

Minutes of the Meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, April 17, 2017 at Halstead Hall, Civic Center, 39 Lake Street scheduled to commence at 7:00 PM.

**PRESENT:** Daniel H. Letourneau, Mayor  
Benjamin J. Arno, Trustee  
Thomas M. Dart, Trustee  
Dale M. Menard, Trustee  
Thomas D. Batha, Trustee

**ABSENT:** Donna J. Boumil, Village Clerk

**OTHERS PRESENT:** Jean LaBombard, Administrator  
Arsene F. Letourneau, Treasurer  
Brian Pelkey, Public Works Supervisor  
Clifford Sterling, Codes Enforcement Officer

**RECORDING SECRETARY:** Patricia A. Garrand, Deputy Village Clerk

**CALL MEETING TO ORDER:**

Mayor Daniel Letourneau called the meeting to order directly following the public hearing at 6:52 PM.

**COMMENTS FROM THE PUBLIC:**

No comments

**MINUTES OF PREVIOUS MEETING:**

Trustee Dart made a Motion to accept the minutes of the regular meeting of April 3, 2017 as presented; Seconded by Trustee Arno; AYE CARRIED

**BILLS:**                    **VOUCHERS**    23700-23131                    \$331,367.58

Treasurer Arsene F. Letourneau reported an addition: Business Card for expenses for Code Enforcement Officer training \$502.37.

Motion by Trustee Menard to approve and pay the bills as amended; Seconded by Trustee Arno; AYE CARRIED

Discussion: Trustee Batha had a question on a bill for the locks at the Library. Decision to change the locks was approved by the Library Board and the cost will come out of the Library Budget. Trustee Dart posed a question regarding a bill for KAS also for the Library.

- KAS is a Contracting firm that specializes in asbestos abatement
- Cost of this consultation is a non-budgeted item and will come out of the Library Budget.

- Trustee Arno will obtain more information when he attends the next Library Board Meeting and will report back with his findings.

#### **CORRESPONDENCE:**

No correspondence

#### **REPORTS OF THE MAYOR AND TRUSTEES:**

##### **MAYOR:**

- 1) **EMS Presentation** – Corey Thompson, Rescue Squad Captain for Champlain EMS, provided some background information regarding statistics for EMS calls and about the current contract.
  - Copies of the Rouses Point Statistics sheet were provided to the Board and extra copies were distributed to the audience.
  - Statistics were read about the 5 year trend and the current 2017 statistics.
  - Points of interest
    - Auto-Dispatch between Sunday 6pm to Friday 6pm
    - 2 paid crews during the day
    - 2 paid TEKS (ALS Providers) overnight
    - Contracted monies
      - Champlain: \$151,000
      - Mooers: \$85,000
      - Rouses Point: \$75,000

Discussion followed. Mayor Daniel Letourneau explained the procedures for responding for clarification purposes. Trustee Arno stated that they are doing one heck of a job. Trustee Batha asked for clarification on response times and dispatch times. Mayor Daniel Letourneau thanked Corey for his presentation.

##### **2) Review, discussion and approval of policies**

Motion was made by Trustee Menard to approve and accept all the policies. Seconded by Trustee Arno; AYE CARRIED

##### **3) Lincoln Boulevard**

- Determined last year that Lincoln Boulevard is the property of Town of Champlain
- On November 7, 2016 Resolution 2016-28 Removed Lincoln Boulevard from Rouses Point Highway Inventory.
- Mayor Daniel Letourneau spoke about a letter received from Larry Barcomb, Town of Champlain Supervisor asking us to accept ownership of Lincoln Boulevard. Supervisor Barcomb would like to schedule a meeting to discuss the issue.
- Mayor Daniel Letourneau suggested that the Chair, Trustee Dart and Co-Chair of Streets and sidewalks, Trustee Dale Menard attend the meeting.
- Mayor Daniel Letourneau spoke about what would have to be done to bring Lincoln Boulevard up to our standards.
  - Street lights down the middle would have to be removed
  - Public Works Supervisor, Brian Pelkey was asked what the approximate cost would be to shim and topcoat the road. Brian stated a minimum of \$70,000.

- Discussion about turning the road over to the current owner of the complex, Mr. Podd. The Town of Champlain would have to approach them as it is their road.
- Trustee Dart asked for clarification. Mayor Daniel Letourneau explained that the road is in the Village of Rouses Point, but is owned by The Town of Champlain.

**4) Appointment of Delegates – Rouses Point Fire Department**

- Fire Advisory Board : Michael LeBlanc; Alternate: Kevin Chagnon
- EMS Advisory Board: Water Laramie; Alternate: Patricia Birkett
- Motion by Trustee Dart to approve the appointments; Seconded by Trustee Arno; AYE CARRIED

**TRUSTEE BENJAMIN J. ARNO:**

**1) Flag Pole for the Welcome Center**

- 20 foot Retractable Pole
- 5 year warranty
- No rope
- No tangle
- No hardware
- Includes a 3 x 5 Flag
- Cost of \$173.27
- Proposed that the village crew will install

Discussion: Mayor Daniel Letourneau clarified that the flag and pole will only be flown when someone is at the Welcome Center and will be taken down at night. Trustee Batha asked about the flagpole that was taken down from Veteran’s Park. Mayor Daniel Letourneau posed the question to Public Works Supervisor, Brian Pelkey. Mr. Pelkey stated he believes it went to the Waste Water Treatment Plant.

Motion was made by Trustee Arno to approve the purchase of the flag pole; Seconded by Trustee Menard; AYE CARRIED

Trustee Arno stated that the roof at the Library looks good and complimented the Public Works Crew on the Street Cleaning currently in progress.

- 2) Resolution 2017-13 Budget Modification** Resolution was read by Trustee Arno. Motion made by Trustee Arno to accept the Resolution; Seconded by Trustee Menard; ROLL CALL VOTE AYE CARRIED

**TRUSTEE THOMAS M. DART:**

- 1) Resolution 2017-14 Budget Modification** Resolution was read by Trustee Dart. Motion made by Trustee Dart to accept the Resolution; Seconded by Trustee Batha; Discussion: Trustee Dart stated the project’s funding would come from IEEP. ROLL CALL VOTE AYE CARRIED
- 2) Resolution 2017-15 Budget Modification** Resolution was read by Trustee Dart. Motion made by Trustee Dart to accept the Resolution; Seconded by Trustee Batha; ROLL CALL VOTE AYE CARRIED

- 3) **Resolution 2017-16 Budget Modification** Resolution was read by Trustee Dart. Motion made by Trustee Dart to accept the Resolution; Seconded by Trustee Batha; Discussion: Mayor Daniel Letourneau questioned the reason for the modification and asked the current Budget Officer, Treasurer Arsene Letourneau for clarification. More discussion followed. ROLL CALL VOTE AYE CARRIED

**TRUSTEE DALE M. MENARD:**

- 1) **Resolution 2017 – Budget Modification** Resolution was read by Trustee Menard. Motion was made by Trustee Menard to accept the Resolution; Seconded by Trustee Dart. Discussion: Mayor Daniel Letourneau asked if Civil Service had been contacted and stated when you go from 40 hours to 20 hours it is considered a lay off. The Part-Time Police officer is a union position and must be discussed with the Union before any action is taken. More discussion followed. Mayor Daniel Letourneau stated that the Resolution cannot be voted on tonight as is, until the proper steps have been followed.

Motion to contact Civil Service to reduce the current full time Police Officer from Full Time to Part time made by Trustee Menard; Seconded by Trustee Arno; AYE CARRIED

- Request that the Administrator, Jean LaBombard contact Civil Service regarding the Full Time Police Chief Position.
- Request that the Administrator, Jean LaBombard contact the Union regarding the Part Time Police Officer Position.

- 2) **Resolution 2017-17 Budget Modification** Resolution was read by Trustee Menard. Motion made by Trustee Menard to accept the Resolution; Seconded by Trustee Batha; Discussion: Michael LeBlanc, Fire Chief questioned the modification of \$1500 for Ambulance – CE, Rprs & Parts to Mtr. Vehicles, further discussion took place decision to modify resolution to remove the line item of \$1500 for Ambulance – CE, Rprs. & Parts to Mtr. Vehicles. Motion was made by Trustee Menard to accept the Resolution after removing the line item; Seconded by Trustee Batha. ROLL CALL VOTE AYE CARRIED

**TRUSTEE THOMAS D. BATHA:**

- 1) **Village of Rouses Point Motor Vehicle Insurance:** Discussion on Village of Rouses Point current motor vehicle insurance coverage. Trustee Batha is looking into cost savings to reduce premiums by eliminating the collision insurance on all the Village vehicles except the Ambulance and the police vehicles. More discussion followed. Trustee Batha has been in contact with the insurance company. Trustee Menard stated he did not agree with removing the full coverage from the Fire Department vehicles. No decision recommended at this time. Trustee Batha will have information to present at a future Board Meeting.
- 2) **Update of WWTP**
- Trustee Batha stated that he and Trustee Dart toured Waste Water Treatment Plant and were impressed with the general condition of the physical plant. He noted that there were a couple things that needed attention.

- The Emergency Life Preservers are deteriorated and need replacing. Tim Graves, Chief WWTP Operator stated he is currently working on quotes for cost of replacements. He stated they would be approximately \$150 each and we would need 10 in total. 5 to purchase immediately and 5 to purchase in the next budget year. A purchase request will be done by Tim Graves to purchase the new preservers.
- A request was made to have the Village Clerk add the cost for the purchase of the life preservers to the agenda for the next Board Meeting.
- Discussion about the backlog of treated, dry sludge. Recommending the disposal as soon as possible. Timothy Graves, Chief WWTP Operator stated he is working on obtaining quotes for the disposal.
- Discussion about the infiltration of rain water is getting progressively worse. Trustee Batha stated this uses an incredible amount of energy.
  - Possible options:
    - Review camera and smoke testing that was done previously.
    - Request to have the Administrator, Jean LaBombard work with Chief WWTP Operator, Timothy Graves to gather the information from the previous studies.
    - Request to have the Clerk look into the files regarding such testing and reports.

**3) Resolution 2017-18 Budget Modification** Resolution was read by Trustee Batha. Motion made by Trustee Batha to accept the Resolution; Seconded by Trustee Arno; ROLL CALL VOTE AYE CARRIED

#### **OTHER REPORTS:**

#### **TREASURER:**

- Reminded the Village Residents that April 28, 2017 is the deadline for any unpaid Water and Sewer bills any remaining balances will be levied to the property owners June 1<sup>st</sup> Taxes.

#### **CLERK:**

No Report

#### **ADMINISTRATOR:**

No Report

#### **PUBLIC WORKS SUPERVISOR:**

- Request the Mayor to authorize the Clerk to advertise the Village Wide Spring Cleanup for May 8 –May 12, 2017.
  - Same guidelines as before, curb side pickup, small limbs, leaves and clippings bagged
- Request the Mayor to authorize the Clerk to advertise the bid for components on the Water Plant project. Discussion: Mayor stated they are still waiting for the specs from

the engineer. Brian Pelkey, Public Works Supervisor, stated he requests approval to go out for Bid once the Engineer has the Specs.

Motion made by Trustee Menard to go out for bid once the specs are in; Seconded by Trustee Batha; AYE CARRIED

**CODES ENFORCEMENT OFFICER:**

No Report

**COMMENTS FROM THE PUBLIC:**

No comments

**MAYOR DANIEL LETOURNEAU:**

**Resolution 2017-19 Budget Adoption Resolution** Mayor Daniel Letourneau read the Resolution. Mayor Letourneau made a Motion to Adopt the 2017-2018 Budget; Seconded by Trustee Menard; ROLL CALL VOTE AYE CARRIED

**EXECUTIVE SESSION:**

Motion was made by Trustee Menard to adjourn Regular Session at 8:12PM; Seconded by Trustee Arno; AYE CARRIED

- 1) Discussion regarding Current Litigation
- 2) Medical, financial, credit or employment history of a particular person
- 3) Information relating to a future investigation of a criminal offense which would imperil effective law enforcement if disclosed.

Motion made by Trustee Arno to enter Executive Session at 8:13PM; Seconded by Trustee Menard; AYE CARRIED.

Motion was made by Trustee Arno to leave Executive Session at 8:58PM; Seconded by Trustee Menard; AYE CARRIED

No action Taken in Executive Session

**REGULAR SESSION:**

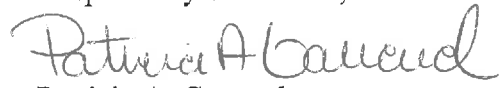
Motion made by Trustee Arno to enter back into Regular Session at 8:59PM; Seconded by Trustee Menard; AYE CARRIED.

Motion made by Trustee Batha to authorize the Mayor to sign the Settlement and Mutual Release Agreement and make payment as specified in the agreement; Seconded by Trustee Arno. AYE CARRIED

**ADJOURNMENT:**

Motion by Trustee Arno to adjourn at 9:00PM; Seconded by Trustee Menard; AYE CARRIED.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Patricia A. Garrand". The signature is written in black ink and is positioned above the printed name and title.

Patricia A. Garrand  
Deputy Village Clerk