

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, April 6, 2015 at Halstead Hall commencing at 7:00 P.M.

PRESENT: George A. Rivers, Mayor
Brad M. Martin, Trustee
Arvil J. Moore, Trustee
Andrew P. Vincelette, Trustee
John A. Mott, Trustee

ALSO PRESENT: Jean M. LaBombard, Administrator
Arsene F. Letourneau, Treasurer
Brian S. Pelkey, PW Supervisor

RECORDING SECRETARY: Carol A. Hanfield, Village Clerk

CALL MEETING TO ORDER:

Mayor Rivers called the meeting to order and began with the Pledge of Allegiance to the Flag.

Clerk administered the Oath of Office to Arvil J. Moore and John A. Mott for each a (2) year term as Village Trustees.

PRESENTATION:

Mayor Rivers presented to former Trustee Joseph R. Treadwell a plaque from the Village thanking him for his service as a Trustee to the Village of Rouses Point.

COMMENTS FROM THE PUBLIC:

There were no comments.

MINUTES OF PREVIOUS MEETING:

Trustee Moore made a motion to approve the minutes of the regular meetings of March 16, 2015 and March 19, 2015 as presented; Seconded by Trustee Vincelette; AYE CARRIED

BILLS: VOUCHER NOS:

There were no additions or deletions. Trustee Moore made a motion to approve the list of bills as presented; Seconded by Trustee Vincelette; AYE CARRIED

CORRESPONDENCE:

The Clerk read a letter from John A. Mott notifying the Board of his resignation from the Zoning Board as a Member and Chairperson effective 04/06/15. Trustee Martin made a motion to accept his resignation; Seconded by Trustee Moore; AYE CARRIED

MAYOR RIVERS:

Mayor Rivers announced his Mayoral Commission Appointments. Trustee Martin made a motion to approve these appointments as presented; Seconded by Trustee Moore; AYE CARRIED (SEE ATTACHED)

Mayor Rivers announced his Mayoral Appointments. Trustee Martin made a motion to approve these appointments; Seconded by Trustee Vincelette; AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Procurement Policy. The Clerk stated that changes were made - Under the names allowed to make purchases Joseph A. Treadwell was removed and John A. Mott was added; Raymond Brunelle was removed and Aaron J. Babbie was added; and a word was changed from 'ennually' to annually at the bottom. Trustee Martin made a motion to accept the Procurement Policy as presented; Seconded by Trustee Moore; AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Investment Policy for the Village. Trustee Vincelette made a motion to accept the Investment Policy as presented; Seconded by Trustee Martin; AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Rules of Procedure for Public Meetings; Trustee Moore made a motion that there were no changes to the procedures; Seconded by Trustee Vincelette; AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Travel Policy. The Mayor stated that the only change is that the dinner amount is \$30 instead of \$24. Trustee Martin made a motion to approve the Travel Policy as amended; Seconded by Trustee Vincelette; AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Workplace Violence Prevention Policy & Incident Reporting. Trustee Moore made a motion to accept this policy as presented; Seconded by Trustee Vincelette; AYE CARRIED (SEE ATTACHED)

Mayor Baker presented the Schedule of Meetings for 2015-2016 stating that the meetings are held the first and third Monday of the month. There are some exceptions as if a holiday falls on the Monday then the meeting is held on the Tuesday. Trustee Vincelette made a motion to accept the Schedule of Meetings as presented and authorized the Clerk to publish the schedule in its' entirety; Seconded by Trustee Martin; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers presented for the Board's review the Fund Balance Policy which applies to all fund balances per fund. Fund balance is the total accumulation of operating surpluses and deficits since the beginning of the Village of Rouses Point's existence. Trustee Moore made a motion to approve this policy as presented; Seconded by Trustee Vincelette; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers presented the 'Internet and Acceptable Use Policy' which was created last year. Trustee Martin made a motion to approve this policy; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Baker read a resolution for the Reimbursement of Mileage at a rate of \$.42 per mile. A motion was made by Trustee Moore to approve this Resolution as presented; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes (SEE ATTACHED)

The Mayor presented a Resolution commending the accomplishments of Spencer Parsons Eagle Scout Achievement and asked the clerk to read in its entirety. Trustee Vincelette made a motion to approve this Resolution; Seconded by Trustee Martin; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers stated that the Board needs to look into Marina Owners being allowed to use the Village Streets for transporting the boats in the spring and fall. Trustee Martin made a motion to allow the Marina Owners to use the Village Streets during the spring and fall to transport their boats; Seconded by Trustee Vincelette; AYE CARRIED

Mayor Rivers stated that the Clerk needs to publish the Legal Notice for a Public Hearing on the 2015 – 2016 Tentative Budget on April 20, 2015. Trustee Moore made a motion to authorize the Clerk to publish the Legal Notice for a Public Hearing; Seconded by Trustee Vincelette; AYE CARRIED

Mayor Rivers requested permission for anyone wishing to attend the NYCOM Annual Meeting being held on May 3 – 5 and he said that he and the Administrator would like to attend. Trustee Moore made a motion to allow the Mayor & Administrator to attend this meeting; Seconded by Trustee Vincelette; AYE CARRIED

TRUSTEE MARTIN:

Trustee Martin made a motion requesting an Executive Session to discuss Public Works Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

Trustee Martin made a motion requesting an Executive Session to discuss Police Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

TRUSTEE MOORE:

Trustee Moore made a motion authorizing Bryon Gelineault; Dan Guay; Adam Menard; Kim Bennet; John Bernard & Heath Cardin to attend a Northern New York Water Works Conference on April 22nd; This is for training for the Water Plant Operators and Class D Certification for the others. They will be using the Village vehicle and maybe a second vehicle for this training; Seconded by Trustee Martin; AYE CARRIED

TRUSTEE VINCELETTE:

Trustee Vincelette requested that the Board hold another Budget Workshop. He would like to review the Tentative Budget further. The Board decided to hold this Budget Workshop on Monday, April 13, 2015 @ 6:00 p.m. at Halstead Hall.

OTHER REPORTS:

TREASURER LETOURNEAU:

The Treasurer wished to remind the property owners that April 30th is the deadline to pay any unpaid water and sewer rents as at that time they will be applied to their taxes.

The Treasurer announced that the Environmental Facilities Corporation (EFC) is undertaking a refinancing initiative on behalf of the municipalities that have funded project through the State Clean Water and Drinking Water Revolving Funds (SRF) as part of series 2005B. These are sewer bonds which are non-callable and given current market conditions, this refunding will not result in any net debt service savings for Bond Series 2005B. He then asked the Board for their permission to execute the agreements to move forward. Trustee Martin made a motion to allow the Treasurer to sign the Closing Certificate and Supplemental Agreement to complete this transaction; Seconded by Trustee Moore; ROLL CALL VOTE Aye Carried

CODE ENFORCEMENT OFFICER:

Code Enforcement Officer, Clifford Sterling, stated that there are a few sections in the law that need to be amended. For example under Section 12-41 on the weight limits for streets, they do not match what is posted. On Chapman Street from Maple to Delaware the posted sign says 5 ton and from Delaware to Maple it says 10 ton. Under Section 50-3 it is required that the Marinas notify the Village Clerk of their mooring slips and in talking to both Mr. Mott and Mr. Treadwell this has not been done in a long time and it should be removed from the Code. This is to determine the required parking spaces.

Mr. Sterling stated that it was brought to his attention last week that Mr. Treadwell had told him to put a Stop Work Order on the building on Montgomery Street and that this was a false statement. He then continued to give information regarding the Stop Work Order and what actually took place. (SEE ATTACHED)

PWS PELKEY:

PWS Pelkey stated that he would like get the Board's permission to do something with the pillar at 300 Lake Street, it is going to fall over. He stated that there was an incident this weekend with a wall falling on State Street. There was a 30 day letter sent out, within 30 days the pillar could be removed. He asked for permission to go over tomorrow and remove the pillar. Mayor Rivers said that he spoke to the Attorney today and the owner is selling the place. Brian said that he will take it apart piece by piece and put it on a pallet so it can be put back together. Trustee Moore requested that pictures be taken. Clifford said that the Board already approved that it come down. Trustee Moore made a motion to remove the pillar and place it on a pallet. Seconded by Trustee Martin; Mayor Rivers suggested that Brian keep track of this time and everything else required to remove the pillar as it will be placed on his taxes. AYE CARRIED.

Mr. Treadwell asked about diving on the Village waterlines once the ice was out. He said that if the Village wants to get it set up with the diver that he will supply his tow boat

because it is all open water by the Village intake. He asked for a date and time. The Administrator said that she is waiting to hear back from Doug Ferris on this.

OPEN MEETING TO THE PUBLIC:

Ben Arno, 104 State Street, asked for copies of the minutes of March 16th and March 19th. He also asked how much has been spent on attorney fees from January to April. The Treasurer requested that his request be put in writing. Ben then asked how many people have been hired full time since the first of the year and was told by Trustee Martin that Patty was the only one hired full-time.

Tim Pinsonneault, owner of property in Rouses Point, asked the Mayor about the increase in water and sewer rents if they are going to be hit all at once or is it going to be pro-rated. The Mayor said that the water and sewer rents were discussed in the budget meeting and there will be a tentative increase of \$3.00 for each in this budget. Mr. Pinsonneault asked the Mayor when he will know what the increases will be. The Mayor said that this budget was done without the income of Pfizer. Mr. Pinsonneault continued to ask questions about the rates and also the amount of employees in the water plant and how to cut back on the employees in that department. The Board continued to explain the status of the water plant. Discussion followed.

RECESS:

Trustee Moore made a motion to go into recess at 7:44 p.m.; Seconded by Trustee Martin; AYE CARRIED

Trustee Martin made a motion to go into Executive Session at 7:50 p.m.; Seconded by Trustee Treadwell; AYE CARRIED

EXECUTIVE SESSION:

No action taken during Executive Session to discuss Police Personnel.


No action taken during Executive Session to discuss Public Works Personnel.

Trustee Martin made a motion to go back into Regular Session @ 8:24 p.m.; Seconded by Trustee Moore; AYE CARRIED

ADJOURNMENT:

Trustee Martin made a motion to adjourn at 8:24 p.m.; Seconded by Trustee Vincelette; AYE CARRIED

Respectfully Submitted;



Carol A. Hanfield
Village Clerk