

Minutes of the Meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, October 17, 2016 at Halstead Hall commencing at 7:00pm

**PRESENT:** Daniel H. Letourneau, Mayor  
John A. Mott, Deputy Mayor  
Arvil J. Moore, Trustee  
Benjamin J. Arno, Trustee  
Thomas M. Dart, Trustee

**ALSO PRESENT:** Arsene Letourneau, Treasurer  
Brian Pelkey, Public Works Supervisor

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

**CALL MEETING TO ORDER:**

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

**COMMENTS FROM THE PUBLIC:**

No comment

**MINUTES OF MEETINGS:**

Trustee Moore made a motion to accept the minutes of the Regular Meeting of October 3, 2016; Seconded by Trustee Arno; AYE CARRIED

**BILLS                    VOUCHER NOS:    15553 – 15642       \$ 174,989.50**

Addition: Business Card – \$3,141.29

Motion by Trustee Moore to approve and pay the bills; Seconded by Trustee Arno;  
Discussion: Trustee Arno asked for clarification on the J. Hogan bills – 21.5 hours @ \$80/hr. Trustee Dart asked for clarification on the Unifirst bill – yearly uniform allowance for village employees; Konica Minolta – maintenance charge is per copy (b/w and color); NYS Division of Homeland Security – Bond for payment of fire truck.  
AYE CARRIED

**CORRESPONDENCE:**

No correspondence

## REPORTS FROM THE MAYOR AND BOARD:

### a. MAYOR DANIEL LETOURNEAU:

- 1) Update on Walking/Fitness Trail  
Jan Letourneau, Recreation Leader, updated the Board on the status of the Trail
  - Ribbon Cutting Ceremony, Saturday, October 15<sup>th</sup>  
CCHD, Mayor and herself present  
Fun Run (15 children attended) sponsored by the Clinton County Youth Bureau – donations from Chazy Orchard, Coke and CCHD
  - Mrs. Letourneau thanked the many volunteers, Trustee Arno, Civic Center, Village Crew for their work
  - Benches still have to be installed – waiting for cement
  - \$2,873 balance from original Health Department grant to cover expenses of cement, top soil or other
  - IOBY –  
Huge success  
Raised \$11,135 in August & September.  
Fitness equipment will be purchased over the winter to be installed Spring 2017
  - Mrs. Letourneau is seeking additional grants
- 2) Fall Clean Up Days – 10/24/16 – 10/28/16
  - The Press Release was reviewed.
  - The announcement is on the utility bill, Civic Center sign, website, Press Republican, The Sun, The Islander, posted at the Village Office and library
- 3) Mayor Letourneau provided clarification to a question posed at the October 3<sup>rd</sup> meeting regarding the NYSEG Franchise within village limits and the reason that this resident does not have village electric.
  - Correspondence dated 1988, 2002, 2003 and 2008 was read reaffirming that the Village of Rouses Point has initiated requests to change the limits of the franchise and NYSEG has no interest in changing the limits of their franchise.
  - These documents are available if anyone wishes to view them.
- 4) Electric rate survey – PSC (Public Service Commission)
  - Electric rates haven't been raised in 34 years
  - There is a set procedure to begin the process to increase rates
    - The Board has to authorize a rate study before applying to the PSC for a rate increase
    - The study would indicate the increase
    - The Mayor continued to explain the process
  - It was advised in a recent audit that the rates should be increased
  - The auditors who did the recent audit can do a rate study
  - There will be a flat fee of \$16,000-17,000, which will be recovered by rate increase
  - This process typically takes a couple of years

- The Village Board has the option to accept/decline the rate increase that is suggested
  - Could potentially raise the cost per meter. Currently \$1.
- Discussion will continue at the November 7, 2016 meeting

Trustee Arno asked about incremental power – it doesn't pertain to the study and PSC

- 5) Village and Town Justice Court Consolidation – Records Disposition
- Mayor Letourneau provided a recap of the previous discussion of possible dissolution of the Village Justice Court
  - Active records will go to the Town of Champlain
  - Inactive records will stay at the Village (must be accessible by the Village Clerk)
    - The Village Clerk becomes the Records Manager for inactive records
    - The Village Clerk becomes responsible for records retention
    - There is no formal training. The Village Clerk will have to be trained by the Court Clerk
  - The term of Village Justice will not be on the ballot for the March 2017
  - Cost savings of abolishing the Village Justice Court is approximately \$31,000
  - The Village Court Clerk is planning on retiring in March 2017

Trustee Dart made a motion to go forward with the process to dissolve the Village Justice Court and consolidate with the Town Justice Court; Seconded by Trustee Arno; AYE CARRIED

- 6) Adopt Local Law – overrides the Tax Levy Limit
- Mayor Letourneau reviewed the need to increase taxes to support the EMS services to be provided by Champlain/Mooers EMS at \$75,000/yr. The increase would exceed the tax levy.
  - Local Law adoption was explained: motion, drafted by attorney, public hearing, adoption of local law for a (1) one-year period.

Discussion: The Board can pass the Local Law but doesn't have to act on it if there are other cost saving measures found. The tax increase of 59 cents/\$1,000 is in addition to what is already paid. The contract with Champlain/Mooers EMS is a year-to-year contract. There is a clause that the contract can be terminated in 30 days notice.

Trustee Moore made a motion to establish a local law that overrides the tax levy limit established in General Municipal Law, Section 3-c; Seconded by Trustee Mott; AYE CARRIED The Village Clerk will notify the Village Attorney.

- 7) Memorial Bench –
- A local family requested that a memorial bench be placed in Rouses Point in honor of their son who lost his life in a snowmobile accident
  - Discussion among the Board Members resulted in agreement that the Memorial Bench be placed along the lake near the Montgomery Pier.
  - The family is responsible for the placement of the cement base and the bench. They will be responsible financially for this project.
- The Village Clerk will notify the family.

- 8) Approval of reduction of hours WWTP Personnel –  
Discussion regarding a WWTP Operator who currently 24 hrs/wk. This employee is responsible for the CAD program for the Village's infrastructure and will be training another employee.  
Trustee Dart made a motion to reduce this employee's hours to 8 hours week;  
Seconded by Trustee Moore; AYE CARRIED

**b. TRUSTEE MOORE:**

Nothing to report

**c. TRUSTEE MOTT:**

- 1) Letter from the Fire Department –  
The Clerk read the letter from Dennis Roberts regarding (2) two new members.  
Trustee Mott made a motion to accept the new members; Seconded by Trustee Moore. AYE CARRIED

**d. TRUSTEE ARNO:**

- 1) Letter from the Library Board regarding a grant through the New York State Division of Library Development. The grant is to replace missing mortar and damaged bricks on the library building. There will be no additional funding needed by the Village. The matching 25% will be paid out of the library's annual budget.  
Motion by Trustee Arno to approve this request; Seconded by Trustee Dart; AYE CARRIED

**e. TRUSTEE DART:**

- 1) Update on cost saving measures throughout the village:
- Trustee Dart reported that the Chief of Police advised him and the administrator that the Part-time police officer doesn't need to be filled until late April/early May.
    - Mayor Letourneau met with the Chief
      - The police department could get by now without that position and fill it in the spring.
      - there is a qualified candidate
    - Mayor Letourneau stated that he feels that this position should be filled and the Village provide as much coverage as possible. There have been a lot of domestic calls lately. The position is budgeted for this year. The position has been advertised. Discussion continued with regard to starting pay for the part-time officer.
    - Trustee Mott stated that he would like to talk to the Chief
    - After discussions, it was determined that the interviews will proceed and this discussion will continue at the November 7<sup>th</sup> meeting.

- Trustee Dart provided an update on the status of the water plant vacancy.
  - Interviews are being held on Thursday, Oct. 20 (4 candidates)
  - Discussion continued regarding overtime spent from Sept 23-Oct 14 (\$2,431) because that position is not filled. If the position was occupied, \$2,900 would have been spent. There has been an extenuating circumstance causing unnecessary overtime because of one of the employee attending operator training.

**OTHER REPORTS:**

**VILLAGE CLERK:**

nothing to report

**TREASURER:**

Treasurer Letourneau reported that October 31<sup>st</sup> is the last month to pay taxes before it is turned over to the County.

**PUBLIC WORKS DEPARTMENT:**

- Finishing up projects – Smith Street waterline, Electric – energizing Chapman St.

**COMMENTS FROM THE PUBLIC:**

No comments

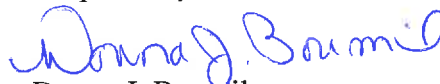
**EXECUTIVE SESSION:**

No executive session

**ADJOURNMENT:**

Motion by Trustee Moore at 7:50pm to adjourn; Seconded by Trustee Arno; AYE CARRIED.

Respectfully Submitted,



Donna J. Boumil  
Village Clerk