is unfit for the purposes for which it may lawfully be used,
- 6) those whose interior walls or exterior bearing walls or other vertical structural members list, lean or buckle to such an extent as to weaken the structural support they provide,
- 7) those which, exclusive of the foundation, show 33% or more damage to or deterioration of the supporting member outside walls or covering,
- 8) those which have improperly distributed loads upon the floors or roofs or in which the same are overloaded or which have insufficient strength to be reasonable safe for the purpose used,
- 9) those which have been damaged by fire, wind or other causes so as to have become dangerous to life, safety or the general health and welfare of the occupants of this Town,
- 10) Those which have become or are so dilapidated, decayed, vermin infested, unsafe or unsanitary or which are so utterly fail to provide the amenities essential to decent living that they are unfit for human habitation or are likely to cause sickness or disease to those living therein or adjacent thereto,
- 11) Those having light, air, sanitation facilities or heat facilities which are inadequate to protect the health, safety or general welfare of human beings who live or may live therein, with particular reference to the requirements of the State Uniform Fire Prevention and Building Code as a determinant,

- 12) Those having inadequate facilities for egress in case of fire or panic or those having insufficient stairways, elevators, fire escapes or other means of communication, again referencing the requirements of the State Uniform Fire Prevention and Building Code as a determinant,
- 13) Those which have parts thereof which are so attached that they may fall and injure members of the public or property,
- 14) Those which consist of debris, rubble or parts of buildings left on the ground after demolition, reconstruction, fire or other casualty,
- 15) Those which, because of their condition are unsafe, unsanitary, overcrowded or dangerous to the health, safety or general welfare of the occupant(s) or people of this Town,
- 16) Those which are vacant and open at the doors and windows or,
- 17) Those which because of the failure of the owner or occupant to comply with notices or orders issued pursuant to this chapter, are unfit for human habitation, the Building Inspector shall cause or make an inspection thereof and report in writing to the Town Board their findings and recommendations in regard to its repair or demolition and removal.

#### SECTION 5. TOWN BOARD ORDER

The Town Board shall thereafter consider such report and by Resolution determine, if in its opinion the report so warrants, that such building is unsafe and dangerous and order its repair if the same can be safely repaired or its demolition and removal, and further order that a Notice be served upon the persons and in the manner provided herein.

#### SECTION 6. NOTICE – CONTENTS

The Notice shall contain the following:

- 1) A description of the premises including 911 address and tax map number,
- 2) A statement of the particulars in which the building is unsafe or dangerous,
- 3) An Order outlining the manner in which the building is to be made safe and secure, or demolished and removed,
- 4) A statement that the securing or removal of such building or structure shall commence within a period of not more than ten (10) days to thirty (30) days of the service of the Notice, and shall be completed not more than thirty (30) to ninety (90) days thereafter, the exact time frame for such commencement and completion to be determined in each instance by the Town Board, unless for good cause shown shall be extended
- 5) A date, time and place for a hearing before the Town Board in relation to such dangerous or unsafe building, which hearing shall be scheduled not less than five (5) business days from the date of service of the Notice and
- 6) A statement that in the event of neglect or refusal to comply with the Order to secure or demolish and remove the building, the Town Board is authorized to provide for its demolition and removal, to assess all expenses thereof against the land on which it is located and to institute a special proceeding to collect the costs of demolition, including legal expenses.

#### SECTION 7. SERVICE OF NOTICE

The said Notice shall be served

- 1) By personal service of a copy thereof upon the owner, executor, administrator, agent, lessee or any person having a vested or contingent interest in such unsafe building as show by the records of the receiver of taxes (or tax collector) or the County Clerk; if no such person can be reasonably found by mailing such owner by registered mail a copy of such notice directed to their last known address as shown by the above records, and
- 2) By personal service a copy of such notice upon any adult person residing in or occupying said premises if such person can be reasonably found and
- 3) By securely affixing a copy of such notice upon the unsafe building

#### SECTION 8.

A copy of the Notice served as provided herein shall be filed in the Office of the Essex County Clerk of the County of Essex, NY.

#### SECTION 9. REFUSAL TO COMPLY

In the event of the refusal or neglect of the person so notified to comply with said Order of the Town Board and after the hearing, the Town Board shall provide for the demolition and removal of such building or structure either by Town employees or by contract. Except in emergency as provided in Section 11 hereof, any contract for demolition and removal of a building in excess of \$30,000.00 (US DOLLARS) shall be awarded through competitive bidding.

#### SECTION 10. ASSESSMENT OF EXPENSES

All expenses incurred by the Town in connection with the proceedings to repair and secure or demolish and remove the unsafe building, including the cost of actually removing such building, shall be assessed against the

land on which such building is located and shall be levied and collected in the same manner as provided in Article 15 of the Town Law for the levy and collection of special ad valorem levy or be collected by the commencement of a special proceeding against the owner of said unsafe or dangerous building or structure pursuant to General Municipal Law Section 78-b.

SECTION 11. EMERGENCY CASES

Where it reasonably appears that there is present a clear and imminent danger to the life, safety or health of any person or property, unless an unsafe building is immediately repaired and secured or demolished, the Town Board may, by Resolution, authorize the Building Inspector to immediately cause the repair or demolition of such unsafe building. The expenses of such repair or demolition shall be charged against the land on which it is located and shall be assessed, levied and collected as provided in Section 10 hereof.

SECTION 12. HEARING

The hearing shall be conducted before the Town Board. The Code Enforcement Officer shall present his/her report to the Town Board in writing. The owner or his/her representative, if present, shall call such witnesses as he/she deems necessary. The Town Board shall make written findings of fact from the testimony offered as to whether or not the building in questions is an unsafe building. If such owner shall neglect, fail or refuse to comply and shall fail to appear at said hearing, then the Town Board shall direct the repair or demolition of the building forthwith. If such owner shall neglect, fail or refuse to comply and after appearing at said hearing, the Town Board finds that the building is a public nuisance and directs its repair or demolition, the owner shall repair or demolish said building within the time prescribed by the Town Board. If the owner fails or neglects to repair or demolish said building as directed by the Town Board following the hearing, then the Town Board shall direct the repair or demolition of same forthwith.

SECTION 13.

This Local Law shall take effect immediately upon filing thereof in the Office of the Secretary of State of the State of New York.

SECTION 14.

All Ordinances, Local Laws and parts thereof inconsistent with this Local Law and parts hereof are hereby repealed.

SECTION 15.

Each separate provision of this Local Law shall be deemed independent of all other provisions herein, and if any provision shall be deemed invalid, all other provisions hereof shall remain valid and enforceable.

BE IT FURTHER RESOLVED that the Town Board of the Town of St. Armand shall hold and conduct a Public Hearing on the foregoing proposed Local Law on the 10th day of March, 2020, at 6:20 pm at the Town Hall in Bloomingdale, NY, to hear any and all persons concerning the same, and

BE IT FURTHER RESOLVED that the Clerk of the Town of St. Armand will publish a notice of such hearing the designated Town newspaper at least five (5) days prior to said hearing.

This Resolution was duly seconded by Councilperson Karl Law, 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: April 14, 2020

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

MOTION TO PAY MONTHLY BILLS

Payment vouchers for the month of April were presented to the Board for approval and Roll Call Vote as follows:

General Vouchers # 101 - # 128 in the amount of \$ 15,371.95  
Trust and Agency Fund Vouchers # 20 - # 25 in the amount of \$ 1,444.58  
Highway Vouchers # 53 - # 68 in the amount of \$ 15,389.96  
Highway Outside Vouchers - None  
Water and Sewer Vouchers # 41 - # 55 in the amount of \$ 6,105.85

Rockledge Water District Voucher # 3 in the amount of \$ 475.00

“B” Fund Voucher # 3 – in the amount of \$6.18

Fire Protection Vouchers – None

I & I Fund Voucher # 3 in the amount of \$ 2,925.00

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

Supervisor 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: April 14, 2020

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

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor’s Monthly Reports for March 2020 to the Board. Councilperson Karl Law made the Motion to approve the Supervisor’s Monthly Reports; the Motions was seconded by Deputy Supervisor D. Joseph Bates. All in favor. Motion carried.

REVIEW AND MOTION TO APPROVE PREVIOUS MONTH’S MINUTES

Deputy Supervisor D. Joseph Bates made the Motion to approve the Regular Board Meeting Minutes of March 10, 2020. The Motion was seconded by Councilperson Jennifer Fuller. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of March 2020:

There were (5) Dog Licenses for March 2020:

Spayed Females (1)	\$ 7.00
Neutered Males (3)	\$ 21.00
Unneutered Male (1)	\$ 14.00
Certified Marriage Transcripts (1)	\$ 10.00
Total Revenue Earned \$ 52.00	

Paid to Town Supervisor: \$45.00      Paid to NYS Agriculture & Markets: \$ 7.00

WATER AND SEWER BILLING MONTHLY REPORT

The 2nd quarter water and sewer billing is in the process of being entered into the program. The bills should be out by the 19<sup>th</sup> day of April and the due date will be May 19<sup>th</sup>, 2020. To date, the Water and Sewer Receivables balance is \$75,807.34. This balance does not include the corrective adjustments which will alter the total.

Barbara Darrah suggested to the Board they consider a Resolution next month to waiver the normal 10% late fee charge and no water shut-offs take place for customers with unpaid balances due to the Covid 19 Virus and the Governor’s order for no utility shut-offs for a three-month period. The Board agreed to consider this Resolution.

OLD BUSINESS

DEC Meeting – March 13<sup>th</sup>

Winemiller: I had a phone conference meeting with the DEC on March 13, 2020 regarding the upcoming season of funding for our wastewater collection system and phosphorus disinfection on consent order that the Town is under. I believe the Corona Virus will affect the funding this year, but it will also affect our on consent order in that everybody is kind of frozen and the DEC acknowledged that timelines have changed due to the virus.

Income Survey Update: Winemiller reported she mailed out 14 more and received 3 back, so we need 11 more.

With the Corona Virus it will be difficult for her to go door to door to collect the rest. This is the 3<sup>rd</sup> mailing so until I can knock on doors, we need 11 more.

Jefford's Steel Back Stairway Installation: Jefford's Steel is scheduled to come in and install the back stairway on April 20<sup>th</sup>. This is considered an essential activity. The Town Hall Schedule was altered to allow Jeffords to install the stairs on April 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup>.

Justice Court Repairs Update: The judge's office is completed and Doug has started working on the Justice Court bench.

Northeast Economy Grant Program: The grant that Davina applied through the Northeast Economy Grant Program for upstairs was denied. They wanted the town to apply for a grant for an engineer to determine what the Town Hall needed. It was a \$10,000 grant with a 20% match. I did not feel we would qualify for the grant because all the windows downstairs were changed in size and shape and they do not want to see that.

Trudeau property update for Cemetery: Winemiller reported we received approval from the APA for the Brookside Cemetery extension. Now, we have to go through and file everything. Dan Tedford from Essex County is working on that. I received the Mylar map and I am forwarding to the County attorney.

## NEW BUSINESS

Coronavirus Proclamation of State of Emergency: The Town of St. Armand did a proclamation of State of Emergency recommended by Dan Manning, County Attorney. The proclamation is renewed every five days. This would support any claims we might have for food or other emergency supplies or equipment if the Town had a large outbreak.

Coronavirus Life Span on Surfaces Handout: This handout explains how long the virus can survive on various surfaces. This handout was posted on the Town's Facebook page and the Bloomingdale Neighborhood Facebook group page.

Weekly shopping for seniors in St. Armand: Supervisor Winemiller received a list of elderly or disabled individuals in St. Armand and she has been shopping every week on Wednesdays for those individuals that have a need for items.

Town Hall Second Floor: The estimate to spray foam insulation for two walls of the new Records Room on the second floor is about \$850. Davina also requested estimates from a couple of people for the entire 2<sup>nd</sup> floor walls, but she has not received them yet. The estimated cost of the Records Room was set aside in the 2020 budget, but the cost of the entire floor was not budgeted and Winemiller thinks it will be quite expensive. Davina asked Derrick Martineau to comment.

Martineau: It definitely will be expensive, but I think you will see probably a good chunk of that saved in heating costs throughout the year as well. It's a good idea if it can be done to have it done. That insulation is amazing stuff and it will tighten up the building so much.

Darra: If I can throw in my two cents worth, also. Being the Town Clerk for 4 years now and knowing what is upstairs and, why we applied for a grant for the records people from Albany. One of the reasons it got in the shape that it did is because there is no heat up there. People just run up and throw their boxes on the shelves and run back down where it's warm. If we had a little insulation and a little heat, the Records Management part would be in much better shape.

Martineau: I agree.

Winemiller: I agree with you, too, Barb.

Winemiller showed pictures of the 2<sup>nd</sup> floor and some of the work that Doug and Robert have been doing.

Winemiller: I will give you the other quotes when I receive them. But is \$850 to do the room. That is budgeted.

Bates: Do we have a written quote for the \$850?

Winemiller: No, it was just a verbal.

Bates: Well, we can't do anything with a verbal. It has to be in writing.

Fuller: Agreed.

Darra: What walls were going to be insulated? I guess I am asking why are only two walls being insulated? I don't understand why we wouldn't all four walls be insulated for the Records Room?

Winemiller: The spray foam would only be in the two outside walls that exist right now. The two inside walls of the Records Room to be built would be insulated with Batt insulation.

Darra: Okay. Understood.

Winemiller: Ok. I guess since the Board wants a quote in writing, we can't go any further with that today.

Is there anything else for the Board?

Warrene McCarthy: Davina, could I ask Derrick a question, please?

Winemiller: Sure.

McCarthy: Derrick if I understand correctly, you are no longer in charge of the Monroe Gladd property? Someone else is doing that?

Martineau: The Town's Attorney is doing the Legal end of that now. That is the point where we are at now. The legal finishing, then it is turned over to the Judge. To get it condemned you have to bring it into court and in



fear of not handling things right to the letter, we are better off having Matt Norfolk do it, so when it is done, there is no way that Mr. Gladd could find a way out of it. It is the best route to take at this point.

McCarthy: Ok. So, the property still has not been condemned? I was under the impression at the last board meeting that it was condemned.

Martineau: The proceedings are in progress. It is not condemned yet. It takes a little bit to do it and also right now, courts are in a lag, too, with the whole virus thing. I am not sure what the time frame is going to be. I had to provide the attorney with a letter showing that the property was not brought up to code according to the complaint that the previous Code Officer had written. I was asked to do that on Friday and I had it to him Sunday evening. So, he has everything now that he needs. Hopefully it won't take too long and we will be done with that, too.

McCarthy: Thank you very much. That answers my question. I was up on that road a couple of weeks ago and I noticed the middle of the roof is caving in.

Martineau: Yes, it is at a point now that it is starting to be a safety issue for the occupants of the building itself.

McCarthy: Thank you very much, Derrick.

#### QUESTIONS OR CONCERNS FROM GUESTS AND STAFF:

Winemiller: Does anyone have anything else they would like to say?

There were no other questions, comments, or concerns.

#### MOTION TO ADJOURN REGULAR BOARD MEETING:

Deputy Supervisor D. Joseph Bates made a Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Karl Law. All in favor. The Regular Board Meeting adjourned at 7:40 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 Public Hearing and the Regular Board Meeting minutes held on the above-referenced date.

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Barbara J. Darrah  
St. Armand Town Clerk

Dated: April 14, 2020