

Minutes of the Regular Meeting of the Board of Trustees of the Village of Rouses Point, New York held on Tuesday, July 17, 2017 at Halstead Hall, 39 Lake Street, Rouses Point, NY commencing at 7:00 PM

PRESENT: Thomas D. Batha, Deputy Mayor
Benjamin J. Arno, Trustee
Thomas M. Dart, Trustee
Dale M. Menard, Trustee

ABSENT: Daniel H. Letourneau, Mayor

OTHERS PRESENT: Jean LaBombard, Administrator
Arsene F. Letourneau, Treasurer

RECORDING SECRETARY: Donna J. Boumil, Village Clerk

CALL MEETING TO ORDER:

Deputy Mayor Thomas Batha called the meeting to order at 7:00 PM and began with the Pledge of Allegiance.

REGULAR SESSION:

Regular Session began at 7:00PM.

I. MINUTES:

Motion by Trustee Menard to accept the minutes of the Regular Meeting of July 5, 2017 and Special Meeting of July 10, 2017; Seconded by Trustee Arno; AYE CARRIED

II. BILLS: Voucher 23384 - 23448 \$ 260,739.80

Motion by Trustee Menard to approve and pay the bills; Seconded by Trustee Arno; Discussion: Trustee Dart questioned pricing of flowers that hang on main street – feels there should be better pricing as a reoccurring customer; Custom Globe Gxtreme – fire department bunker coats and pants; Deputy Mayor Batha - Champlain Telephone – police fax, breathalyzer. Deputy Mayor asked that the officer have it disconnected. Sheriff's department should obtain their own phone; Snap On Tools – Trustee Dart asked if there was an inventory of small tools; Manufacturers & Traders – administrative fee for sewer bond; AYE CARRIED

III. CORRESPONDENCE:

- 1) Letter from Montgomery Hose, Hook & Ladder Co., No 1, Inc – Motion by Trustee Arno to approve the 2 new members; Seconded by Trustee Menard; AYE CARRIED

IV. REPORTS:

MAYOR: Absent

DEPUTY MAYOR BATHA:

Nothing to report

TRUSTEE ARNO:

- 1) Update on shrubs at Veterans Park – 8 shrubs have been purchased and planted, as well as, 22 bags of mulch
 - Suggestion for next year’s budget – purchase mulch in bulk for use throughout the Village
 - Discussion regarding edging. Consensus to install the edging

TRUSTEE DART:

- 1) Update on WWTP –
 - preventative maintenance: changed oil in pumps, installed inserts into sewer manholes (there are 8 on state property. Waiting for a response as to whether or not the state will pay for), balancing naturally occurring mercury mandated by the state to monitor), maintenance on stainless shafts in aerators
- 2) Update and discussion on potential Administrative Assistant position:
 - Trustee Dart distributed to the Board documentation of job description, duties, research of salary, potential interview questions.
 - This will be a new position, new person if approved by Civil Service
 - * this position will be doing some hands on things the administrator has done plus a crosswork by different people
 - No additional expense (administrator salary already in the budget)
 - Once approved by the Mayor, Civil Service will have to classify the job
 - Pay study performed: \$30,000 to \$43,300 with median \$39,300 (10-20% less than the administrator’s salary (used payscale.com). Average pay in Plattsburgh is \$35,000 year.

Motion by Trustee Menard to authorize the Clerk to send the job description to Civil Service once it is approved by the Mayor; Seconded by Trustee Dart; AYE CARRIED

TRUSTEE MENARD:

Trustee Menard thanked Trustee Arno for the great job done at Veteran’s Park.

OTHER REPORTS:

CLERK:

Nothing to report

ADMINISTRATOR:

Update on the Water Rehab Grant (Senator Little Grant): paperwork is through the finance evaluation and on its way to the Senate in Albany.

- work completed to date has been financed with other funds (2016-2017 water plant budget)
- Senator Little Grant is reimbursable in the amount of \$200,000
- IEEP funds paid for the electric motors

TREASURER:

Nothing to report

COMMENTS FROM THE PUBLIC:

John Cooper made a suggestion when creating a new position/description, put clause in "all other duties as assigned".

EXECUTIVE SESSION:

Motion by Trustee Arno for an Executive Session to discuss the employment history of a particular employee; Seconded by Trustee Menard; AYE CARRIED

Motion by Trustee Arno for a short recess at 7:24PM; Seconded by Trustee Menard; AYE CARRIED

Motion by Trustee Menard to enter into Executive Session at 7:26PM; Seconded by Trustee Dart; AYE CARRIED

No action taken in Executive Session


REGULAR SESSION:

Motion by Trustee Menard to enter into Regular Session at 7:44PM; Seconded by Trustee Arno

ADJOURNMENT:

Motion by Trustee Arno to adjourn at 7:44PM; Seconded by Trustee Menard. AYE CARRIED

Respectfully Submitted,


Donna J. Bourmi
Village Clerk

