

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

**PRESENT:** George A. Rivers, Mayor  
Brad M. Martin, Trustee  
Arvil J. Moore, Trustee  
John A. Mott, Trustee  
Joseph R. Treadwell, Trustee

**ALSO PRESENT:** Jean M. LaBombard, Administrator  
Arsene Letourneau, Treasurer  
Brian S. Pelkey, PWS  
Clifford Sterling, CEO

**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.

Mayor Rivers asked for a Moment of Silence stating that 74 years ago today Pearl Harbor was bombed.

**PRESENTATION:** Mr. Donald Fletcher, Vice President of Barton & Loguidice, and Bryce Dingman of their Plattsburgh Office were present to address the Board on the upgrades at the Water Plant. Mr. Fletcher said they wanted to talk to the board about the condition and status of the Water Plant and what can be done with it.

Mr. Fletcher stated that the plant was built in the early 60's, has some upgrade ability that would be very labor intensive and has five (5) full time Water Operators on staff. He has worked with the Mayor, Staff and Administrator talking about different options and what can be done. The source of water is not a problem; the tank was built in 2003 and the distribution system is not in too bad of shape but the Water Plant itself is the main concern.

He explained that the next step is to move forward on what needs to be done. The existing plant could be redone with new technology or build a new water plant at the water tower. The Zebra Mussel building in the back has vaults in the ground so pumps could be moved into that building to pump the water up to the Water Tank. They have looked in the past at sand filtration which is used in Vermont and also used in other communities in New York. It would work very well with the Village water quality. That equipment would go into a new location at the Water Tower.

Trustee Treadwell asked about sand filtration systems and an automated system which would cut down on five (5) full time employees. Mr. Fletcher said that it will be looked into and with a plant this size (400-500,000 gallons per day) five (5) operators is very unusual. It would not be unusual for a system of this size with the controls being done by phone or

even a laptop computer to be run from home, to have only two (2) operators. Discussion followed.

The Board now needs to decide what they want to do. If they want to move forward then they need to make a decision by the end of January or February. At that time B & L will do the Study that is required and then apply for the grant money. Discussion followed.

Mr. Fletcher reviewed the funding that is available for this type of project. He stated that CFA, DOS and the Economic Development are normally grants that are due in July and the EFC in August or September. The Study would have to be done a couple of months ahead of time before applying for funding. The Village can put a good size band aid on the present system which would be very costly and not be able to use if for the long term. Trustee Treadwell asked about the cost to do this Study. Mr. Fletcher said he did not have an amount yet. He said he will investigate the possibility of funding to conduct a feasibility study for a sand filtration plant and get back to the Board. The Board agreed to look into this study being done.

#### **COMMENTS FROM THE PUBLIC:**

There were no comments.

#### **MINUTES OF MEETINGS:**

Trustee Martin made a motion to accept the minutes of the Regular Meeting of November 16, 2015; Special Meetings of November 25, 2015; and December 3, 2015 as presented; Seconded by Trustee Moore; AYE CARRIED

#### **BILL                      VOUCHER NOS:    14003 – 14071            \$234,170.53**

Trustee Moore made a motion to approve the bills as presented; Seconded by Trustee Treadwell; AYE CARRIED

#### **CORRESPONDENCE:**

The Clerk read a letter notifying the Board of her resignation as Village Clerk, Registrar, Zoning Board Secretary & Planning Board Secretary effective immediately and will continue to work in capacity as a Senior Typist until her retirement in January. Trustee Martin made a motion to accept the Clerks notice of resignation/retirement with regrets; Seconded by Trustee Moore; AYE CARRIED Mayor Rivers thanked Mrs. Hanfield for her service.

#### **REPORTS FROM THE MAYOR AND BOARD:**

##### **MAYOR GEORGE A. RIVERS:**

Mayor Rivers stated that he appointed Donna Boumil to the position of Village Clerk at the Special Meeting held on December 4<sup>th</sup>. He said he wished to appoint Donna Boumil to the positions of Registrar, Zoning Board Secretary & Planning Board Secretary to fill the unexpired terms of Carol Hanfield. Trustee Martin made a motion to approve these appointments; Seconded by Trustee Treadwell; AYE CARRIED

Deputy Clerk Jean LaBombard then administered the Oath of Office to Donna Boumil as Village Clerk; Registrar; Zoning Board Secretary and Planning Board Secretary. The Mayor welcomed Donna.



Mayor Rivers reminded everybody that IEEP is giving away two (2) LED light bulbs. You are to bring in your December bill and you will receive your bulbs.

Mayor Rivers presented a 'Rouses Point Gateway & Wayfinding Signs (C031536) Capital Project Fund Close Out Resolution' and the Treasurer read the Resolution in its entirety'. Trustee Martin made a motion to approve this Resolution; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers reminded everyone that a mandatory 'Workplace Violence & Harassment' training will be held this Wednesday, December 9, 2015 in two sessions 8:00 a.m. and 10:00 a.m.

Mayor Rivers announced that IEEP is willing to pay for half of a new Utility Billing Software Program. Treasurer Letourneau stated that IEEP has committed \$15,000 towards a new Software Program. It will be a much more user friendly program. Our present program is 15 years old. Trustee Martin made a motion to allow IEEP to purchase half of this software; Seconded by Trustee Treadwell; AYE CARRIED

Mayor Rivers stated that IEEP is willing to pay for new LED lighting at the Sewer Plant. IEEP went out for three quotes and Green Mountain Electric of Plattsburgh bid \$19,638.36. Mayor Rivers said that IEEP will purchase the lighting and the Village crew will install it. Trustee Moore made a motion to allow IEEP to proceed with purchasing this lighting for the Sewer Plant; Seconded by Trustee Martin; AYE CARRIED

**TRUSTEE MARTIN:**

Trustee Martin requested an Executive Session to discuss Civic Center Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

Trustee Martin requested an Executive Session to discuss Stage Issue; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

Trustee Martin said that he along with the Fire Chief and others went to Pennsylvania to look at a used fire engine to replace the 1967 engine they have now. Fire Chief Mike LeBlanc stated that the truck is good shape as it is a 1994 Engine with a lot of our wish list on it. It has a stainless steel body and was manufactured by Four Guys which we have dealt with before. Their price was \$60,000 and we were able to get them down to \$50,000 so we got \$10,000 off the asking price.

Trustee Martin asked if John Bernard could be allowed to go to Pennsylvania to look over this truck. Mike said he is not a mechanic but would feel more comfortable if the truck was looked at by a mechanic. Discussion followed.

Trustee Martin made a motion to allow John Bernard and one other person from the Fire Dept. to go to Pennsylvania to look over this vehicle; Seconded by Trustee Moore; AYE CARRIED

Trustee Martin requested an Executive Session to discuss Codes Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

**TRUSTEE MOORE:**

Trustee Moore had nothing to report.

**TRUSTEE MOTT:**

Trustee Mott said he would like to authorize Brian, Jason & Eric to attend the Electric Department Safety Training Program. The Mayor said it cost \$1800. Brian said that he thought that this should be looked into as it was not feasible and why would you send a teacher to the school that he taught one time when they came here to pull in underground cable. He said he fulfills all requirements of this title. With his 32 years of experience to change policies mid-stream. He does all the required training. He said it was insulting to him that they want to change policies mid-stream. He said he is in a position that he is in a position that he feels he is well qualified for. He said he feels it is a head hunt and asked for an Executive Session to discuss this.

The Administrator said that this was discussed earlier in the day and she said that she didn't know if there were any other workshops available. Brian said there are engineering workshops that he sends his guys to because they need to train. He said that he has proved himself to everybody and he is being questioned for everything he does.

Trustee Moore requested an Executive Session to discuss Electric Personnel; Seconded by Trustee Treadwell; ROLL CALL VOTE All Ayes

**TRUSTEE TREADWELL:**

Trustee Treadwell reported on the ramp at the Library stating that at the last meeting they had only received one quote and have since received two other quotes. Jefford's Steel from Plattsburgh bid \$10,500 just for the ramp. The weight of the steel on this quote is more for residential than commercial and is not installed; Stan Jesberger from Alburg, bid on the ramp with installation for \$14,500 (this is for commercial grade aluminum with handrails) and Frank Duquette came in with a commercial grade system at \$25,000 without installation, bidding on a different type of anchor system installed other than what was requested. Discussion followed.

Trustee Mott made a motion to award the quote to Stan Jesberger in the amount of \$14,500 with installation of the commercial grade aluminum frame for the ramp with the Village supplying the decking; Seconded by Trustee Moore; AYE CARRIED

Trustee Treadwell requested an Executive Session to discuss Library Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

**OTHER REPORTS:**

Carol Hanfield thanked everyone involved with the Parade of Toys on Friday night. There was about 100 children which we have never had. The tree and everything was just beautiful.

**ADMINISTRATOR LABOMBARD:**

Administrator LaBombard also wished to thank everyone involved with the decorating in the Village. There were a multitude of people involved and everything is just beautiful.



The Administrator also thanked Carol Hanfield for all she has done since she came on board. She is a wealth of information that can't be replaced anytime soon. We have had to work very closely together.

**TREASURER LETOURNEAU:**

Treasurer Letourneau asked the Board for an Executive Session for Administrative Personnel. Trustee Treadwell made a motion requesting an Executive Session to discuss Administrative Personnel; Seconded by Trustee Martin; ROLL CALL VOTE All Ayes

**CODE ENFORCEMENT OFFICER:**

CEO Clifford Sterling also thanked Carol for all of her help with Codes. She has been very helpful.

**COMMENTS FROM THE PUBLIC:**

Ben Arno, 104 State Street asked why the Village Entrance Signs were taken down. Mayor Rivers said that they were removed because the gold lettering needs to be redone. Mr. Arno asked how much it was going to cost. Mayor Rivers said someone will bring them to Burlington to meet the sign guy. He said he asked him why they are damaged and he explained that the road salt and sand has removed the gold leaf lettering. Discussion followed.

Mr. Arno said that Mr. Pelkey as a supervisor should not have to go to Safety School. He said that he is going to retire. The Village better look into this. Trustee Martin said that he appreciates what Brian Pelkey does.

**RECESS:**

Trustee Moore made a motion to take recess @ 7:44 p.m.; Seconded by Trustee Martin; AYE CARRIED

Trustee Martin made a motion to go into Executive Session @ 7:47 p.m.; Seconded by Trustee Treadwell; AYE CARRIED

**EXECUTIVE SESSION:**

No Action was taken during Executive Session regarding Library Personnel  
No Action was taken during Executive Session regarding Stage Committee Issue  
No Action was taken during Executive Session regarding Electric Personnel  
No Action was taken during Executive Session regarding Civic Center Personnel  
No Action was taken during Executive Session regarding Codes Personnel

Trustee Martin made a motion to go back into Regular Session at 9:29 p.m.; Seconded by Trustee Treadwell; AYE CARRIED

**REGULAR SESSION:**

Trustee Martin made a motion to send Eric Miller and Jason Juneau to the 2016 Safety Training sponsored by MEUA; Seconded by Trustee Treadwell; AYE CARRIED

Trustee Moore made a motion to increase the salary of Carol A. Hanfield \$3.83/hour from December 1<sup>st</sup> to January 18<sup>th</sup>. This salary increase is because Carol had to resign from her

position as Village Clerk, Registrar, Secretary to the Planning and Zoning Boards before Donna Boumil could be appointed to those positions; Seconded by Trustee Martin; AYE CARRIED

**ADJOURNMENT:**

Trustee Moore made a motion to adjourn at 9:33 p.m.; Seconded by Trustee Martin; AYE CARRIED

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Donna J. Boumil". The signature is fluid and cursive, with the first name "Donna" being more prominent than the last name "Boumil".

Donna J. Boumil  
Village Clerk