

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Wednesday, November 4, 2015 at Halstead Hall commencing at 7:00 P.M.

PRESENT: George A. Rivers, Mayor
John A. Mott, Trustee
Joseph R. Treadwell, Trustee

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

ABSENT: Brad M. Martin, Trustee
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:

Ben Arno, 104 State Street, asked about a meeting being held on the health insurance and if the Village was changing the insurance. The Administrator told him that she and the Treasurer met with the Insurance Broker who came to the table with a couple of cost effective options that will be evaluated. A meeting will be held to introduce to the employees the change and the only retiree change proposed is the drug card. At this moment the Union has questions on the proposal. We should know later this week. There is a meeting scheduled tomorrow at 1:00 p.m. Mr. Arno asked if he could attend the meeting and was told that he could. Discussion followed.

MINUTES OF MEETINGS:

Trustee Treadwell made a motion to approve the minutes of the regular meeting of October 19, 2015 and Special Meeting of October 20, 2015 as presented; Seconded by Trustee Mott; AYE CARRIED

BILLS: VOUCHER NOS: 21286 – 21323 \$35,015.98

The Treasurer stated that there were no additions or deletions to the list of bills. Trustee Treadwell made a motion to approve the bills as presented; Seconded by Trustee Mott; AYE CARRIED

CORRESPONDENCE:

The Clerk read a letter from the NCCS High School Hockey Coaches requesting to extend the 10' x 12' office area they built last year to the next beam which is 4'. All labor and materials will be donated. CEO Clifford Sterling asked that the coaches contact him to discuss what their plans are for the future. Discussion followed.

The Administrator agreed, that last year when NCCS requested to build, Clifford had expressed concern about their taking more of the footprint and building up should have been considered when they built the coaches room/locker room. She said that they need to be asked, to meet with the CEO, to discuss what their future plan may be. Trustee Mott made a motion to authorize them to extend the room as long as there is no labor or materials being paid by the Village; Seconded by Trustee Treadwell; AYE CARRIED

REPORTS FROM THE MAYOR AND BOARD:

MAYOR GEORGE A. RIVERS:

Mayor Rivers announced that the 2015 CP Holiday Train will be arriving on November 29, 2015 with the time to be determined.

Mayor Rivers announced that the Annual Christmas Parade of Toys sponsored by the Village will be held on Friday, December 4, 2014 at 6:45 p.m.

Mayor Rivers announced that the Toys for Tots Train will be arriving on December 6, 2015 with the time to be determined.

Mayor Rivers announced that the two (2) electric car chargers on the wall at the Village Office can now be used. There will be an announcement in the Press. The Power Authority of the State of New York gave us the two (2) stations at no cost to the Village. The fee is \$1.00 per hour to charge a vehicle. These chargers are to be operated by cell phones.

Mayor Rivers announced that in December the Village of Rouses Point will be giving every electric rate payer two (2) LED light bulbs which use 90% less energy, free of charge. Rate payers are to bring in their December light bill and you will receive your two (2) bulbs. This program is being sponsored by the IEEP.

Mayor Rivers presented a Resolution – ‘Notice Under the Americans with Disabilities Act’. The Clerk read the Resolution in its entirety. Trustee Mott asked for an explanation of what this Resolution was for. Mayor Rivers explained. Trustee Treadwell made a motion to approve this Resolution as presented; Seconded by Trustee Mott; ROLL CALL VOTE All Ayes (See Attached)

The Administrator stated that the Treasurer last week had a compliance audit for the Microenterprise Grant and these two documents must be adopted per the specs of the Microenterprise Grant.

Mayor Rivers presented a Resolution – ‘Grievance Procedure Under the Americans with Disabilities Act’. This procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). Trustee Treadwell made a motion to approve this Resolution as presented; Seconded by Trustee Mott; ROLL CALL VOTE All Ayes (See Attached)

Mayor Rivers presented an Election Resolution stating the Offices to be voted on in the March 15, 2016 Election. The Offices to be filled are Mayor – 2 year term; and two (2) Trustee positions both (2 year terms). Trustee Treadwell made a motion to approve this resolution as presented; Seconded by Trustee Mott; ROLL CALL VOTE All Ayes (SEE ATTACHED)

TRUSTEE MARTIN:

Trustee Treadwell addressed the items under Trustee Martin who was absent.

Trustee Treadwell addressed the CPR/AED Training. He said that according to Brian Pelkey there will be a sign up sheet in house for the employees. Brian said that Walt Laramie will do the training on the CPR/AED. He said wherever there is an AED, the employees must be trained. There are AED's in the line truck and at the Civic Center. We will have to set up a date with Mr. Laramie to see when he is available and employees can sign up.

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

they have already done a study, so they will be reviewing that to see if there are any modifications to be made.

Trustee Treadwell asked about the new pump recently installed in the water plant and if there is now a difference. The Administrator said that AES provided flow testing and it was coming in under specs even though it is making a significant difference in refilling due to demand. She tried to get in touch with Jen from AES, last Friday to see what her findings were and what we and Mr. Roehmer need to do.

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

TRUSTEE MOTT:

Trustee Mott had nothing to report.

TRUSTEE TREADWELL:

Trustee Treadwell addressed the security system at the Library, stating that an incident took place at the Library last week. A woman entered the library and her activities made the librarian quite nervous. By the time she reported the incident, the woman had already left. We are looking into the cost and availability of installing a couple of cameras at the Library.

The Administrator said that there is a panic button system that should have been utilized to call Law Enforcement immediately. The Pages have been advised again to use the panic button when there is any situation where they are uncomfortable. The camera would have provided information as to the identity of the individual.

OPEN MEETING TO THE PUBLIC:

OTHER REPORTS:

TREASURER:

The Treasurer stated that last week an audit was done to close out the Microenterprise Grant which went very well. They told us that we were getting written up for two items and we will have to respond to the audit findings. One was the resolutions passed tonight, they may have been done by a previous board but could not be found. The other was that the money was left in the checking account too long after we received and I told them that I have to have board approval before I can pay the bills and the board meetings are only twice a month.

On Friday, the Accounting Department is having a software demonstration for utility billing software. We have had our current software since the year 2000 and Arsene feels they are not keeping up with the times and the support is not that great. We get a lot of calls about automatic clearing house out of your checking account. We are just trying to feel what is out there.

CODE ENFORCEMENT OFFICER:

Clifford Sterling stated that he was recently inspected by the ISO. The only thing we didn't do well on was that he did not have the 2012 version of the Code Book, that he only has the 2010. His hands are tied because the State has not yet released the 2012's. He wanted the Board to know that we will get points off but there is nothing he can do about it and the auditor acknowledged that to be the case too.

PWS PELKEY:

Brian gave an update: The Street Department did a good job cleaning up the Village; there was a lot of brush and bags to pick up. The Electric Dept. is attending school this week in Syracuse for MEUA. They have all the primaries pulled on lower Chapman and next week

The Administrator said that she has gone out for quotes and has talked to Brian Pelkey about his crew taking down the part above the sidewalk and the road. Trustee Mott expressed his interest in what the attorney fees will be on this project. He was looking for a simple opinion. The Administrator said that there was no place anything could be found and historically it had not been documented as to what the road dimensions were and what the ROW's are. Mr. Murnane said that using the tax map was not a valid way to determine what the property was and he thought the deed should be reviewed and it was very convoluted. There were a lot of questions on this. There are a lot of trees in the Village that are growing larger every year and are extending from peoples properties into the Village ROW.

Trustee Mott said that the reason he wanted the Attorney to be consulted was that just because we have a ROW doesn't mean that we own the property. He owns to the center of the road. If the tree was in an area that we wanted to run power, a sidewalk or whatever we could remove it. If the tree becomes unsafe and if it is going to fall it will fall on his house. It is not the Village's or the tax payers responsibility to remove it, it belongs to this guy. That was why he said to contact the Attorney to make sure, now it is a snow ball effect. This is going to cost thousands of dollars. We are going to see what it is going to cost and ask Mr. Gebo to pay for half of the tree.

Mayor Rivers said that we have cut down many trees that were in the Village ROW at our request. Trustee Mott said there is a 60' ROW on Washington Ave. so we could go on people's lawns and remove trees if we wanted to because they are in our ROW. It is not the Village's tree it is the homeowner's tree. Trustee Treadwell asked Brian Pelkey if the Village could take the tree down. Brian said that the line crew is not comfortable about taking the tree down. He said they could take down five or six limbs but the one going over Mr. Gebo's house he has a question with that one. Trustee Treadwell said the reason we are doing this is because the gentleman is uncomfortable that the branches are over his house. Brian said that his neighbors are also uncomfortable. Brian said if there was a sidewalk on that street the tree would be in the center of the sidewalk. Discussion followed.

The Administrator said the next step is to get Mr. Gebo's number and give him a call letting him know what the Board's determination is.

Ben Arno said that if there is a problem with that tree that the owner should be responsible. The Village should let him know that he has to decide what to do. Trustee Mott agreed that if the Village has to pay for half of the tree removal then Mr. Gebo should be responsible for paying half of the Attorney fees also. Trustee Treadwell asked if the procedure will be to wait until we hear from the property owner. The Board agreed to wait until we hear from Mr. Gebo. Discussion followed.

Brian Pelkey asked about the 8' evergreen tree that needs to be planted. Mayor Rivers explained that the driver had additional trees and he gave them to the Village. Brian asked if the tree located by the Village Office can be removed and replaced with the 8' evergreen. The Board agreed to plant the tree in that area but leave the existing tree there for now.

COMMENTS FROM THE PUBLIC:

Tom Dart, 14 Lily Avenue, asked about the Christmas Parade of Toys and if there was anything he could do to help out. Mayor Rivers let him know what the Parade of Toys was and told him to contact the Village Clerk.

RECESS:

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

REGULAR SESSION:

Trustee Mott made a motion to advertise for a Village Clerk; full time with full benefits at a salary of \$35,000 per year; Seconded by Trustee Treadwell; AYE CARRIED

Trustee Mott made a motion to advertise for a Temporary Full Time Laborer at the Civic Center; Seconded by Trustee Mott; AYE CARRIED

ADJOURNMENT:

Trustee Treadwell made a motion to adjourn at 8:35 p.m.; Seconded by Trustee Mott; AYE CARRIED

Respectfully Submitted,

Carol A. Hanfield
Village Clerk