

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, February 23, 2015 at Halstead Hall commencing at 7:00 P.M.

**PRESENT:** George A. Rivers, Mayor  
Brad M. Martin, Trustee  
Joseph R. Treadwell, Trustee  
Arvil J. Moore, Trustee  
Andrew P. Vincelette, Trustee

**ALSO PRESENT:** Jean M. LaBombard, Administrator  
Arsene F. 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.

Legislator Harry McManus stated that since his last visit he has raised about \$220,000 towards the match for the Recreational Trail (Bike Path). He can't say what the match is going to be until we go out to bid but he has secured about \$1,330,000 and there is more money out there. He is not guaranteeing all the money for the match but he said that the amount of the match has gone from about \$86,000 to \$26,000 for each entity over a three year period. Discussion followed.

Mr. McManus then explained how the DOT Grants work. You cannot guarantee a finite number at the end of the process and you cannot say that you will vote not to exceed a certain number as you agreed to the project. There will be two designs to be bid on. One will be off-road which will be more expensive than the other on-road design. He said he prefers the off-road design which is the preferable route. He is hopeful that he will raise all the money but he can't guarantee that this is going to happen. Discussion followed.

Trustee Vincelette addressed the \$100,000 from the Waterfront Grant that was going to be used for the purchase of the D & H parking lot from the CP and to do the landscaping and it is his understanding that the \$100,000 is the new way to get the cost of the trail cut down as we put this money into this project. Mr. McManus said that what has happened is the County has agreed to do some of the work for us. We can't use in-kind services to match. The County will do the engineering for the landscaping and the paving at the museum with the cost being about \$26,000 for asphalt.

Trustee Vincelette said that the original plan was to do tiling; seeding; drainage; water proofing the basement and putting clips on the roof. Mr. McManus said that this was a County grant which the Village had for the museum. The amount of \$140,000 was leftover in that grant to finish things up, most going to the finishing of the parking lot. He asked

where we were on the acquisition of the parking lot. Trustee Vincelette said the appraiser was at the museum today and will have the appraisal finished within a week. Discussion followed.

Mr. McManus said that he believes there is more money available for this project. Another waterfront grant has already been secured for us for \$50,000. He thinks the monies are there but he cannot give us an iron clad guarantee. The Village will end up with a Multi-Use Recreational Trail connecting the two Villages for a nominal fee or a zero fee. Trustee Moore asked if the \$26,000 would come out of the general fund and was told yes by the Treasurer. Mr. McManus asked that the Board vote on this this evening as this is the last meeting of the month and he intends to go and secure the rest of the funding for the Town of Champlain. Discussion followed.

Trustee Treadwell asked what would happen if the Village chose not to do this. Mr. McManus said that the potential would be to leave \$1.5m on the table and he said that the people that give grants tell him that if you submit letters for support and get a grant and then turn the grant back that this impedes the ability of getting future grants. This is a factor that the Village needs to consider in doing this. If he was asking each entity to come up with \$100,000 bonded over 20 years each he would see concern but seeing that he has been able to accumulate enough money to knock the amount down significantly he believes it will be at zero or close to zero before this is done. The Villages are in better position than the Town because you have a surplus this year and then two more taxing years to try to put this money away. We will know after it has been designed and then bid on what the cost will be. There are two more cycles of waterfront grants the following year and another cycle of Parks and Rec grants, so we have two more cycles to go through to raise more money for this and he believes it is doable.

Trustee Treadwell asked if the Board votes to do this when would we have to start applying money. Mr. McManus said it will probably be 2017 before any construction money has to be applied. There is enough money to start the design phase which is probably around \$200,000. By that time we will have secured enough money. 80% of the money left of the 1.3m will go towards construction and our share will be 6.6% of what is left.

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

Tom Batha, 75 Montgomery Street, expressed his concern about the Recreational Trail. He explained the past record of the Village on a grant like this not knowing what the final cost is. He asked for a map of the trail which was given to him and asked how much is being built in Rouses Point. He asked about the design and if there was going to be any construction in Rouses Point and was told by Ben Arno that the construction will be from Delaware Street to the Round House. Mr. Batha said that before he would vote on an open end budget he would want to know how much is being spent in the Village. He also said that he doesn't understand why the project is being divided by thirds when 90% is in the Town of Champlain. Mr. McManus said that there are a number of methodologies that can be used. One is the square footage inside the villages and the other is who is going to use it. The people from the Villages are the ones that are going to use it. He thinks an assessment method may be better. He said that they started this a couple of years ago with each giving \$5000 which the Town has already installed .8 miles on Prospect Street. Mr. Batha said he was not happy with what has been installed already and discussed the size of the trail. Discussion followed.



Steve Merchant, Stage Committee, asked permission to use the Civic Center on Thursday nights from July 9<sup>th</sup> – August 27<sup>th</sup> to hold the concerts in the event of bad weather. He also asked if the Board would allow the Village to put up the digital sign. Trustee Vincelette said that he spoke to Brian Pelkey and he said that he could. He also explained that it could not go on the fire station poles because of the weight of the sign. Brian said it could be put up in the front here and he will run the power. Steve explained that the two signs are 250 lbs. each and they connect together. They are drilled so you put the bolts in and attach the sign to the frame work. If a problem with it the front unlatches and the parts can be sent out if needed. There is a four year warranty.

Trustee Vincelette said that this sign is half the price of any quote we have. This is a good quality sign. As far as the issue of parking a concrete basin will be installed around it. The width at the bottom is the size of the pole. Steve said he got a couple of quotes and the sign is either 3' x 6' or 4' x 7'. The sign is being paid by the benefits they have. Discussion followed.

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

Trustee Martin made a motion to accept the minutes of the regular meeting of February 2, 2015 and special meeting of February 11, 2015 as presented; Seconded by Trustee Moore; AYE CARRIED

#### **BILLS:      VOUCHER NOS: 20338 – 20388      \$323,923.07**

The Treasurer stated there were two additions to the list of bills - New York Power Authority in the amount of \$98,089.79 – monthly bill; and New York Power Authority in the amount of \$3,755.31 – insulation program. Trustee Moore made a motion to pay the bills as amended; Seconded by Trustee Vincelette; AYE CARRIED

#### **CORRESPONDENCE:**

The Clerk read a letter from Andy Ancil notifying the Board of his official resignation from the Village of Rouses Point being February 20, 2015. Trustee Martin made a motion to accept Andy's resignation with regrets; Seconded by Trustee Treadwell; AYE CARRIED

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

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

Mayor Rivers presented an Election Resolution naming the Candidates nominated to Office. The Clerk read the Resolution in its entirety. Trustee Martin made a motion to approve this Resolution; Seconded by Trustee Vincelette; ROLL CALL VOTE    All Ayes  
(SEE ATTACHED)

Mayor Rivers presented the Resolution on the Northern Tier Multi-Use Plan and asked the Board what their pleasure was. Trustee Martin made a motion to authorize the Mayor to sign the Agreement for the Northern Tier Multi-Use Plan; Seconded by Trustee Moore; ROLL CALL VOTE    (4) Ayes    (1) Nay – Trustee Moore. (SEE ATTACHED)

The Mayor stated that he wished to appoint John Cooper as Chairperson and Tom Batha as Vice-Chairperson of the Planning Board. Trustee Treadwell made a motion to approve these appointments; Seconded by Trustee Vincelette; AYE CARRIED

Mayor Rivers announced that the 2015 New York State Legislative Forum is being held on Friday, March 6<sup>th</sup>, 2015 at the Holiday Inn in Plattsburgh. Mayor Rivers said that he and the Administrator would like to attend along with anyone else. The cost is \$20 per person. Trustee Treadwell made a motion to allow two (2) to attend this Breakfast; Seconded by Trustee Vincelette; AYE CARRIED

Mayor Rivers announced that the 57<sup>th</sup> Annual St. Patrick's Day Breakfast will be held on Tuesday, March 17<sup>th</sup> @ 7:30 a.m. at PSUNY Angell Center Ballroom and that he and the Administrator would like to attend. The cost is \$25 per person. Trustee Treadwell made a motion to allow the Mayor and Administrator attend this Breakfast; Seconded by Trustee Moore; AYE CARRIED

Mayor Rivers said that the Board was presented the Sale and Disposition of Village Owned Personal Property Guidelines. The Administrator stated it was provided as information from our Attorney and no one has had a chance to review it. The Board chose to postpone discussing this until the next meeting.

Trustee Treadwell stated that there were no bids received for the S-10. The Board decided to keep the bidding on the S-10 open for one more week. Sealed bids are to be dropped off to the Clerk at the Village Office.

**TRUSTEE MARTIN:**

Trustee Martin stated that the Board has to make a decision on the tree in front of the Civic Center. We need to either trim it up 6' or cut the tree down. Trustee Treadwell made a motion to trim the tree 6' up; Seconded by Trustee Moore; AYE CARRIED

**TRUSTEE TREADWELL:**

Trustee Treadwell made a motion to request an Executive Session to discuss Electric Personnel; Seconded by Trustee Moore; ROLL CALL VOTE All Ayes

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

Trustee Treadwell received from Justice John LaBonte a request that an Annual Audit be done on the Justice records. Trustee Treadwell made a motion authorizing Treasurer Letourneau to do this Audit; Seconded by Trustee Vincelette; AYE CARRIED

Trustee Treadwell discussed the hiring of a part time /full time or/ transfer of a police officer and made a motion that the Clerk advertise for these positions. Trustee Vincelette addressed the grant available to train and hire a full time police officer. He said that he spoke to Officer Bechard about doing this grant and Scott said that he is not able to do it and that before him they could not do it either. Officer Bechard will contact Plattsburgh PD as they have applied for this grant three times before. He will get back to the Board. Discussion followed and the Board decided to hire only part-time at this time. Trustee Treadwell made a motion to authorize the Clerk to advertise for a part-time police officer; Seconded by Trustee Moore; AYE CARRIED



**TRUSTEE MOORE:**

Trustee Moore reported on the status of the Rouses Point EMS. He stated that it is getting to the point where there are no volunteers. They had 32 ambulance calls in January and had to call in mutual aid. They have the same 6-7-8 people answering the calls. It was discussed at the meeting the other night the idea of contracting with Champlain EMS or turning it over to the Town of Champlain. He said that they are going to have a sign-up sheet asking volunteers to sign up for when they are available for nights. Trustee Martin said that they are just not getting the volunteers coming into the fire service who want to be members of the EMS. Trustee Moore said that they are going to give it a month and then they will move forward. Discussion followed.

**TRUSTEE VINCELETTE:**

Trustee Vincelette discussed the request for a Dog Park and asked if there were any thoughts as to where one could be put. He mentioned the property by the water tower and up by the sewer plant. Trustee Vincelette said that the people asking for this are willing to come up with the money for a fence, seeding, trees and dog stations. There would be no cost to the Village just supply the land. Mayor Rivers suggested that the Sportsman Club be looked at. If someone buys a membership it would allow them to bring their dogs down there. They could run and swim. Trustee Treadwell agreed that if these people are willing to provide for this dog park they could check with Cody O'Brian about investing into it at the Sportsman Club.

Trustee Vincelette said that Mary Racicot from the Historical Society spoke to him about shelving being put around the station for displays. Melissa McManus said that what was allocated was \$25,000 for start-up and that has already been exceeded. The shelving cost is \$6,386.30. He is going to check with the Historical Society to see if they want to pay for this. Ben Arno said that the shelving is just for the front part of the building. Discussion followed.

Trustee Vincelette said that he picked up the sign for the D & H in White River Junction last week. It is now at the office building but will be moved up to the D & H Building.

Trustee Vincelette brought up the sign at the Civic Center and asked Steve Merchant from the Stage Committee to tell us the upcoming events. Steve said providing the insurance is okay, on April 24<sup>th</sup> there will be a Surprise Bingo at the Alburg Fire Dept.; on September 16<sup>th</sup>, Walker International wants to come and set up a Circus 'Under the Big Top' on the side of the Civic Center. They want to come in the morning of the 16<sup>th</sup>, set up for that night and then by morning they will be gone. They will be responsible for everything. They have been here before and there has never been a problem.

Trustee Treadwell asked what the insurance being okay was about and Steve explained that the Stage Committee is covered under the Village insurance as volunteers and the Alburg Fire Dept. asked if they could be a rider on our policy just for the three hour Surprise Bingo. He then received an email from the insurance company that this was questioned. The Clerk said that she had questioned why they would want to be put on as a rider. The Insurance Agent is checking into this and she does not believe there will be a cost. She explained that if anyone fell, the Village could be held responsible and that is what was questioned. We are waiting to hear from our insurance.



Steve said his son will be coming in September for a concert and is going to ask NCCS students to perform with him. There will be a fee for this.

Trustee Treadwell asked about the sign again and the cost. Steve said the sign is \$8999. The sign from West Chazy was over \$14,000 but that included the installation also. This sign is being purchased directly from the manufacturer. Scott said that the volunteers will be shown how to operate it the sign. Steve addressed the use of the sign and discussed a fee for people who want to put something on the sign that have not donated towards the sign. Clifford Sterling, CEO, asked that it be kept in mind that there cannot be any flashing or moving signs.

Trustee Vincelette made a motion to allow Walker International Events, Inc. to hold a circus on the Civic Center property on September 16<sup>th</sup>; Seconded by Trustee Treadwell; Steve Merchant said he spoke to Linda Fredette about soccer and she was fine with the date as they have the soccer tournaments on the weekends. Steve also said he spoke to Cody O'Brian about the location and Cody felt it could be next to the tennis courts. Clifford Sterling stated the Circus has to apply for an Operational Permit to hold this event which is now required. Trustee Vincelette stated that Steve also made note about reserving the stage for Thursday nights from the 2nd week in July to the end of August to cover their shows and use of the Civic Center in bad weather and included that in his motion; AYE CARRIED

Trustee Vincelette stated that one of the two sidewalk plows is down and will be costly to fix. . This will be looked into replacing during budget time. It is not worth putting money into the 2<sup>nd</sup> one because it is too old. Trustee Treadwell asked PW Pelkey about the piece of equipment with the V plow that they looked at last year that was much less and if that was still an option. Brian said that the 1985 has been broken and we have put a lot of money into that through the years and would like Arsene to get a figure on repairs. In order to buy a new trackless one it will cost about \$140,000. The articulating ones are around \$60,000. We need address this during the budget preparation.

Trustee Vincelette addressed the crosswalks being repainted and the streets specifically Maple Street that need to be striped in the Village. Brian is going to find out what we can get done free from the County and what we would have to pay for prior to our budget. Discussion followed.

Trustee Vincelette stated that Donna Boumil is working on several grants. She has written three grants to offset the cost of story times including 'Take a Bite out of Books'. The construction grant is still pending. We will know more in May or June whether it is going to be approved or not. Trustee Treadwell asked about the ramp and stated that we voted it being installed if we got the grant. Trustee Vincelette thought that the ramp was already being built. Discussion followed.

The 'Take a Bite out of Books' grant there are already 37 children in grades 5-7 that have already registered for this program. The Friends of the Library will be sponsoring the Easter Egg Hunt on March 28<sup>th</sup> at 10:00 a.m. here at the Civic Center. Donna also started 'Labels for Education' which are the UPC labels to be accepted at the Village Office or Library. These will help to offset the cost of supplies. There is a page of the products that have these UPC labels on them available at the Library and Village Office. Donna will be attending 'The Early Childhood Literacy Asset Analysis Training' will be held with 30 other libraries on March 10<sup>th</sup> & 11<sup>th</sup>.

Trustee Treadwell asked Brian Pelkey the status of the ramp and if John Bernard has started to build it yet and was told no. Trustee Vincelette said that at the last meeting it was stated that everything was all drawn up and ready to start. The Administrator said that she spoke to John the other day and he has the list all configured to order but with the weather and other things going on this has not been done yet but is on task. Trustee Treadwell thought that we agreed that we were not going to do this if we did not get the grant money and asked the Treasurer if we had the money for this. The Treasurer said that he wasn't sure how much it was going to cost because there have been so many variations. The Administrator said that she was not able to give an actual amount. The Treasurer said that there is \$4000 budgeted in the General Fund. Discussion followed.

## **OTHER REPORTS:**

### **ADMINISTRATOR LABOMBARD:**

Administrator LaBombard gave an update from the last meeting about concern with the water plant compliance and their certifications and water licenses. They are in compliance and their certification testing will be completed shortly.

The initiative to bring Pro-Hockey to Rouses Point is still on the way. There is a conference call held on Wednesday with potential investors and she will continue to let everyone know information as it is available.

### **PWS BRIAN PELKEY:**

Brian Pelkey stated that as noticed on the news there are many water issues. They are finding that as people are not using their water, some from being gone for the weekend, when they come back their water is frozen. We are averaging at least two a day. We need to get on board with the other municipalities and ask residents to let your water trickle to stop the water from freezing. Discussion followed.

### **OPEN MEETING TO THE PUBLIC:**

Ben Arno, 104 State Street, announced that the Fire Dept. is having an Open House for their 125<sup>th</sup> Anniversary on April 25<sup>th</sup>. They will be having fire truck rides and other things going on that day.

### **RECESS:**

Trustee Moore made a motion to go into recess @ 8:27 p.m.; Seconded by Trustee Martin; AYE CARRIED

Trustee Moore made a motion to go into Executive Session @ 8:33 p.m.; Seconded by Trustee Martin; AYE CARRIED

### **EXECUTIVE SESSION:**

No Action was taken during Executive Session regarding Electric Personnel

No Action was taken during Executive Session regarding Public Works Personnel

### **REGULAR SESSION:**

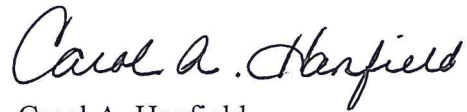
Trustee Moore made a motion to go back into Regular Session at 9:38 p.m.; Seconded by Trustee Martin; AYE CARRIED

Trustee Martin made a motion to authorize the Clerk to advertise for a full time Line Supervisor for the Electric Department; Seconded by Trustee Vincelette; AYE CARRIED

**ADJOURNMENT:**

Trustee Moore made a motion to adjourn at 9:39 p.m.; Seconded by Trustee Martin; AYE CARRIED

Respectfully Submitted,

A handwritten signature in cursive script that reads "Carol A. Hanfield".

Carol A. Hanfield  
Village Clerk