

Minutes of the Meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, June 18, 2018 at Halstead Hall, Civic Center, 39 Lake Street scheduled to commence at 7:00 PM.

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

OTHERS PRESENT: Arsene F. Letourneau, Treasurer
Steve Peters, Administrator
Brian Pelkey, Public Works Supervisor

RECORDING SECRETARY: Donna J. Boumil, Village Clerk

I. CALL MEETING TO ORDER:

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

II. PRESENTATION:

Presentation of Proclamation to Lauren Desranleau for the creation of the July 4th Celebration picture. Also, making a presentation was Co-Chair of the July 4th Committee Kieran Gilroy.

REGULAR SESSION:

III. MINUTES OF PREVIOUS MEETING:

Trustee Menard made a Motion to accept the minutes of the regular meeting of June 4, 2018; Seconded by Trustee Arno; AYE CARRIED

IV. BILLS: **VOUCHERS** 24429-24496 \$ 294,247.03

No additions or deletions.

No comments/questions from the Board.

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

V. CORRESPONDENCE:

- 1) The Clerk read a letter sent by Mr. Raul Iricibar of Genoa, NY. On June 10th he lost his wallet and contents while driving through Rouses Point. An anonymous citizen from

Rouses Point returned the wallet and contents untouched. Mr. Iricibar wanted to thank someone for this kind deed.

VI. REPORTS OF THE MAYOR AND TRUSTEES:

a. MAYOR THOMAS D. BATHA:

1) Appointment of personnel:

Mayor Batha was notified from Civil Service that Jessica Shields has passed the exam for Recreation Facility Manager. Ms. Shields was interviewed and hired provisionally as the Recreation Facility Manager with the stipulation that she pass the exam.

Mayor Batha would like to appoint Ms. Shields to this position as full-time permanent with a 3-month probationary period.

Trustee Arno made a motion to appoint Ms. Jessica Shields as a full-time permanent Recreation Facility Manager with a 3-month probationary period; Seconded by Trustee Menard; AYE CARRIED

The Administrator will contact Ms. Shields.

2) Authorization to sign NYMIR Contract:

The Trustees were given a copy of the contract.

Mayor Batha summarized this policy.

- Policy covers everything in the Village (buildings & liability), except the vehicles (covers just liability)
- Some of the changes made to the insurance contract were to vacant or unused buildings (i.e., the building behind the water plant).

For informational purposes: the fire department has separate insurance.

Trustee Le Blanc made a motion to authorize the Mayor to sign the contract; Seconded by Trustee Arno; AYE CARRIED.

3) Public Hearing for July 2, 2018:

Franchise Agreement with Charter Communications – Mayor Batha summarized the changes made to the agreement:

- 10 yr. contract agreed upon
- Accessibility to trenches for 15 day duration
- The Village will receive 5% of all of the annual gross revenue.

Trustee Dart made a motion to authorize the Clerk to publish a public hearing for July 2, 2018; Seconded by Trustee Menard; AYE CARRIED

b. TRUSTEE BENJAMIN J. ARNO:

1) Trustee Arno and Administrator Peters attended the Dedication of the Recreation Trail on June 15th in Champlain.

There were approximately 30-35 attendees/dignitaries. Trustee Arno secured a piece of the ribbon and a brochure as memorabilia.

2) Call-out policy for the Water Plant:

- A Call-out policy is being worked on for when the 3rd shift is eliminated

Discussion ensued with Administrator Peters:

- An operations plan is needed
- Make the policy fair and effective
- Some compensation
- Taylor Law consideration
- Rotating shift
- Minimum call out is 2hrs. per the union contract
- This would be for all departments subject to call out

c. TRUSTEE THOMAS M. DART:

- 1) Trustee Dart reiterated the discussion on the Call-out Policy for the Water Plant
 - This policy will affect all employees
- 2) Trustee Dart presented a Letter of Resignation as Chair for the Recreation Department effective immediately.

d. TRUSTEE DALE M. MENARD:

Nothing to report

e. TRUSTEE RON R. LEBLANC:

- 1) Trustee Le Blanc had a request from the Fire Department to dispose of unusable hose. They would like to donate it to another local fire department. Trustee Le Blanc will obtain a written request from the fire department.

Trustee Le Blanc made a motion to authorize the Village of Rouses Point to dispose of the unusable 5" hose to the Alburgh, VT Fire Department at no cost; Seconded by Trustee Menard;
AYE CARRIED

- 2) CFA – grant applications
Trustee Le Blanc and Administrator Peters have been collected ideas of prospective projects. This list was provided to the Board. Mayor Batha asked the Board to provide feedback to Administrator by Friday. The deadline for the grant application is July 27, 2018.
- 3) 5 yr. Business Plan
Trustee Le Blanc is working on a Plan. He will provide it in the near future.

MAYOR BATHA:

SIGNAGE ON THE CIVIC CENTER:

The old signage was made of plywood and is approximately 40 years old. The letters are 2ft high.

Administrator Peters requested 3 quotes from local and regional companies and was able to secure 2 quotes for high density plastic letters.

- The most affordable quote was \$ 3,800 installed. A sample of the lettering will be provided
- There is no line item in the budget
- Mayor Batha suggested that this be funded through the Rec. Center Project Fund

f. OTHER REPORTS:

TREASURER:

Treasurer Arsene Letourneau and Administrator Steve Peters have been working on the new website
The website is close to being launched.

PUBLIC WORKS SUPERVISOR:

- 1) Water plant –
 - problem with the autodialer
 - 2nd skid unit, at the water tower, is on manual. There is no signal. New meter is needed. An operator will not be needed to turn it up or down.
- 2) Rose Ave. – all water taps done. Public Works Crew will be starting cementing and paving
- 3) Electric Crew – helping with the Civic Center painting. They are doing an excellent job.
 - Painting – working with the sun
 - Bricks have to be repointed
 - The tin on the building will be repaired as needed.
 - Discussion ensued on the painting process

Mayor Batha added that Heath Cardin designed and fabricated poles for the Trail for signage for instructions for the equipment. Waiting to hear from Mrs. Jan Letourneau, Recreation Leader for the OK to be installed.

ADMINISTRATOR:

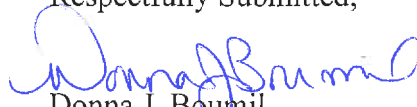
Nothing to add

VI. COMMENTS FROM THE PUBLIC:

No comments from the public

VII. ADJOURNMENT:

Motion by Trustee Arno to adjourn at 7:32; Seconded by Trustee Menard; AYE
CARRIED.

Respectfully Submitted,

Donna J. Boumil
Village Clerk