

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, February 16, 2016 at Halstead Hall commencing at 7:00 P.M.

**PRESENT:** George Rivers, Mayor  
Arvil J. Moore, Trustee  
Brad M. Martin, Trustee

**ABSENT:** John A. Mott, Trustee  
Joseph R. Treadwell, Trustee

**ALSO PRESENT:** Arsene Letourneau, Treasurer  
Clifford Sterling, CEO  
Jean LaBombard, Administrator

**RECORDING SECRETARY:** Donna J. Boumil, Village Clerk

**CALL MEETING TO ORDER:**

Mayor Rivers called the meeting to order at 7:00pm and began with the Pledge of Allegiance to the Flag.

**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 February 1, 2016; Seconded by Trustee Moore; AYE CARRIED

**BILLS                      VOUCHER NOS:    14383 – 14438       \$ 87,835.00**

Additions:

American Water Works Association Membership - \$355

Business Credit Card - \$555.51

Motion by Trustee Martin to accept bills with additions; Seconded by Trustee Moore; AYE CARRIED

Mayor Rivers asked about the invoice from Flying Cows Signs. The Mayor explained that the work was complete and signs delivered. Motion by Trustee Moore to add Flying Cow Signs invoice - \$1,620; Seconded by Trustee Martin; AYE CARRIED

## **CORRESPONDENCE:**

The Clerk read the following correspondence:

- 1) Letter of Resignation from Scott Anthony, Laborer-in-Training Water Plant. Motion by Trustee Martin; Seconded by Trustee Moore; AYE CARRIED  
Motion by Trustee Moore to fill the Laborer-in-Training position at the Water Plant; Seconded by Trustee Martin; AYE CARRIED
- 2) Letter from Rouses Point Village Court regarding Audit Requirement Notification. Motion made by Trustee Moore to have audit done and change the wording from Town to Village; Seconded by Trustee Martin; AYE CARRIED. Treasurer Letourneau asked if someone from the Board would do the Audit. Treasurer Letourneau stated that he has done it in the past. The Mayor stated that he could not speak for the Board and they would discuss it.
- 3) Letter from Tammy Sequin regarding a RP Family Spring Fest. Motion made by Trustee Martin to allow the Spring Fest with provisions provided within the letter; Discussion regarding the legality of closing streets, waiving fee for vendors and use of the Civic Center if it is raining. The Mayor requested that Tammy Sequin talk to Scott Bechard about closing the streets. The Administrator stated that there was a \$25 fee for vendors. At a previous 4<sup>th</sup> of July event, the fee was waived but the \$25 was asked to be donated to the 4<sup>th</sup> of July Committee. The Administrator stated that this would have to be confirmed. Tammy Sequin suggested another option regarding the Bed Race – that it could be at a location at the beginning of the parking lot. Code Enforcement Clifford Sterling suggested that this request be tabled to allow him to gather information relative to code issues. Motion rescinded by Trustee Martin. Discussion postponed to the March 7<sup>th</sup> meeting pending additional information.

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

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

- 1) The Clerk read Resolution 2016-04: Polling Place. Motion made by Trustee to accept Resolution 2016-04; Seconded by Trustee Martin; ROLL CALL VOTE AYE CARRIED
- 2) The Mayor presented a request for approval for the Village Clerk to attend OSHA Recordkeeping Training in Plattsburgh. Motion made by Trustee Martin; Seconded by Trustee Moore; AYE CARRIED
- 3) The Mayor presented a request for approval for Jason Juneau and Eric Miller to attend the MEUA Winter Engineering Workshop in Syracuse. The Administrator explained that there was discussion whether to send one (1) or both employees. The Treasurer stated that there is approximately \$1,100 left in the training fund and it has to last until May. There are at least two (2) more conferences that are funded through this account. The Administrator stated that Public Works Supervisor Pelkey was previously asked if it was sufficient to send one (1) employee and he agreed. The Administrator also stated that Eric Miller volunteered to not attend. A Motion was made by Trustee Moore to send Jason Juneau to the MEUA Winter Engineering Workshop; Seconded by Trustee Martin; AYE CARRIED



- 4) The Mayor presented Budget Preparation Appropriations Worksheet for Account No: 51104.01.469 – Paving, as requested by the Board. Treasurer Arsene Letourneau explained the worksheet which totaled \$126,730. He stated that this amount of money for paving was not feasible when we spent approximately \$49,000 this fiscal year. He stated that he had a conversation with Public Works Supervisor Brian Pelkey and Brian suggested holding off paving on Chapman Street this year. Therefore, Arsene suggested that the following streets be paved: State St. (Lake to Maple), Stewart St., Montgomery St. (Rose to Rte 2) and Clinton St. (Maple to Substation). A total of \$42,572. A Motion was made by Trustee Moore to pave the above stated streets; Seconded by Trustee Martin; AYE CARRIED.
- 5) Trustee Moore made a motion to approve the updated Workplace Violence Prevention Policy and Incident Reporting; Seconded by Trustee Martin; AYE CARRIED. (The update includes Designated Contact Persons and Incident Reporting Forms)
- 6) Resolutions 2016-07: Budget Modification Resolution was read by Treasurer Arsene Letourneau highlighting the Net Result of each category. A Motion was made by Trustee Martin; Seconded by Trustee Moore to accept Resolution 2016-07. ROLL CALL VOTE AYE CARRIED

**TRUSTEE MARTIN:**

No Report

**TRUSTEE MOORE:**

- 1) Trustee Moore made a motion to authorize Tim Graves to attend Wastewater Training in Fort Edward, NY from February 29 – March 2, 2016; Seconded by Trustee Martin; AYE CARRIED
- 2) Trustee Moore made a motion to authorize Tim Graves to attend Wastewater Training in Peru, NY on May 11, 2016; Seconded by Trustee Martin; AYE CARRIED
- 3) Trustee Moore made a motion to authorize the following Water Recertification Training: March 17 (7 employees), April 5 (7 employees), October 25 (4 employees) and October 26 (8 employees; Seconded by Trustee Martin; AYE CARRIED
- 4) Trustee Moore made a motion for an Executive Session to discuss Water Plant Personnel; Seconded by Trustee Martin; ROLL CALL VOTE AYE CARRIED

**TRUSTEE MOTT:**

No Report

**TRUSTEE TREADWELL:**

No Report

**OTHER REPORTS:**

**ADMINISTRATOR:**

Jean LaBombard reported that it was nice to be able to attend the NYCOM Conference. There were many interesting topics.

**TREASURER:**

Arsene Letourneau reported that the Projected Sales Tax Income for 6/2016-5/2017 will be \$413,031 which is down approximately \$40,000.

**CODE ENFORCEMENT OFFICER:**

No Report

**COMMENTS FROM THE PUBLIC:**

There are no comments from the public

**RECESS:**

A motion was made by Trustee Moore for a short recess at 7:26pm; Seconded by Trustee Martin. AYE CARRIED

**EXECUTIVE SESSION:**

A motion was made by Trustee Moore to enter into Executive Session at 7:30pm; Seconded by Trustee Martin; AYE CARRIED

A motion was made by Trustee Martin to enter Regular Session at 7:39pm; Seconded by Trustee Moore.

**REGULAR SESSION:**

A motion was made by Trustee Martin to hire Greg MacCallum as Labor-in-Training at the Water Plant. Greg's start date will be Monday, February 22, 2016 at 7:00am. His rate of pay will be \$12.50/hr. Other benefits in accordance with the CSEA Union Contract. Seconded by Trustee Moore; AYE CARRIED

**ADJOURNMENT:**

Motion by Trustee Moore to adjourn at 7:44pm; Seconded by Trustee Martin; AYE CARRIED

Respectfully Submitted,



Donna J. Boumil  
Village Clerk