

Minutes of the Regular Meeting of the Board of Trustees of the Village of Rouses Point, New York held on February 5, 2024, at Halstead Hall, Civic Center, 39 Lake Street scheduled to commence at 7:00PM.

**PRESENT:** John J. LaBonte, Mayor  
Dale Menard, Trustee  
Nicholas C. Southwick, Trustee  
Brian S. Pelkey, Trustee  
Benjamin J. Arno, Trustee

**OTHERS PRESENT:** Arsene F. Letourneau, Treasurer  
John Cooper, Code Enforcement Officer

**RECORDING SECRETARY:** Christopher Latremore, Clerk/Administrator

**CALL MEETING TO ORDER:**

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

**I. COMMENTS FROM THE PUBLIC:**

No one addressed the board.

**REGULAR SESSION:**

**II. MINUTES OF PREVIOUS MEETING:**

Trustee Arno made a motion to accept the minutes of January 16, 2024, seconded by Trustee Pelkey. **ALL VOTED AYE.**

**III. BILLS: \$42,930 CHECK # 30250-30284**

Treasurer Arsene F. Letourneau indicated that there were no additions and no deletions to the bills.

Trustee Menard made a motion to pay the bills as presented, seconded by Trustee Southwick. **ALL VOTED AYE.**

**IV. CORRESPONDENCE:**

Malana Tamer and Michale Miller from the Clinton County Health Department addressed the board concerning Creating Healthy Schools & Communities (CHSC) which is a New York State Department of Health (NYSDOH) grant being administered by the Clinton County Health Department to address health inequalities in Clinton County. Comprehensive grant goals include improving access to healthy foods and physical activity, by connecting everyday destinations. To improve access to physical activity, grant funds are available for eligible Clinton County communities to identify and implement small scale complete streets projects.

Complete streets are public roadways that provide safe and comfortable access to community destinations for people of all ages and abilities. Roadway design features include sidewalks, lane striping, bicycle lanes, signage, crosswalks, curb cuts, raised crosswalks, traffic calming measures, among other pedestrian safety interventions. The New York State Department of Transportation supports complete streets principles enacted into law in the Complete Streets Act of 2011. A number of Counties and local municipalities in NY have implemented policies and resolutions in support of complete streets. As of 2024, the Clinton County Highway Department and all 18 municipalities in Clinton County have a complete streets resolution in place to help guide roadway design and maintenance. The CHSC grant provides technical assistance and grant funds for communities to identify and implement small scale complete streets projects to support a more equitable, safe, economically viable, and healthy environment. The Village adopted a complete streets resolution in February 2021 to help guide future road design and maintenance. To support the resolution, the Village utilized grant funding made available from CCHD under the Routes to Better Health grant. A number of multi-use trail improvements were implemented to increase and improve access to the 5-mile, multi-community, partially paved and off-road, Harry J. McManus Northern Tier Recreation Trail. The trail connects the Village to a central school and the two neighboring communities of the Town of Champlain and the Village of Champlain. Activity friendly trail improvements included new crosswalk striping at trailheads, pedestrian crossing signage, shared road markings, wayfinding signage, trail lighting, benches, and trailhead maps. It is recommended the Village continue to coordinate with the Town of Champlain and Village of Champlain to improve and promote the Northern Tier Recreation Trail. A walk audit was conducted in the Village of Rouses Point on November 13, 2023, with Mayor John LaBonte, Ben Arno, Trustee, Chris Latremore, Village Administrator, 3 members of the public, and CCHD staff. The public was formally invited to attend the walk audit via social media and local marketing efforts. A focus area was identified within the Village downtown district starting at the Village office on Rte. 9/Lake St. then traveling north along Lake St. to Montgomery St., along Montgomery St. to the Veterans Park/Recreation Center access drive then along a multi-use path to the Recreation Center and turning south on Lake St. The walk continued along the main street commercial corridor passing several everyday destinations to Chapman St. The walk continued west on Chapman to Maple St. and south along Maple St. passing the Rouses Point Elementary school through dense neighborhoods and back to Lake St/Rte. 9 to the Village office. An inventory of existing conditions was collected including pavement markings, number and type of roadway travel lanes, traffic control devices and pedestrian signage, sidewalks, crosswalks, pedestrian ramps and whether they are accessible, roadway and pedestrian lighting, and other streetscape amenities. A number of small-scale complete streets projects were identified and are included in this plan. It is recommended the 2023-2024 CHSC concept plan be presented at a Village Board meeting to gather both Board and public feedback and support. Board approval will be required to implement the projects identified in this plan as the Village will be required to purchase equipment and materials with approved expenses eligible for 100% reimbursement upon receipt of proof of payment. Equipment and materials must be purchased by March 15, 2024, and proof of purchase submitted to CCHD no later than April 1, 2024, to ensure successful project implementation within calendar year 2024. Several complete streets projects have been identified utilizing Village administration input, community engagement, a formal walk audit, CHSC grant guidelines, and complete streets and active transportation best practices.

Projects identified are eligible for reimbursement under the CHSC grant unless otherwise noted. All materials identified must be purchased by the Village and will be reimbursed by CCHD as approved in the associated project Memorandum of Understanding. The cost of labor is not an eligible grant expense and project implementation is the responsibility of the municipality. All projects MUST be completed by the end of calendar year 2024. Please note that all projects identified within a local, county, or State right of way may require additional coordination and permitting. All roadway improvements must be installed according to local, County, and NYS DOT regulations.

Jason Ballard from Barton & Loguidice address the board regarding the NYS Water Infrastructure Improvement Act grant that the village recently received in the amount of \$5,000,000 and \$2,000,000 from Elise Stefanik Federal grant for a total of \$7,000,000. Barton & Loguidice estimate the cost of the new Water Treatment Plant project will be \$11,000,000. The new Water Treatment plant will utilize membrane filters which will result in higher electrical costs but will require less chemicals. The Water Treatment Plant will be able to produce up to 1,000,000 gallons of water per day with the ability to expand by another 500,000 gallons. The village has until 2025 for the financing. Currently the village scores at 55 points towards a hardship loan and this would provide a 4 ½ percent loan with a yearly payment of \$213,000 and a cost of \$170 a year to the user. If the village increases, it score to 70 points the interest would be 3% annual payment of \$177,000 and a payment of \$140 a year to the user. If the village scores 100 points it will be eligible to receive 0 percent with an annual payment of \$116,000 with a user annual cost being \$92.00. Jason Ballard feels that the village recently had some violations which will add points to the village current standings. Mr. Ballard indicated the money awarded to the village is going to be the most funding the village will receive because it already exceeds the normal grant payout.

Jason continued to state that the village also received two grants from Environmental Facilities Corporation through the federal Infrastructure Investment and Jobs Act of 2021 for Rouses Point Sewer. One grant is in the amount of \$820,000 and the other is in the amount of \$397,000 for a total of \$1,217,000 and estimates the total overall cost of the project would be approximately \$1,640,000. The project would include replacing sewer holes and sewer lines. The total yearly payout would be \$30,000 with a yearly charge of \$32.50 per user.

The board agreed that this was great news for the residents of the village and would like to move forward with the projects as soon as possible.

**V. REPORTS OF THE MAYOR AND TRUSTEES:**

**A. MAYOR JOHN J. LABONTE**

- 1. Mayor LaBonte read resolution 2024-4 Urban Community Forestry Grants Program.

**Roll call:**  
**Trustee Pelkey AYE**  
**Trustee Southwick AYE**

**Trustee Arno AYE**  
**Trustee Menard AYE**  
**Mayor LaBonte AYE**

**B. TRUSTEE DALE MENARD:**

1. Trustee Dale Menard stated that the village is going to move forward with the water and sewer upgrades, and the grant money is coming at a wonderful time.

**C. TRUSTEE BENJAMIN J. ARNO**

1. Trustee Arno had nothing to report at this time.

**D. TRUSTEE BRIAN S. PELKEY:**

1. Trustee Pelkey advised the residence that the village crew is doing a face lift to the village office. Trustee Pelkey stated that the offices are being sheet rocked and painted.
2. Trustee Pelkey stated that he has been working on the budget. Trustee Pelkey stated that he was looking at the EMS cost for this fiscal year with the cost being \$210,000. Trustee Pelkey stated that he was comparing other municipal rates and noted that Champlain was .99 per thousand for EMS and \$2.40 for Fire while Chazy was \$1.00 and Ellenburg was \$2.40 for EMS and \$2.99 for Fire. Trustee Pelkey feels that the village needs to look at the village total cost for EMS service and explore other options.

**E. TRUSTEE NICHOLAS C. SOUTHWICK:**

1. Trustee Southwick indicated that Zack Roberts and Dave Carter need to travel for training for their wastewater license. Mayor LaBonte made a motion to authorize Zack Roberts and Dave Carter to travel seconded by Trustee Pelkey. **ALL VOTED AYE**
3. Trustee Southwick stated that the Civic Center has posted dates and time for public skating and stick-N- puck in the upcoming weeks. Trustee Southwick stated that the dates and time could be found on the village Website and Facebook page. Trustee Southwick continued to state that the dates and times are subject to change.
4. Trustee Southwick wanted to let everyone know that after the previous meeting he did some research and for individuals that need to register to vote, and they can register online.

**VI. OTHER REPORTS:**

None

**VII. ADJOURNMENT**

Trustee Arno made a motion to adjourn at 8:20PM, seconded by Trustee Menard.  
**ALL VOTED, AYE.**

Respectfully Submitted,

*Christopher W. Latremore*

Christopher W Latremore  
Village Clerk/Administrator