

Town of St. Armand  
Special Board Meeting  
Tuesday, June 23, 2020  
6:30 PM

*These Meeting Minutes were approved by the St. Armand Town Board on July 14, 2020.*

A Special Board Meeting of the Town of St. Armand was held on the above date and time at the Highway Garage rather than the Town Hall, in Bloomingdale, NY, due to the Democratic Primary being held at the Town Hall at the same time.

**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:**

Town Clerk Barbara Darrah.

**GUESTS:** There were no guests present at the meeting.

Public Notice was published in the Adirondack Daily Enterprise regarding the date and time of this meeting, and posted on the Town's outside Notice Board and the Bloomingdale Fire Department electronic marquis.

Supervisor Winemiller called the Meeting to order at 6:30 p.m. and led the Pledge of Allegiance. Supervisor Winemiller announced the Special Board Meeting was being conducted for public opening of bids received for the Highway Garage Propane Furnace/Air Exchanger and thereof, award of the bid.

Supervisor Winemiller asked Town Clerk Barbara Darrah to read aloud the Public Notice to Bidders and the Public Notice of Special Board Meeting.

**NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN, that the Undersigned, on behalf of the Town of St. Armand, will accept Sealed bids at the Town Hall until 5:00 PM, on June 23, 2020 for installation of a Propane Fired Furnace/Air Exchanger.

All bids submitted in response to this notice shall be addressed to Barbara Darrah, Town Clerk, P.O. BOX 338, Bloomingdale, NY and be marked "SEALED BID – PROPANE FIRED FURNACE" clearly on the outside of the envelope.

The bids shall be opened publicly DURING A SPECIAL BOARD MEETING and read aloud on Tuesday, June 23, 2020 at 6:30 P.M. at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY 12913.

Please contact the Town Supervisor at (518) 891-3189, Ext. 1 for additional information concerning the bidding. Specifications and standard proposals for the proposed work may be obtained at the above address, or on the County's website at: <https://www.co.essex.ny.us/bidders/publicbids.aspx>.

The Town affirmatively states that in regard to any contract entered into pursuant to these instructions, without regard to race, color, sex, religion, age national origin, disability, sexual preference or Vietnam Era veteran status, disadvantaged and minority or women-owned business enterprises will be afforded equal opportunity to submit bids in response hereto.

Published: May 29, 2020

**PUBLIC NOTICE SPECIAL BOARD MEETING**

NOTICE IS HEREBY GIVEN that the Town Board of the Town of St. Armand, Essex County, New York will conduct a SPECIAL BOARD MEETING on Tuesday, June 23, 2020 at 6:30 P.M. at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY 12913, for the purpose of opening and reading aloud all sealed bids received for the Propane Fired Furnace for the Town's Highway Garage.

The public is invited to attend and all parties interested therein may be heard in favor or against any items contained therein.

Published: May 29, 2020

Darrah: We did not receive notification about the Democratic Primary until after the Notice to Bidders and the Public Notice of the Special Board Meeting was placed with Essex County and the Adirondack Daily Enterprise respectively. Numerous efforts were made to notify the public to include the Bloomingdale Fire Department marquis, the Front Bulletin

Board of the Town Hall, the front door of the Town Hall, Facebook and the Bloomingdale, NY Neighborhood Facebook Group page of the change in location.

Winemiller: The Town has received one sealed bid only from J. Hogan, Peru, NY. The vendor responsibility questionnaire has been filled out in full, signed and notarized. The Certification of Experience is filled out in full. The bid amount for our proposal is \$44,550.00. We have the Certification of Compliance with the Iran Divestment Act signed and notarized, the Non-Collusive Bidding Certification has been filled out, signed and notarized, and they have included spec drawings and plans. The bid is complete. Are there any questions? Does anyone want to review the bid documents before we move on?

There were no questions.

Winemiller: Since we've only received one bid from J. Hogan Refrigeration & Mechanical, Inc., in the amount of \$44,550.00, may I ask someone to make a motion for Resolution 42?

RESOLUTION # 42 OF 2020

RESOLUTION AWARDING THE BID FOR THE HIGHWAY GARAGE PROPANE FURNACE/AIR EXCHANGER WITH THE FUNDS THEREOF TO COME FROM THE CAPITAL IMPROVEMENT FUND AND FURTHER AUTHORIZING THE ST. ARMAND TOWN BOARD TO EXECUTE A CONTRACT WITH THE COMPANY WINNING THE BID AWARD.

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

BE IT RESOLVED, that the Town Board of the Town of St. Armand has reviewed all proposals submitted for the Highway Garage Propane Furnace/Air Exchanger, and

BE IT FURTHER RESOLVED, that after review and discussion of the proposals submitted to the Town Board at a Special Board Meeting on this date;

WHEREAS, the decision was made to select a company that most fits the needs associated with this project and an acceptance price has been agreed upon;

Bids received were:

J. Hogan Refrigeration & Mechanical Inc., 12 Chamberlain Road, PO Box 67, Peru, NY 12972

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby awards J. Hogan Refrigeration & Mechanical, Inc. the contract for said project Highway Garage Propane Furnace/Air Exchanger in the amount of \$ 44,550.00.

This Resolution was duly seconded by Councilperson Donald Amell 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: June 23, 2020

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Barbara J. Darrah  
St. Armand Town Clerk

Winemiller: We do have a couple other housekeeping items to take care of this evening. You are all aware of the resignation of Judge Niederbuhl, and the Saratoga County 4<sup>th</sup> Judicial District had to appoint a new Town Justice, who is Judge Dean Dietrich. We need to pass a Resolution to appoint Victoria Duffy as the Town Court Clerk for the remainder of 2020:

RESOLUTION # 43 OF 2020

TOWN OF ST. ARMAND TOWN BOARD  
APPOINTMENT OF VICTORIA DUFFY  
AS TOWN COURT CLERK FOR THE  
REMAINDER OF 2020

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

WHEREAS, due to a recent resignation there was a vacancy in the Town Justice position, effective June 18, 2020, and

WHEREAS, Honorable Felix J. Catena, District Administrative Judge, Fourth Judicial District, has assigned Honorable Dean Dietrich to hear and determine matters pending before the St. Armand Town Court for the period of June 19, 2020, through December 31, 2020, and

WHEREAS, Judge Dean Dietrich requested his current Court Clerk serve under him as Town of St. Armand's Court Clerk during his assigned judgeship dates, and

WHEREAS, the Town Board of the Town of St. Armand, in the interest of continuity and service to the community, wishes to acknowledge Judge Dietrich's request of appointment for a Court Clerk,

NOW, THEREFORE, LET IT RESOLVED, that the Town of St. Armand Town Board hereby appoints Victoria Duffy as the Court Clerk to Judge Dean Dietrich for the period of June 19, 2020, through December 31, 2020, and the appointed Court Clerk will be paid a salary rate of \$250.00 per week.

BE IT FURTHER RESOLVED this Resolution is retroactive as of June 19, 2020.

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

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

Dated: June 23, 2020

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 44 OF 2020

TOWN OF ST. ARMAND TOWN BOARD  
AUTHORIZATION TO CLOSE THE OLD  
JUSTICE CHECKING ACCOUNT, OPEN  
A NEW JUSTICE CHECKING ACCOUNT  
AND AUTHORIZATION OF SIGNATURES  
FOR THE NEW CHECKING ACCOUNT AT  
HELD AT NBT BANK

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

WHEREAS, The Town of St. Armand Justice checking account is held with NBT Bank, 209 Lake Flower Avenue, Saranac Lake, NY, and

WHEREAS, the Town Board acknowledged and hereby authorized Arthur J. Niederbuhl, previous Town Justice, to have signature authorization for the Justice checking accounts at NBT BANK effective January 23, 2018, and

WHEREAS, Town Justice Niederbuhl submitted his resignation effective June 18, 2020, and Judge Dean Dietrich has been appointed by the 4th Judicial Court to serve as the Town of St. Armand's Justice effective June 19, 2020 at 12:01 am, through December 31, 2020.

THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby authorizes the old Justice checking account ending in #8302 at NBT Bank to be closed and the affiliated checks be destroyed, and a new NBT checking account be opened for the new Justice, account number to be determined.

BE IT FURTHER RESOLVED, that the Town Board of the Town of St. Armand hereby authorizes Judge Dean Dietrich to have signature authorization for the new Justice checking account at NBT Bank and Town Supervisor Davina Winemiller to have secondary signature authorization effective June 19, 2020.

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: June 23, 2020

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Barbara J. Darrah  
St. Armand Town Clerk

OLD BUSINESS

Winemiller: The next order of business is the chimney liner replacement quotes. We have two quotes: One from

Sootbusters in the amount of \$3,169.48 and one from Slab Hallow Chimney Sweep in the amount of \$4,476.00. Based on the quotes, and they both seem to be similar, if not identical, Sootbusters is the least expensive of the two. May I get a Motion to approve Sootbusters?

Jennifer Fuller: I'll make the Motion.

Winemiller: All in favor?

Board: AYE.

Winemiller: Motion carries.

Winemiller: The next order of business is the Highway summer worker. We had hired Ben Munn and he just came in and told me he was awarded a football scholarship at St. Lawrence University. He is leaving August 10<sup>th</sup>. We will need to replace him. I'm not saying we would get anyone, but we could try.

The Board agreed.

Winemiller: The next order of business is the Records Room upstairs. I contacted John Schwartz, Ampersand Electric and Joe Gladd to install the electrical outlets, lights and the new heater. Ampersand said they were busy and could not do it and Joe Gladd said the same. So, the only quote I have is from John Schwartz in the amount of \$2,135.00. This includes the exit sign lighting that has to go above the new stairwell. Can I get a Motion to approve this quote?

D. Joseph Bates: I'll move.

Winemiller: All in favor?

Board: AYE.

Winemiller: Motion carries.

Winemiller: The next order of business is the sheet rocking upstairs. Doug Snickles has the room all framed in. I received one quote for hanging the sheetrock, someone to sand, and someone to paint, and then one for all of it. I called JP Oneal, Tug Duffy, MJ Raymond, Vito Pallota Painting, Dean Montroy and Troy Delancett. No one wanted to do it. The only person that put in a bid was G&G Contracting. They said they would only do it if they hung the sheetrock. The quote for hanging the sheetrock, taping, mudding, sanding, and the primer coat of paint for both sides of the walls up to the ceiling in the Records Room and it was \$2,300.00.

Don Amell: The only thing I see is, what is the last paragraph that says, "If any unforeseen issues arise, there will be adjustments made?"

Winemiller: That is just a general disclaimer and it is usually on every quote we get from then and others.

Bates: I would let them know that if there are any unforeseen issues, before he goes any further, the Board is notified.

Winemiller: Absolutely. Can I get a Motion please, to accept the G&G quote?

Bates: I'll move.

Winemiller: All in favor?

Board: AYE.

Winemiller: Motion carries.

## NEW BUSINESS

Winemiller: In the Records Room, we have to install a propane heater. I called Hyde's and Home Energy, Hyde's gave me an inspection and a quote this afternoon. It is for a Rannai X17CTP heater for \$1,486.99, the venting is \$177.56, the propane line and fittings is \$148.05, and the labor is \$1,440.00 for a total of \$3,252.60. When I first looked at this I thought it was high, but I realized they have to go through the brick wall; once on the lower and once on the upper floor and run the line all the way up the length of the two floors.

Bates: I have to recuse myself in the vote, but I do know that is a "not to exceed" quote.

Winemiller: The electric is the next thing to be installed. Then it will be the sheetrock to be installed. Then the heater.

Recusing Joe Bates from this Motion, can I get a Motion to accept the Hyde Fuel bid?

Don Amell: I'll move.

Winemiller: All in favor?

Board: AYE.

Winemiller: Motion carries.

Winemiller: I was contacted by the Bloomingdale Methodist Church next to the Veterans Memorial Park, and they requested to use the park for outdoor services for July and August because of COVID. They wanted to be able to spread people out for the required 6 feet. I told them we would have to have insurance and the Facilities Use form. It is a religious church service. It would be Sunday evenings from 6:00 – 8:00 pm. Does anyone have a problem with that?

Amell: We have had similar requests from non-religious groups. I don't feel this is an appropriate use of the Veterans Memorial Park.

Winemiller: The way I am looking at this from my personal viewpoint is because of COVID, they are trying to hold their services outside so they can have the 6 feet of distance.

Bates: It is extenuating circumstances.

Winemiller: If it were the Catholic Church or Pilgrim Holiness, or other religious services, I would think because of this year, we could allow Religious sessions for social distancing. And, it's outside.

Bates: How many weeks do they want to do this?

Winemiller: Sundays, July and August, so 8 Sundays.

Bates: We would have to make sure they meet the guidelines for COVID, so I wouldn't commit to all 8, because they might end up with 65 people.

Winemiller: So, I guess we could say we will approve the first 2 and if there is trash and debris afterward, we would have the right to withdraw.

Amell: What makes the church any different than a business?

Karl Law: Other churches are having their services inside.

Winemiller: We are in Phase 3 right now. So, 50 percent of capacity is the allowance right now.

Bates: I will check with Grant tomorrow. He is the one who approached me about this.

Winemiller: So, will you send us an email tomorrow, Joe, as to what he (Grant) says?

Bates: Yes, I will.

Winemiller: Okay. We will wait to hear from Joe before we make a decision.

#### QUESTIONS OR COMMENTS

Winemiller: Does anyone have anything else to bring forward at this time?

There were no other questions or comments.

#### MOTION TO ADJOURN:

Deputy Supervisor D. Joseph Bates made a Motion to Adjourn the Special Board Meeting. The Motion was seconded by Councilperson Karl Law and the Special Board Meeting adjourned at 6:57 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: June 23, 2020