

Village of Champlain

Board Meeting Minutes

January 8, 2018

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, January 8, 2018 at the Village Office, 11104 Route 9, Champlain, New York. Present were Mayor Martin, Trustees Kim Trombley, Thomas Trombley, Gehrig and McFetridge, Codes Officer Tetreault, Superintendent Jolicoeur, Clerk/Treasurer Munoz and Secretary Sousa. Also present was Robert Pulsifer, Ben Hough and Jen Hough.

Mayor Martin called the meeting to order at 6:30 p.m.

A motion was made by Trustee McFetridge and seconded by Trustee Thomas Trombley to approve the minutes for the December 11, 2017 regular board meeting. All board members present voted aye. Motion carried.

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to approve the minutes for the Dec. 124, 2017 special board meeting. Trustee McFetridge and Trustee Gehrig abstained. All other board members present voted aye. Motion carried.

A motion was made by Trustee McFetridge and seconded by Trustee Kim Trombley to approve the minutes for the January 4, 2018 special board meeting. Trustee Gehrig and Trustee Thomas Trombley abstained. All other board members present voted aye. Motion carried.

PRESENTATION OF PETITIONS, COMMUNICATIONS, NOTICES & GENERAL QUESTION PERIOD FOR MEMBERS OF THE COMMUNITY

Awards for House Decorating Contest

Trustee Amy Gehrig said that it was difficult to choose winners this year and she enlisted the help of her granddaughter. She said that this was the highest participation ever and thanked all who decorated. She wanted to recognize two households:

Clarence and Sharon Patrie of 735 Prospect Street were recognized for their homemade and hand-painted displays that they put out every year.

Ron Gregoire of 23 South Street in the Town was also recognized for his Christmas display, which included Santa in the window.

The following residents were awarded prizes:

3rd place: Best Lighting went to John and Ann Berkman of 691 Prospect Street

2nd place: Best Lighting went to JR Patrie of 25 Moore Street

1st place: Best lighting went to Robert Pulsifer of 10 Moore Street

Best Overall Display, including music, went to Ben and Jen Hough of 648 Prospect Street

REPORT FROM CODES OFFICER

Codes Office Tetreault reported the following for December:

- Resolved issue of Comfort Animals and will follow-up with owner after documents signed.
- Responded to garbage fire on Cane Street and assisted DEC with pictures.
- Responded to illegal burning of wood on Cane St and issued warning concerning burning in the village.
- Responded to complaint of trash coming from a neighboring property on Moore Street

- Checked on junk/debris along Rec Trail and sent letter to property owner.
- Made final inspection of new restaurant in the mall. Fire suppression system installed & tested.
- Issued permit for addition to Tim Mesec on Moore Street
- Issued permit for re-roofing to Hilda Fresn
- Answered calls for permits, zoning issues, general questions
- Checked vacant house on Elm Street with door open. Called owner and left message.

Mayor Martin asked if there was any response from Cherry Street (garbage visible from Rec Trail). Codes Officer Tetreault said there has not been any response.

REPORT FROM MAYOR MARTIN

Mayor Martin reported the following:

Greetings and welcome to 2018, which we hope will be a happy and prosperous year for us all. This New Year promises to be a very busy time here in the village. As winter progresses, we will be busy with streets and sidewalks, maintaining equipment and preparing to address any issues that may arise as we approach spring. We have some streets that need paving, repairs needed at the salt shed, plans to upgrade potential problems at the wastewater plant and environmental concerns to be address at the Village Office building. All are important and will be address as time and funds allow.

This period of extreme cold has caused some problems with frozen water lines and broken pipes. Please take precautions to lessen the chances of water problems: Close up any drafts around water lines, insulate pipes where you can safely reach them, find safe heat tape to attach to water pipes to keep them thawed and in extreme freezing conditions, run a small stream of water from a faucet to prevent freezing. The Village DPW will help when and where it can, but taking preventative measures in your home will greatly lessen the convenience of having to deal with frozen pipes. Remember, the consumer is responsible for their water lines from the main to inside their residence.

Everyone should be experiencing softer water at this point. The filtration plant is doing an excellent job of removing the iron and other materials that caused problems with the system for so long. I would put the taste and flavor of our water up against any bottled water on the market today. With such improvement, I am sure we would win that contest, glass down.

Spring will eventually arrive and there will be movement to complete the water project.. There are many areas in the village that need serious attention, including lawn restoration, sidewalks, driveways and other disrupted sites. If you have property need regarding this project, please call the Village office and speak with Juanita, Mary or Mike so that we can develop a list of properties in the village that need attention. We want to make sure that the restoration process includes the needs of our Village residents as well as other areas. It is important that we have this list ready for the spring start, so please call with your location, what you feel is needed and give us the opportunity to restore your property to its pre-project condition, which was promised you at the beginning of this project.

REPORT FROM TRUSTEES

Trustee Kim Trombley

Trustee Kim Trombley is looking forward to sprng and the end of the water project.

Trustee McFetridge

Trustee McFetridge reported the following events in the Village:

Champlain Book Club

Jan 17th at 6:30 at the CMH

Yoga

Saturdays at 9:00 am at the CMH

Knitting

Mondays at 10:00 am at the CMH

Music in the Village

Jan. 26th at 7:00 pm at the CMH

With Tracy Decoste, Jeff Wenig and Ron Gregoire.
The Village Table: Homestyle Cooking Jan. 28th 2:00 pm at the CMH
 Instruction by Chef Peter Gallagher with focus on soups. \$5 per person
Story Hour Friday, Feb. 2nd 6:30 at the CMH

Trustee Thomas Trombley

Trustee Thomas Trombley reported that the night of the hayride was very cold, but plenty of people still showed up. There will be a Blood Drive held on Jan. 22 from 3-7 pm: Sponsored by the Champlain K of C and held at the Champlain Catholic Men’s Club at 3 Oak Street.

Trustee Gehrig

Trustee Gehrig has 2 grants going in at the end of the month. One is for an Adult Buddy Bench or Benches. The other is the Stewarts Grant, which has a focus on children this year. She asked the board for suggestions for the Stewarts Grant. Items for the playground, including framework for the ice rink and some type of gardening programs were suggested.

Trustee Kim Trombley asked how many trees survived in the playground. Trustee McFetridge said we lost two trees. Trustee Kim Trombley suggested flowering bushes that kids could start from seed.

Trustee McFetridge said that we should have another Arbor Day celebration again this year.

Trustee McFetridge suggested bike racks, as a lot of kids ride bikes to the playground,

Clerk/Treasurer Munoz said that if we can get one buddy bench with the grant and there is some discount on a second one, we have money in the playground fund to purchase a second bench. .

Supt. Jolicoeur said that we need benches for the Gazebo at Paquette Park. There is no place to sit there except on the railings.

Trustee Thomas Trombley suggested having someone build an attached bench around the inside of the gazebo. Trustee Gehrig said that it might be a good Eagle Scout project.

Trustee Thomas Trombley said that we could take money from one of the parks or beautification funds and have it built for us. Further discussion followed.

REPORT FROM THE CLERK/TREASURER

Clerk/Treasurer Munoz said that the board has been copied with the Expense and Revenue Report for December.

The water sewer billing totals were: Water = \$62,865.76 Sewer = \$74,391.22

Clerk/Treasurer Munoz said that we need to transfer funds to cover the cost of Zoning Code updates:

TO:	A1420.11	GENERAL CODE PUBLISHERS	\$750.00
FROM:	A9010.7	RETIREMENT	\$750.00

A motion was made by Trustee Kim Trombley and seconded by Trustee McFetridge to approve this transfer. Roll Call vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

The following transfers need to be made to cover the cost of insurances:

TO:	A1910.4	UNALLOCATED INSURANCE	\$3,000.00
FROM:	A9010.8	RETIREMENT	\$3,000.00

TO:	F1910.4	UNALLOCATED INSURANCE		\$1,400.00
FROM:	F9010.8	RETIREMENT	\$1,400.00	
TO:	G1910.4	UNALLOCATED INSURANCE		\$2,000.00
FROM:	G9010.8	RETIREMENT	\$2,000.00	

A motion was made by Trustee Thomas Trombley and seconded by Trustee Gehrig to approve these transfers. Roll call vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

Clerk/Treasurer Munoz said that there are additional invoices in the amount of \$31,601.09 to be added to the warrant, for a total of \$49,967.30.

A motion was made by Trustee Kim Trombley and seconded by Trustee McFetridge to approve the warrant with additional invoices for a total of \$49,967.30.

Trustee Gehrig suggested that it's time we get quotes for insurance again, as we haven't done that in a few years.

Roll Call Vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

REPORT FROM SUPERINTENDENT

Superintendent Jolicoeur reported the following:

The DPW has been busy with snow and ice removal

There have been a few frozen water lines and water breaks. They have one out front to work on Wednesday.

They will be draining the old water tank

There have been problems with the sidewalk machine.

They will be continuing to install meters in the bowl and on top of Prospect Street.

They will be mixing sand and salt to fill the shed.

The DPW crew repaired break on 4" line on West Service Road to Elegant Paints. The owner has someone putting new lines into the building.

They installed new water service to 3J Fuels.

They dug the shutoff to old Agway building/Groggy. The shutoff rod was broken.

Supt. Jolicoeur said that he is looking at something to break the frost, possible a bucket with frost teeth. A single tooth pick is about \$1,200. We will have to do more digging before spring and there is already 2 1/2-3' frost now. He is looking for pricing on that right now on frost buckets.

Trustee Gehrig asked if the Town has one. Supt. Jolicoeur said that they do not. Rouses Point helped out a few years ago with a jackhammer.

Supt. Jolicoeur said that a single pick is \$1,075.00 plus shipping. V bottom bucket with multiple teeth would be preferred. But he needs to get some prices.

Trustee Thomas Trombley asked if we should have a special meeting to approve this once Supt. Jolicoeur has price quotes. Mayor Martin said we could also approve up to some amount tonight.

Supt. Jolicoeur said that he has found some used ones almost \$3,000.00. We could also use a smaller bucket to work in smaller places. Discussion followed. He would also like to purchase a new demo saw. The motor on the older one blew up on Church Street and we have been borrowing one from the Town.

PURCHASE REQUISITION

Demo saw with cart and blades.

Supt. Jolicoeur provided quotes from three places for a Husqvarna demo saw, cart and 2- 14" blades.

Dragoons	Saw	1,825
	Cart	899
	Blade	300 asphalt
	Blade	<u>300 ductile iron</u>
		3,324

Taylor Rental	Saw w/blade	2,142.95
	Blade	410
	Cart	<u>?</u>
		2,552.95 + Cart

OnLine	Saw	1,725
	Cart	715
	14' diamond	Blade 165 ductile iron
	14'	Blade <u>170 asphalt</u>
		2,775
	Estim. Shipping handling	<u>100</u>
	Total	2,875

All three quotes have a one year warranty. The online quote is one size bigger than what we have now. Trustee Gehrig asked how old the one we have now is. Supt. Jolicoeur said it's about 6 years old.

A motion was made by Trustee Thomas Trombley and seconded by Trustee McFetridge to purchase the saw and attachments for up to \$3,000.00.

Supt. Jolicoeur said that he could try to get the saw locally at a better price and buy the accessories separately. Discussion followed. Trustee Kim Trombley suggested asking the local dealer if they can match the online price. Supt. Jolicoeur said that he could do that. Trustee Thomas Trombley said that if we can get it within \$50, it's better to get it locally for service.

Roll call vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

Supt. Jolicoeur said that he needs to renew his phone plan for \$495/year.

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to approve the expenditure of \$495 to renew the annual phone contract. Roll call vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

CORRESPONDENCE

1. JCEO Monthly Report
2. Letter from Codes Officer Tetreault to Stacey Smith
3. Corresp. from Thomas Murnane regarding Kasey Gregory Case.
4. Letter from Codes Officer Tetreault to Kasey Gregory

EXECUTIVE SESSION

At 7:22 pm a motion was made by Trustee McFetridge and seconded by Trustee Kim Trombley to close the regular board meeting. All members present voted aye. Motion carried.

A motion was made by Trustee McFetridge and seconded by Trustee Kim Trombley to go into Executive Session. All members present voted aye. Motion carried.

At 7:50 pm a motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to come out of Executive Session. All members present voted aye. Motion carried.

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to return to the regular board meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Kim Trombley and seconded by Trustee McFetridge to approve a one (1) year IMA Amendment with the Town of Champlain with negotiations to be completed no later than October 31, 2018 including a temporary reduction in the water rate as well as approval of moving the Outside Commercial and Residential Accounts to the Town of Champlain accounts.

Roll Call Vote as follows:

Trustee Kim Trombley	Aye
Trustee McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Gehrig	Aye
Mayor Martin	Aye

Motion carried.

NEW BUSINESS
Election Resolution

**RESOLUTION
POLLING PLACE AND TIME
2018 ELECTIONS
VILLAGE OF CHAMPLAIN**

WHEREAS, the next Village Election for offices of the Village of Champlain, New York, will be held on March 20, 2018, and

WHEREAS, the Board of Trustees of said Village must, per Section 15-104-3b of the State of New York Election Law, designate by resolution the polling place and hours which the polls shall be open; then be it therefore

RESOLVED, that the Board of Trustees of the Village of Champlain has determined the polling place shall be at the Village of Champlain Office, 11104 Route 9, Champlain, New York, with the polls being open from 12:00 p.m. to 9:00 p.m., and

BE IT FURTHER RESOLVED that as required by Section 15-104-3b of the State Election Law, notice of said Village polling place and times will be given at least sixty (60) days prior to said Election date.

THIS RESOLUTION shall take effect immediately.

The foregoing question was duly put to a roll call vote on Jan. 8, 2018 after a motion was made by Trustee Gehrig and seconded by Trustee McFetridge to accept the resolution as presented. Roll call vote as follows:

Trustee Kim Trombley	Aye
Trustee Janet McFetridge	Aye
Trustee Thomas Trombley	Aye
Trustee Amy Gehrig	Aye
Mayor Martin	Aye

Motion carried.

OLD BUSINESS
Office Renovation

Mayor Martin said that Atlantic Testing Labs was here last Thursday with ground x-ray machine. They will have to come back to re-examine a few locations; the back garage middle bay area, under the JCEO storage area where there was a pit, and on the outside corner of the building. We should have a contract for that in a few weeks. They will have to drill holes in the ground through cement. If there is a tank, it will have to be removed along with any contaminated soil around it.

Trustee Thomas Trombley asked if the pit is a hollow area. Supt. Jolicoeur was not sure. There is concrete they will need to drill through first. Discussion followed.

Mayor Martin said that we have a final report of hazardous materials from Mr. Whitford. There is quite a bit of asbestos in the building, which is not unusual for older buildings. However that will have an impact on renovation costs. The report is available for board members to see.

Blowers

Mayor Martin said that the due date for the grant is January 19th. He has been in contact with Mr. Fletcher from Barton and Loguidice. They are looking at replacing the 2 blowers with 3 smaller energy efficient blowers. The granting agency assured us that if we get the information in to them, they will fill in the blanks for us and we are assured of getting this \$50,000 grant. Once the grant application is filled in, they will return it to us to submit for the grant. Trustee Gehrig asked the cost for filling in the grant. Trustee McFetridge said that there is no cost.

ADJOURNMENT

There being no further business before the board this evening, at 8:02 pm a motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to adjourn. All members present voted aye. Motion carried.