

Town of St. Armand
Public Hearing and Special Board Meeting
Tuesday, January 26, 2021
6:00 PM

These Meeting Minutes were approved by the St. Armand Town Board on February 9, 2021.

A Public Hearing and Special Board Meeting of the Town of St. Armand was held on the above date and time via a webinar conducted from the Town Hall, Bloomingdale, NY. The webinar Public Hearing and Special Board meeting was advertised and made available to the public.

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 and Town Clerk Barbara Darrah.

GUESTS: Rob Wick, from Essex County Planning, Justyna Babcock and Warren McCarthy, both from the community.

Public Notice was published in the Adirondack Daily Enterprise regarding the date and time of this meeting, and posted on the Town of St. Armand's outside marquis, the Town's Facebook page and the Bloomingdale Neighborhood Facebook Group page.

Supervisor Winemiller called the meeting to order at 6:00 p.m. and asked everyone to join in the Pledge of Allegiance.

PUBLIC HEARING

Supervisor Winemiller asked Town Clerk Barbara Darrah to read the Public Hearing Notice:

Notice of Public Hearing
Town of St. Armand

The Town of St. Armand will hold a virtual Special Board Meeting & Public Hearing on January 26, 2021 at 6:00pm for the purpose of hearing public comments on the Town of St. Armand's community development needs, and to discuss the submission of one or more Community Development Block Grant (CDBG) applications for the 2021 program year. The CDBG program is administered by the State of New York Office of Community Renewal (OCR), and will make available to eligible local governments approximately \$20 million for the 2021 program year for public infrastructure, public facilities and community planning activities, with the principal purpose of benefitting low/moderate income individuals. The hearing will provide further information about the CDBG program and will allow for citizen participation in the development of any proposed grant applications and/or to provide technical assistance to develop alternate proposals. Comments on the CDBG program or proposed project(s) will be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

Due to COVID-19, this hearing will be held virtually:

Special Board Meeting & Public Hearing

Tue, Jan 26, 2021 6:00 PM - 8:30 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/474667973>

You can also dial in using your phone.

United States: +1 (408) 650-3123

Access Code: 474-667-973

For questions, please contact the Town of St. Armand at 518-891-3189. Written questions or comments are welcomed and may be submitted until January 25, 2021 at 11:00am. Please send to: Town of St. Armand, PO Box 338, Bloomingdale, NY 12913, or email: info@townofstarmand.com.

This notice was published in the Adirondack Daily Enterprise on January 15, 2021.

Winemiller: Thank you, Barb. This Public Hearing is about our grant application for the Town Hall. Does anyone present have any comments, questions or concerns?

There were none.

Winemiller: Barb, have you received any written or emailed comments, questions or concerns?

Darrah: No.

Winemiller: As there are no questions or comments, can I please get a motion to close the Public Hearing. Councilperson Donald Amell made the motion to close the Public Hearing. The Motion was seconded by Councilperson Karl Law and the Public Hearing was adjourned at 6:03 pm.

SPECIAL BOARD MEETING

Supervisor Winemiller presented the 2020 Year-end Supervisor's Report. The report was made visible on the virtual meeting screen.

Winemiller: Can everyone here see the screen?

Those present stated they could see the screen.

Winemiller: Since everyone that is here can see the screen, we are just going to scroll through these pages pretty quickly. The first page of the report starts off with our land assets. If anyone out there would like a copy of the report, just send me an email message and I will send you an email copy. If anyone has any questions, please interrupt us at any time. Pages of the report were then scrolled through for several minutes.

Winemiller: The next part of the report is the 2020-2021 Strategic Plan for St. Armand. We have Rob Wick here, from Essex County Planning. There has been a change in the matching share. It says \$141,000, and that number is different now.

Rob can you please expand upon that?

Rob Wick: Yes. The figure that you have there, the \$141,000; that also was inclusive of the engineering fees that were not going to be covered in the WQUIP grant that you have from the DEC, right now. The WQUIP would cover 75% of your construction costs. So, the match for the grant is actually only \$113,455. So, the rest of that figure is what was to be capturing the engineering on top of your match.

Winemiller: That is wonderful news.

Wick: We recently approached you about the possibility of applying for another Community Development Block Grant, kind of like the process we just went through for the Town Hall, but doing one for the Treatment Plant, as well. The difference being is with the Community Development Block grant; you have the ability to get access to more grant funds if you have existing grant monies. So, when you have co-funding, instead of a \$750,000 cap on infrastructure, you can get up to one million dollars. So, with AES and our office, we have been talking through some plans about how to utilize the money that you have right now with the WQUIP grant before those grant funds expire and trying to take advantage of some grant applications we could apply for now, and trying to put together a plan to help solve for the disinfection requirement you have at the Treatment Plant.

At this time, Winemiller gave Rob Wick the "presenter" capability to assist him in sharing his screen for viewing.

Wick: The schedule dates are more important than the other information. The DEC schedule, the goal was May of 2022 to have the Disinfection on board. Obviously because of the options that are not available right now, the DEC knows this and that we are trying to figure out a plan that makes sense. The DEC was trying to put forth help to communities like St. Armand and others that are looking at both Disinfection and Phosphorus requirements coming. The optimization study schedule is going to be pushed way out. What we are proposing for disinfection and phosphorus, right now, we are looking at the CDBG grant application being due in early March, so that doesn't leave a whole lot of time. These applications do require quite a bit of information. I would assume since we are applying for these now, that if we are successful in getting that extra money, the announcement should possibly be made in early Summer. It is still another month or two out before we can actually get access to these grant funds, mainly because these are actually Federal Funds that are administered by the state. There is another layer of requirements that we have to navigate there. Part of going through this process using the CDBG grant, you have to go through an RP (Request for Proposal) to get your engineering firm. That is unfortunate because you already have an engineering firm that has already been working on the project. AES is aware of the requirement. Because of the information that they have, even if we have to go out for those requests for proposals, and we have to go through this objective process of scoring, they should score on top anyway, because there is no one else that knows as much about your plant as they do. But, it does take a little bit of time to go through the process itself; sixty days is really pushing it; they could probably take a little longer than that. I left a note in here, because it was going to be about \$40,000 that AES had originally proposed to them years ago, when the scope of disinfection was going to be for

UV (Ultraviolet). However, that scope has changed. And, the cost is going to go up to do that, because whenever they were planning to do that UV disinfection component years ago, there were some elements that were baked into the design and construction of your plant as it is now, that was farming it to be suitable for the UV treatment. Now, the scope of that now is going to be more of chlorine disinfection that doesn't mean that there aren't some other things that have to happen. I am going to propose to you that you have more of a conventional contract with AES for the full design process of that, to include having an on-site project representative. So, through the course of construction, you will have someone there watching the construction every day to make sure that it is constructed as it is intended. Because, the other \$40,000 figure was not inclusive of that. That was literally just to get the thing off the ground and get the DEC off your back. We are talking about a totally separate thing. I just wanted to make sure I spent a little time talking about that so we understand the difference in the previous proposal versus what we are looking at now for your engineering costs.

Winemiller: So, just to clarify, Rob, these engineering costs could be included in that new million-dollar CDBG grant.

Wick: Yes. That is what I am going to get onto next. CDBG limits the amount of your professional services to a maximum of 18% of your total grant value. So that means that your professional services costs, engineer, other consultants, it can be no more than \$180,000. So, I plugged in here \$160,000 costs for your engineering and the construction of oversight cost here. Greg had kind of eluded to that being acceptable to doing their cost for that. I think

he realizes that at this point that is the cost they would have to do it for in order to get this project done. Does anyone have any questions up to this point?

Karl Law: Yes, Rob. As far as the CDBG grant applications and awards for them expected on 7/1/21, are these dates taking into consideration COVID or will that affect those dates whatsoever?

Wick: I think when they rolled out the applications, they had their remote working plans taken into account. This is a bit of an assumption on my part because they haven't said when the announcements will be made. Normally, we have applied for these grants at the end of every July, and the awards are made known in mid- December. We are pretty close to the same time frame in terms of when we apply for these and when we hear back when they are available. Some of this is presumptive only because for scheduling they haven't really put out hard dates on some of this stuff.

Winemiller: And, you have been in contact with Kelly Duval (DEC) and she is aware of what we are trying to do here and you feel that they would give us the extension that we would need in order to pursue this?

Wick: Yes. Absolutely. They have been supportive the whole time. With DEC, it is a matter of having to approve things based on the face value of the request given. So, if we ask them for an extension based on our plan forth, we are demonstrating the ability to be able to do this, then they are more likely going to give us the extension that we are asking for. Because we actually at this point compared to the last request letter that we sent last year, we have experienced the slow down associated with COVID, we have experienced the lack of any other grants being available. There is nothing else that DEC themselves is offering right now. The only grant options right now, literally are the ones through EFC and the ones from OCR. There is a handful of others that are more focused on economic development, but for treatment works, those are really our only options. They know that.

Winemiller: Are there any more questions regarding that for Rob?

Wick: Okay, I will keep going here. Marching through the schedule here, this puts us hopefully having plans and specs available to send to DEC for review by the end of this year, if all goes well. It's a bit of a time crunch, but hopefully that works. Because what that means, is that allows us to bid this project the early part of next year. That would allow us to have gone through all of the hoops to gain access to the OCR funds, use of those OCR funds to pay your engineering costs and then be able to advance forward and make use of that and get going as quickly as possible. It's worth noting that your OCR funds have to be used within 2 years. Now, the cycle is going to be a little bit screwy with these this year.

Normally, when we are awarded these grants into December, we go through all of those administrative paperwork hoops to gain access to the grant funds in February. OCR makes your end date where you have to have all these funds expended two years from the date of your award. So that is the timetable we have to keep in mind, and why this schedule is a bit tighter than we normally would have because there are some unknowns as to when these awards are going to be made.

Trying to get this project moving into constructions as soon as possible, we would try and get busy somewhere next year and make use of as much of next year's construction season as possible. Now, who pays for it? Your existing WQIP grant is \$642,913 and then here is the calculation of your existing match. Right now, it looks like you have a little over \$58,000 saved in the Capital Reserve fund for their match purpose. Then Davina, you had mentioned you had some money, possibly \$25,000 in unspent other funds that you might be able to apply toward this match.

Winemiller: It is actually \$24,000. It is a little further down in the presentation I was going to show the Board.

Board members please bear with me and I will show you where that is going to come from if you approve it.

Wick: As we continue to budget for this year over year, I think in your budget for 2021, you mentioned you had \$14,281.

Winemiller: That is the Capital Reserve Fund for Sewer that we collect \$12.00 per unit per quarter that we are billing.

Wick: So, if these three numbers let's say by the end of the year are attainable, that's a little over \$ 96,000. Before we get into trying to accumulate more funds to reach the match, through the end of 2022 you are already going to be starting construction. That means that you have to have all of your money to do the project beforehand. What I am proposing to the Board to consider is: Your WQIP grant is a reimbursable grant, meaning you have to pay those construction costs first and then every quarter you have the ability to do a drawdown and get reimbursement in. Instead of going for a loan, what we normally work with communities to get is a Bond anticipation note, for the total project costs and you would be able to basically use that as a very short term loan, and pay all of your construction and engineering bills out of that and if you have that, at about this time period early in 2022, close to when construction is kicking off, that gives you the ability to every month when those payment applications are coming in from the contractors, to be able to make those payments.

And then, we have money that comes in from both OCR and the DEC grants to pay the Ban back in. With the grants that we would have plus your match that you are going to have accumulated by the end of 2022, you really ought to be able to have the entire Ban paid back within a year before any of your interest rates would begin to impact you. Without having to go to EFC for a 30-year loan, this is about as close as we could get to a zero-interest loan-type of situation for you.

Utilizing your WQIP grant, applying for the CDBG grant and then as you are in the background generating your match, that really ought to pay for your project without having go to outside sources for additional money and really having to jack up your user rates like crazy.

Winemiller: So based on these numbers and the timeline we are looking at; we should be able to pay for the entire project using the short term Ban fund without any interest or any additional high payments from the users.

Wick: Yes. That's the plan.

Winemiller: I like it.

Karl Law: Very good.

Winemiller: Anyone have any questions on that for Rob?

Justyna Babcock: If you don't get the grant, what is going to happen?

Winemiller: If we don't get the grant, we would have to ask for more time. Go ahead and explain, Rob.

Wick: That's basically it in a nutshell. We would have to find ways to demonstrate the need to DEC to try and get more time. DEC has no money to give out this year. Unless there is another round of funding that comes available this summer, then there is really nothing else that we can apply for. Now, if there is another round of grants made available this summer, we would definitely make plans to apply for those, and that way we are getting as much as we possibly can. If we are successful with that, we may not need the Ban.

Winemiller: Does that answer your question, Justyna?

Babcock: Yes, Ma'am.

Winemiller: It is the DEC that gave us the On-consent Order, and yes, we have to follow their guidelines, but they also understand that the Town of St. Armand does not have another million dollars to throw at them. After speaking with them many times, they understand our hands are tied about what we can do and what we can pay for affordably for our constituents. Hopefully, cross your fingers and toes we get the grant and it all flows exactly how we need it to flow.

Babcock: So, the DEC asked you to do more work on the Treatment Plant?

Winemiller: Yes. We wouldn't even be talking right now if the DEC didn't bring up the disinfection and then phosphorus reduction, and then there is going to be an ammonia reduction.

Babcock: When did they ask for the last thing to be fixed?

Winemiller: 2018 was when they asked for the disinfection. The DEC is the governing agency for the Wastewater Treatment Plant and the Department of Health is the governing agency for the Water Plant.

Winemiller: Does anyone have any other question for Rob?

There were no questions.

Winemiller: Rob, if you don't mind staying on while I discuss with the Board about moving the \$24,000 funds.

Wick: Sure.

Winemiller: We are going to continue on with the Supervisor's 2020 Year-end report and strategic planning.

Scrolling of the Supervisor's year-end report continued for a few minutes.

Winemiller: I have here the year-end report for financials. (scrolled to the end of each fund balance breakdown)

I wanted to show the Board we underspent by \$32,491 in the General fund. We have a very healthy fund balance there. Our Class money is earning good interest. In the General B fund we had a net gain of \$7,830. The Highway DA Fund had a net gain of \$5,441. We are getting really good at predicting how much money we are going to need and what we are going to spend throughout the year. In Highway DB we had a net gain \$ 61,430. Keep in mind \$48,242 of that amount was that we received two years (2018 and 2019) worth of CHIP funds. The Fire Departments were typical this year. We did not do Hydrant repairs this year. North Elba Fire District was very close.

The Sewer District Fund is very important, and this is why I wanted Rob Wick to stay on the line. In the Sewer District, we had a net gain of \$31, 603. When we were talking about that \$24,000, I would like you to remember the \$31, 603 and we will go back to that. We did have a loss of \$2,990 in water. That was due to a couple of expensive repairs in 2020. We had a big piece of equipment that had to be replaced and the tank had to be cleaned and anodes replaced.

Rockledge, we had a gain. There was no freezing at Rockledge in 2020.

The fund balance estimate the Board members will remember at budget time, the fund balance estimate, this was our best guess for the General unreserved fund balance \$159,674. The suggestion was \$124,740, and my projection was \$151,795. Now, onto the Sewer. Remember, I asked you to keep the amount of \$31,603 in your mind. If we look at the unreserved fund balance amount, it is \$65,729. The suggested unreserved fund balance was \$41,400. Because we need that money to meet our match for the grant, if we move \$24,000 of that money, it would bring our unreserved fund balance to \$41,729. So it's still over our suggested unreserved fund balance amount. And, we still have the \$38,679 and the \$10,060 in additional savings. I am requesting that we consider moving \$24,000 from the unreserved fund balance amount into our Sewer Capital Improvement Saving balance to bring us to the \$96,000 amount that Rob Wick was talking about.

Winemiller: Does the Board have any questions on the Supervisors Year-end Report.

There were no questions. The Board thanked Supervisor Winemiller for the report, stating it was easy to follow.

Winemiller: Does anyone else have any questions on the Supervisor's Report?

There were no other questions.

RESOLUTION # 11 OF 2021

* This Resolution, # 11 of 2021 was tabled from January 12th until the January 26th, 2021 Special Board Meeting *

RESOLUTION # 11 OF 2021

TOWN OF ST. ARMAND'S
ACKNOWLEDGEMENT OF AUDIT
CONDUCTED ON TOWN SUPERVISORS
YEAR END REPORT FOR 2020

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

WHEREAS, The Office of the State Comptroller requires that the town and village supervisors annually provide their year-end report to their respective town and village auditing Board, and that such report be examined or audited and that fact be entered into the minutes of the Board's proceedings, and

WHEREAS, the Supervisors Report includes initiatives to improve accountability and controls over all Town finances and records, and

WHEREAS, among the initiatives is increased monitoring of town and village board compliance with the NYS Comptroller's direction,

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges an audit of the Town Supervisor's report for the Town of St. Armand for 2020 was completed during the month of January 2021, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

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: January 26, 2021

Barbara J. Darrah
St. Armand Town Clerk

Winemiller: I would like to talk to the Board a little bit more about the \$24,000. I showed you where it would come from and I showed you where we would still have over our suggested carry-over fund balance amount and in addition to that, we would still have \$48, 700 in addition to the \$41,400 of the suggested unreserved fund balance amount. We would still be in very good shape in the sewer in case there was a line break or something. We would still have \$48,000 to work with. I would like the Board to consider transferring the \$24,000 into our Capital Reserve Matching Grant Funds.

Don Amell: This isn't necessarily something that we have to decide tonight?

Winemiller: Oh, no, I don't think so. Rob, do you think we have to decide this tonight?

Wick: No. Not at all.

Winemiller: Can we wait until the February 9th meeting? Will that still give you enough time to apply?

Wick: Yes. This grant is going to be due the first week of March. That does give us some time. But it is worth noting too, that we have to have another Public Hearing for this other CDBG grant. We will have to set the most minimum time allotment to advertise and have the Public Hearing in that timeframe.

Winemiller: We do have our next Resolution to set the Public Hearing date and time.

Wick: Perfect.

Winemiller: We are going to table Resolution # 29 until the February 9th. 2021 meeting.

RESOLUTION # 29

*** The following Resolution, # 29 of 2021 was tabled until the February 9, 2021 Regular Board Meeting***

RESOLUTION # 29 OF 2021

RESOLUTION TRANSFERRING FUNDS FROM THE UNRESERVED WASTEWATER FUND BALANCE TO THE CAPTIATL RESERVE "WASTEWATER IMPROVEMENTS" FUND OF THE TOWN OF ST. ARMAND UNDER SECTION 6-C OF THE GENERAL MUNICIPAL LAW"

, who moved its adoption, offered the following Resolution:

The Town of St. Armand, duly convened in a Special Board Meeting 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 "Wastewater Capital Reserve Improvement Fund." The purpose of this Reserve Fund is to accumulate monies to finance the costs of matching grant funds.

SECTION 2. Such fund is to be known as the "Wastewater Capital Reserve Improvement Fund of the Town of St. Armand."

SECTION 3. The Town Supervisor is hereby directed to transfer monies in the amount of \$ 24,000.00 of the Unreserved Wastewater fund balance 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 2021 and not otherwise appropriated, the sum of \$ 24,000.00 is hereby appropriated for Reserve Fund and the Supervisor is hereby authorized, empowered and directed to transfer from surplus monies of said district the sum of \$24,000.00 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 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 _____ 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: January 26, 2021

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 30 OF 2021

PUBLIC HEARING AUTHORIZATION FOR
CDBG PUBLIC FACILITIES GRANT FOR
WASTEWATER DEPARTMENT

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

WHEREAS the Town of St. Armand is in need of grant funding for the Wastewater Department,
and,

WHEREAS, a Public Hearing is the initial step in the application process.

NOW, THEREFORE, LET IT BE RESOLVED that the Town of St. Armand Town Board shall meet and hold a public hearing via webinar through the St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY at:

Tuesday, February 9, 2021 at 6:30 pm

BE IT FURTHER RESOLVED, the St. Armand Town Board further directs the St. Armand Town Clerk to publish, post and otherwise advertise Notice of Public Hearing webinar concerning said CDBG grant in the Adirondack Daily Enterprise, the Town of St. Armand Facebook page, the Bloomingdale Neighborhood Facebook Group, and the marquis at the Bloomingdale Fire House and the Town Hall marquis located outside the front of the Town Hall building.

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: January 26, 2021

Barbara J. Darrah
St. Armand Town Clerk

Winemiller: Rob Wick, I would like to sincerely thank you for joining us this evening and taking the time to have this meeting with us and explain our options with this grant.

Winemiller: I would like to turn the meeting over to Derrick Martineau and give us an update on the Gladd Property.
Derrick Martineau: As everyone knows, the December court date was cancelled due to COVID. We have another court date coming up here in February. Prior to our next Board meeting, I am going to do a report for the Board, asking them to invoke our new Town Law on unsafe structures or buildings that cannot be repaired. I think it's our best bet to go that route rather than try and do a condemnation. If we use that law, it saves us from having to go the other route of condemnation. It will be our quickest way of going about it. For the next meeting, I will do a report of my findings of the

property for the Board to look at and decide if that's the route they want to take, as well. At this point, I don't feel that the property is savable. I don't feel comfortable having any work done on the property. It's so far gone; I don't believe it could be done in an economical or safe manner.

Winemiller: Did you mail the letter we had talked about asking for access?

Martineau: Yes. First thing Monday morning, I mailed that out because I had left a message with Mr. Gladd to try and get access to the property to do a thorough check of it to make sure what I believe is there, is there or lacking. He has to sign for that letter, which the last one I sent he didn't sign for. I am assuming he won't again. If he does and allows me in, that would be great. Then I can get some photos and do the inspection. If he doesn't sign, then we are still able to go ahead because we have the proof that it was sent and not signed for.

Winemiller: And you also sent it just regular mail?

Martineau: I sent a second letter certified and regular mail. That covers us either way, if the regular mail isn't returned to us because of an address issue or something like that, then the Court sees that as him as accepting that letter, so he does know about it.

Winemiller: So, as far as you are aware, are we still on the docket for February 22nd?

Martineau: I haven't heard anything any different, so I believe we are unless something happens because of the COVID thing. I do know some court dates are postponed right now, but I don't believe that is.

Winemiller: Does anyone have any questions for Derrick?

Warrene McCarthy: So, Derrick, does that mean at the February meeting there should be a decision as to what you are going to do with that property?

Martineau: That's correct. If the Board is comfortable with my report, my findings, if I am able to get in there, then they should be able to make a decision at that point if they want to invoke the new Town Law. Then we'll go from there. If they do, then there will still be a process before we can just go in and tear the place down, obviously. At least we will be moving in that step to clean the place up.

McCarthy: I know you had said you wanted to get in there by last Friday, if I am correct, so I take it that you haven't gotten in there yet.

Martineau: No. That is when I had called him to let me in there and to make sure to have all our bases covered because he never returned my call. I decided I better do it in writing as well, so he could not say he was never notified. This way we have it in writing. This way if he does or doesn't sign it, we go from there.

McCarthy: Ok. Thank you very much.

Martineau: You are very welcome.

Winemiller: Does anyone have any questions for Derrick?

There were none.

The Board thanked Derrick.

QUESTIONS OR COMMENTS FROM GUESTS AND STAFF

Winemiller: At this time does anyone have any other questions or concerns they would like to bring before the Board?

Justyna Babcock: It's me again. Do we know anything about those surveys that we all filled out? Do we know where do they go? And do we have any news on that?

Winemiller: I'm not sure what you are asking about. The Income Survey?

Babcock: I think that was it. They were about to help us with the water.

Winemiller: Yes. That was the Income Survey and it was finalized and completed. We did meet all of the requirements. It is also a big part of why we are ready to move forward with applying for another grant because the income survey did meet all of the requirements and we fell within the low to moderate income guidelines for the grant that we are applying for. It took a while, but it finally was completed.

Babcock: Okay.

Winemiller: Any other questions?

Warrene McCarthy: I have a question about the Town Garage. At the last meeting, there was a gentleman that said he was going to go over to the garage and see what was going on with the attic at the garage. Whatever transpired with that, if anything?

Winemiller: Sure. That was Matt Raymond. Matt was one of the members of the Highway Garage task force. I actually spoke with Matt and Dougie today and they set up a meeting with Seth Charles from J. Hogan, the company that installed the new propane furnace. There is something not right that is going on there, so they set up an appointment to pinpoint what was going on with that. As soon as we can, we are going to have another meeting with them.

McCarthy: Okay, thank you very much.

Winemiller: Does anyone have any more questions?

There were none.

Winemiller: At this time, I need a motion to go into Executive Session.

MOTION TO ENTER INTO EXECUTIVE SESSION:

Councilperson Karl Law made the Motion to enter into Executive Session for a discussion on possible litigation. The Motion was seconded by Deputy Supervisor D. Joseph Bates. The Executive Session began at 7:44 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 Jennifer Fuller. The Executive Session ended at 8:01 pm.

MOTION TO ADJOURN REGULAR BOARD MEETING

Councilperson Karl Law made a Motion to Adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Jennifer Fuller the Regular Board Meeting adjourned at 8:01 pm.

I, Barbara J. Darrah, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Regular Board Meeting minutes held on the above-referenced date.

Barbara J. Darrah
St. Armand Town Clerk

Dated: January 26, 2021