

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, January 5, 2015 at Halstead Hall commencing at 7:00 P.M.

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

ALSO PRESENT: Jean M. LaBombard, Administrator
Arsene F. Letourneau, Treasurer
Brian S. Pelkey, PWS
Clifford Sterling, Code Enforcement Officer

ABSENT: Arvil J. Moore, Trustee

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.

COMMENTS FROM THE PUBLIC:

No one chose to address the Board.

MINUTES OF MEETINGS:

Trustee Martin made a motion to accept the minutes of the regular meeting of December 15, 2014 as presented; Seconded by Trustee Vincelette; AYE CARRIED

BILLS: VOUCHER NOS: 20194 – 20234 \$78,285.76

The Treasurer stated there were no additions or deletions. Trustee Vincelette questioned some of the bills listed like a bill for a refrigerator; janitorial supplies and other items. He stated that he has spoken to the Administrator about having some accountability. The Administrator explained about centralizing the purchasing so that instead of every entity buying their own supplies we could buy cases of for example cleaning solutions or whatever the product in bulk and be able to get a volume discount by ordering from a distributor instead of buying for example cleaning supplies individually. Discussion followed. Trustee Treadwell made a motion to pay the bills as presented; Seconded by Trustee Vincelette; AYE CARRIED

CORRESPONDENCE:

The Clerk stated that she received by Certified Mail a Notification from Rouses Point Beer Emporium of their intent to apply for their Liquor, Wine & Beer License and that there is other information listed that Code Enforcement Officer Clifford Sterling explained. He stated that they are requesting to put a few small tables outside the door for the summer time not going past where the ice machine is now. It will be roped in so that people sit out with open wine containers purchased from inside the store like what they do in Plattsburgh and Burlington. Trustee Treadwell asked if there was enough room on the sidewalk for this. Clifford thought that there should be plenty. He said he is being told that it is just going to be for 4 – 6 people. Trustee Treadwell didn't want this to be a complaint from the public.

He asked if their place has a juke box now as they are applying for one. This will be looked into further. Discussion followed.

The Clerk stated that she received from Angelo's Pizza and Grill a notice of the intention of Kefalas Enterprises Inc. DBA Angelo's Pizza and Grill to renew their liquor license from March 1, 2015 – February 28, 2017.

The Clerk read a letter from Thomas V. Laundrie officially notifying the Board of his retirement effective December 19, 2014. Trustee Vincelette made a motion to accept Tom's retirement; Mayor Rivers added with regrets; Seconded by Trustee Martin; Trustee Treadwell stated that he talked to Tom to make sure that he was doing this on his own and he said that he went Christmas shopping with his wife and decided that it was time for him to retire so this was his decision and not someone else. AYE CARRIED

The Clerk read a letter from the Rouses Point Fire Dept. requesting permission to apply for two (2) grants. One is a 2014 FEMA Fire Act Grant in the amount of \$53,900 for the purchase of a turn out gear Washer/Extractor, turn out gear dryer and EMS turn out gear. This grant requires a match of 5% of the grant amount of \$53,900. The Federal share is equal to \$51,344 and the Village share equal to \$2,566. The second Grant is also the 2014 FEMA Fire Act Grant in the amount of \$330,000 for the purchase of a new Fire Engine. This Grant requires a match of 5% of the grant amount of \$330,000. The Federal share is equal to \$314,286 and the Village share is equal to \$15,714. Trustee Martin made a motion to allow the Fire Department to submit these grants; Seconded by Trustee Vincelette; AYE CARRIED

REPORTS FROM THE MAYOR AND BOARD:

MAYOR GEORGE A. RIVERS:

Mayor Rivers requested authorization to sign the Agreement with the CSEA. Trustee Martin made a motion allowing the Mayor to sign the Agreement with the CSEA; Seconded by Trustee Treadwell; ROLL CALL VOTE All Ayes

Mayor Rivers asked permission to attend with the Administrator the NYCOM Winter Legislative Meeting, being held on February 8 – 10, 2015 along with anyone else who wished to go. Trustee Martin made a motion to allow the Mayor & Administrator to attend the NYCOM meeting; Seconded by Trustee Treadwell; AYE CARRIED

The Mayor presented an Election Resolution naming the location and time for the March 18, 2015 Village Election. 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)

The Mayor stated that the next item was a discussion of the NAPHL (North Atlantic Professional Hockey League) and asked the Administrator to explain. The Administrator stated that in November of 2014 we were approached by the NAPHL. One of the gentlemen has been here at our Civic Center and found it to be very nice. They are interested in having us work with them in securing interested parties who would like to own a Hockey Team. The NAPHL is the parent entity and they go to municipalities who have a Civic Center and are interested in having a Home Team which would be owned by investors.

They are seeking 5 – 10 investors interested in investing \$5,000 to \$10,000 to become owners of this Home Hockey Team. The owners would then have to establish an LLC and it would be operated as their personal business. The only involvement that the Village of Rouses Point would have is to maintain the site which is what we are doing now. There are many pieces of information that she is still working with to get from them. She said she would like some referrals from other municipalities who have gone down this road like what type of profitability are we talking about for the Village and what type of profitability might be available for the owners' of these teams. If it did come to this fruition there would be the people that are here to support the team along with the businesses in the Village and perhaps they would spend the night if that was applicable. Right now this is where we are.

The Administrator stated that she notified them today that we don't yet meet the seating capacity. We have capacity for 535 people and they are looking for 1000. We have talked about the possibility of applying for grants specifically for the Civic Center to provide expansion; enhancements; upgrades, etc. to the building. She will have more information available but this is right now the topic of conversation taking place.

Trustee Martin asked about the Hockey; Skating club, etc. and what would happen to them. The Administrator said that they have advised that they work diligently with the local teams that are using the arena and schedule their time appropriately.

TRUSTEE MARTIN:

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

Trustee Martin made a motion requesting an Executive Session to discuss Accounting Personnel and that it would be with the Board Members only; Seconded by Trustee Treadwell; ROLL CALL VOTE All Ayes

TRUSTEE TREADWELL:

Trustee Treadwell asked PWS Brian Pelkey to address the MEUA Apprentice Training Program. Brian stated that he enrolled both Jason & Andy for the Plattsburgh Training which was roughly \$4,000. Brian also said that in looking at the Apprentice Program that the application listed a Line Worker Certification Program and a Substation Technician Certification Program. Both Jason & Andy have the basics of a line worker he would like to send Andy to the Substation Technician Certification Program because in one year the project will be done on Chapman Street. He is looking to train Andy in the direction of Substation Maintenance. Samples were done last fall and we received a report back that said we need some maintenance done at our substation. Someone needs to stay up on this stuff and with millions of dollars already in the substation this is where we should put some training.

Brian said he has trained Jason to work with stray voltage, CPR records, purchasing, keeping stock in order and inventory and Andy in the direction of substation maintenance and meter reading. Andy is already understanding how the hand-helds and meters work but he said he wants him to get into it a little deeper. The meters need to be checked as they have not been checked since they were installed. We don't know if we are losing revenue. The Accounting Dept. goes through the billing register monthly but we need to have our electric dept. to work in different areas like this. Our Engineer, Curt Wilson, is reviewing paper work on the

Substation Training Course and says so far it would be very beneficial. We will hire a company to come and do work next year at the Substation and he said he will have Andy work directly with them. Discussion followed.

Trustee Treadwell asked if Andrew gets certified from the Substation training will Jason still be working with him. Brian said that when they do get fully trained he will start cross training. Right now there are only three of us. He has a problem with this schooling being in Fairport and not Plattsburgh. Brian said there is an Engineering Workshop in Syracuse in March and these are the schools that he wants to send these guys to. When the agenda comes out he will decide at that time whether to send them. Brian said that he is still waiting for Curt Wilson to decide on the Substation training. This training can also be done online. Discussion followed.

Trustee Treadwell asked CEO Clifford Sterling about the tree evaluation issue. Clifford explained that we had a tree arborist/specialist inspect the tree. After the evaluation it was determined that the tree needs to be pruned, trimmed or cut down. At this time they do not deem this tree to be an emergency but in the future it could come down. Clifford said that he has submitted to the Board his recommendations for their review.

Trustee Treadwell stated that if it is not an emergency and the Village is not responsible then a letter needs to be sent to the owner letting her know what the inspector said and if she does not comply then it is between the two parties and the Village is not involved. Clifford said that the only violation she can be cited for is to trim the tree or cut it down. There is no emergency so there is nothing for him to enforce at this time. The owner will be in violation and if she does nothing she will then go to court and deal with the violation fee. Clifford said his opinion is that at this point it will be between the two landowners and let them fight it out.

The Administrator said the owner was provided with a copy of the report today asking her to please respond. Trustee Martin asked who paid for the cost of the Arborist and was told that the Village paid for that. At this point Clifford says that he does not think that we should pay \$3000 to remove this tree. Mayor Rivers stated that it was our responsibility to pay for the inspection. Clifford stated that we have fulfilled our obligation by paying for the test. Trustee Treadwell suggested that we not do anything more on this and to give it to the owner and let her bring it to the court. Clifford agreed.

Trustee Treadwell made a motion to request an Executive Session to discuss a Contract Negotiation; Seconded by Trustee Martin; ROLL CALL VOTE All Ayes

Trustee Treadwell asked about the pillar issue at 300 Lake Street and was told that the owner is saying that he has pictures before the work was done on Lake Street and pictures of the pillar after and the owner feels that it is our responsibility. The Administrator stated that DOT suggested that the Village get in touch with the landowner for a conversation. She asked Brian if we have pictures. Clifford said he has pictures of it now. Brian stated that pictures were done in the early 90's when we put the electric in by Tim Lincourt. The pillar was leaning back in the 90's. Discussion followed.

Brian explained how the frost has lifted the pillar. The pillar is located in the state right of way. Brian suggested that a letter be sent to the owner advising that the pillar is unsafe and he has so many days to take it down and if not then we will take it down. If it falls over and destroys the equipment next to it the south end of the Village will be out of power for some

time. Clifford stated that in the owner's letter that the Village is responsible due to the fact that the power lines were put in at the time and that is why it is leaning. Brian said that the electric lines are in the State right of way. Discussion followed.

Brian explained that we would dismantle it and take it apart. If this goes to court everyone involved will be drawn into court probably with the people that worked here in the past. We tried to do this in a friendly way by sending him a letter but he wants us to repair it. Discussion followed. The Board made a decision that the Administrator draft a letter and send it to our Attorney for his review. Discussion followed.

TRUSTEE MOORE:

Absent

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

Trustee Martin asked about the Police Durango. Trustee Treadwell said it was checked out and it is legal as long as it is being used by the Water Plant.

Mayor Rivers stated that while on the subject he is surplusizing the S-10 Vehicle. Trustee Treadwell asked if a motion was needed to surplus it and the Mayor said he has the power to do that. The Clerk asked if it was being sold as is and being advertised. The Mayor asked that it be moved out front take the plates off and put a For Sale sign on it. The Clerk asked for a motion and was told that a motion was not needed.

Trustee Vincelette said that for the D & H building repairs, he received a quote for the oak trim to be repaired for \$20 and heavy duty leg levelers to raise the book cases off the floor for \$124.80 with installation of \$68 for a total of \$192.

Trustee Treadwell asked about the turning over of the property from CP Rail. Mayor Rivers explained that we are waiting for HUD. HUD put a mortgage on the Senior Housing. We can't get a clear deed until they take it off to turn the road to the Village. We should have never built it but no one knew about this. Once we get that then we can deal with the CP because they want a right of way to their property. Mayor Rivers said that Melissa has been dealing with this and Trustee Vincelette said that he has submitted to Melissa a diagram of the property to be reviewed. The actual street doesn't show up on it so it is technically not a road and is still their property but we maintain it. He told Melissa that all we need to do is go to the lawyer and say that we will give them a right of way through the parking with a path to their place and she said that would be great. Melissa will continue to work on this. Discussion followed.

Trustee Vincelette said that Donna Boumil got a grant for the Water Arts Course but she did not get the grant that funds the activities for the reading and the kids. She is now asking for help for supplies like large paper plates; empty tissue boxes; egg cartons; etc. If anyone wishes to donate they can go to the Library or call Donna. Trustee Treadwell asked for her to supply a list. Administrator LaBombard said that the list consisted of also crayons and colored paper. Trustee Vincelette said that according to Donna if anyone wishes to donate money they can and she will go buy the items. Discussion followed.

Trustee Treadwell asked Brian Pelkey if we were working on the ramp this winter at the Library. The Administrator explained that Doug Ferris has reviewed the plans and has said that he will stamp them as long as his specs are followed. The next step is to order the material which John Bernard is working on. We are moving forward. Clifford said John will build it and Doug will stamp it.

COMMENTS FROM THE PUBLIC:

John Cooper, 11 Pine Street, suggested that for the Library if someone called Georgia Pacific they could probably get some plates and also call Giroux Poultry to see if we can get some egg crates. Mr. Cooper also suggested that the Village contact the Village Attorney regarding the Hockey issue to see what our liabilities and responsibilities would be. Mayor Rivers stated that this is preliminary right now. Mr. Cooper said that we should find out if we should pursue this. Discussion followed.

Ben Arno, 104 State Street, asked that now Tommy has retired is the Village Board thinking about hiring another Police Officer. Trustee Treadwell told him 'yes'. Mr. Arno suggested that we get rid of the Police Department. Trustee Treadwell asked him if we should just stick with the State Police and Sheriff's which would be fine except but when discussed with the State Police previously we were told that they were short-handed and they would do what they could and would they want this responsibility. Ben said they do Champlain, Mooers and Chazy and it would save the Village a lot of money and the taxpayers. The Administrator said that when we had a recent break-in of the vehicle in the parking lot here that it took the State Trooper over an hour to get here. Ben asked how long it would take Scott to get here and was told it depends if he is on duty. Ben said that he might go out with a petition, talking to the people and asking them if we need a Police Dept. in the Village and it was suggested that he start on the south side of town.

Brian Pelkey stated that they did some excavating behind the plant today and repaired a valve where the rod was disconnected from at the bottom of the valve. The valve was open. He is going to go to Phase II another plan to re-camera the lines a different way and hire another company to come in to demonstrate. They will be shoving a camera down the larger manhole and go 20 feet both ways checking to see if both valves are open but it is now repaired and workable. Discussion followed.

OTHER REPORTS:

TREASURER:

Treasurer Letourneau stated that our benefit specialist Burnham Financial donated \$250 to the Fire Department.

Trustee Martin stated that he wished to thank Arsene & Becky for the fine job that they are doing with being down one person in the office.

RECESS:

Trustee Martin made a motion to go into recess @ 8:06 p.m.; Seconded by Trustee Treadwell; AYE CARRIED

Trustee Vincelette made a motion to go into Executive Session @ 8:10 p.m.; Seconded by Trustee Treadwell; AYE CARRIED

EXECUTIVE SESSION:

No Action was taken during Executive Session regarding Civic Center Personnel
No Action was taken during Executive Session regarding Contract Negotiations
No Action was taken during Executive Session regarding Accounting Personnel
No Action was taken during Executive Session regarding Police Personnel

REGULAR SESSION:

Trustee Martin made a motion to go back into Regular Session at 9:00 p.m.; Seconded by Trustee Vincelette; AYE CARRIED

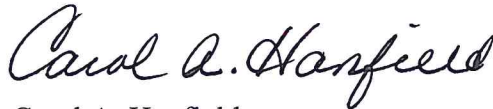
Trustee Martin made a motion to hire Richard Letourneau as a Temporary Part-time Interim Manager at a rate of \$18.00/hour not to exceed 29 hours per week with no benefits for a period of 3 months commencing on Monday, January 12th; Seconded by Trustee Vincelette; AYE CARRIED

Trustee Treadwell made a motion to authorize the Mayor to sign the Agreement with the Administrator; Seconded by Trustee Vincelette; AYE CARRIED

ADJOURNMENT:

Trustee Martin made a motion to adjourn at 9:12 p.m.; Seconded by Trustee Vincelette; AYE CARRIED

Respectfully Submitted,

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

Carol A. Hanfield
Village Clerk