

Town of St. Armand  
Regular Board Meeting – 6:30 pm  
Tuesday, August 16, 2022

*These Meeting Minutes were approved by the St. Armand Town Board on October 18, 2022.*

A Regular Board Meeting of the Town of St. Armand was held on the above date and time via webinar and in person conducted at the Town Hall, Bloomingdale, NY. The Public Hearing was advertised and made available to the public.

**BOARD MEMBERS PRESENT:**

Town Supervisor Davina Winemiller, Deputy Supervisor Karl Law, Councilperson Donald Amell, Councilperson Sheridan Swinyer, and Councilperson Stephanie Mikesell (on line) were all in attendance.

*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:** Highway Superintendent Douglas Snickles, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

**EXCUSED:** Water Superintendent Cory Skiff.

**GUESTS FROM THE COMMUNITY:** Nancy Bernstein from Adirondack North Country Association (ANCA), Jacob Venne Volrath, and (1) unidentified caller.

**REGULAR BOARD MEETING - 6:30 pm**

Supervisor Davina Winemiller called the meeting to order at 6:30 pm and asked all to join in the Pledge of Allegiance.

Supervisor Winemiller then introduced Nancy Bernstein, ANCA, to give a brief explanation of the NYSERDA Clean Energy Communities Program and the Community Campaigns Scoping Document. Nancy explained how Community Campaigns can be an effective way to encourage adoption of new, innovative technologies to generate value and savings for consumers while advancing New York's clean energy goals. The goal is for local residents and business to gain increased access to clean energy. Community Campaigns are generally short-term efforts that identify potential customers through widespread outreach and education.

The Board thanked Nancy for her presentation and then Supervisor Winemiller asked the Department Heads to present their monthly reports.

**HIGHWAY DEPARTMENT MONTHLY REPORT**

Highway Superintendent Douglas Snickles presented the following report to the Board.

**Town of St. Armand Highway Report for the August 16, 2022 Board Meeting**

- 1) We finished ditching and shouldering on Trudeau Road for the County.
- 2) We ditched the bottom road of Rockledge and put some crusher run down.
- 3) We are working on the Youth Building when we can.
- 4) We installed culver in a driveway in Rockledge.
- 5) We put drainage in back of the town hall.
- 6) We started cutting grass on the sides of our roads.
- 7) We ditched Gladd Road and are going to put down more crusher run that we stocked-piled at our garage.
- 8) We are working at the Youth Field in building and helping set up for the Block Party.

Supervisor Winemiller gave a public thank you to the Highway Crew for their help with the Block Party.

**WATER DEPARTMENT MONTHLY REPORT**

Water Superintendent Cory Skiff submitted the following report to the Board.

**Town of St. Armand Water Report for the August 16, 2022 Town Board Meeting**

- 7/6/22 - Monthly report to health department
- 7/7/22 - Monthly sample to lab
- 7/9/22 - Met with Tom from Ace Electric about lights and outlets in the generator building at the well field.
- 7/13/22 - Quarterly readings for Barb
- 7/14/22 - MJ Raymond fixed three hydrants, two on Union ST., and one on School ST.
- 7/15/22 - Turned water on at 1664 State Route 3
- 7/22/22 - Broken water lateral at the end of Mill ST. MJ Raymond assisted in the repair.

There were no questions regarding the Water Report.

## WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stanley Ingison presented the following report to the Town Board:

### Summary of last month's activities for the August 2022 meeting

- 1) Did daily collections, testing and recorded data.
- 2) Did daily checks of all systems at the PTB and WWTP and recorded the data.
- 3) Wrote up the DEC monthly operating report and the discharge monitoring report and submitted them digitally.
- 4) Did weekly generator checks.
- 5) Did weekly greasing of the paddle wheel drive and clarifier drives.
- 6) Did weekly grit removal from the classifier drive outfall and unloaded it into the transfer station trash dumpster.
- 7) I did the weekly flexing of all the aeration diffusers.
- 8) With confined space entry we are still working toward getting more of the staff re-trained, with the 3 year updates, and Josh trained for the first time for confined space entry work. A new class has not been scheduled yet (that I know of). The gas detector is in getting repaired and we are getting test gases to meet the new regulations for keeping the meter calibrated and checked properly before use each time.
- 9) I am working on getting some pricing for 4" and 1" tubing with fittings to rebuild the aeration lines in the first half of lagoon #1 as they have now shown damage from being incorrectly installed during the rehabilitation work in 2018. We need to center the aerator drop lines properly to keep them from dragging on the liner and causing wear to both the diffusers and the liner. I have most of the parts now and am only looking for the 4" items at this point.
- 10) I replaced the original level transmitter in the WWTP wet well after it stopped working. The backup float system kept the pumps working until we received the replacement transducer. There was a bit of extra work involved as the company that made the transmitter had stopped making them and we had to find a replacement unit from another company and the air pressure line was a different size so it was troublesome to get the lines to couple. It is now back up and running again.
- 11) With the hot, sunny and dry weather of this summer I have had trouble the last 2 months with above normal suspended solids that are both remaining in the effluent long enough to exit the clarifiers but settling out from the effluent quickly enough that they show up in the effluent testing. This means that our percent removal dropped below the minimum the last 2 months. I believe I got things working well enough to be back in compliance for this month's tests and will let you know when we get the results.
- 12) Davina helped to find another company (CPE) that is closer and hopefully much cheaper than Koester is to work on repairing our blowers. In the meantime, the third blower (the first one was previously repaired by Koester) had a seal start leaking so we have 2 blowers with an oil leak to be worked on. I met with Colton, a technical sales representative of CPE, and he will be getting us a quote to do the work on our blowers probably before the board meeting.
- 13) I continue to work on the St. Armand Wastewater Department Comprehensive Improvement and Repair Program.

There were no questions regarding the Wastewater report.

## CODE ENFORCEMENT MONTHLY REPORT

Code Enforcement Officer Rodger Tompkins submitted the following written report to the Town Board:

### Code Enforcement Report for the August 16, 2022 Town Board Meeting

Code Enforcement Officer's Report for the August 16th, 2022 Town Board Meeting

Submitted by Rodger Tompkins, CEO

New Residential Building Permits Issued Since Last Report: 9

Extension of Residential Building Permits Issued: 0

Commercial Building Permits Issued: 0

Stop Work Orders issued: 0

Demolition Permits Issued: 0

Solar PVS Permits Issued: 0

Code Violations Issued: 0

Sewer Code Violations Issued: 0

Total number of Residential Building permits issued for the year 2022: 32

Total number of Residential Certificates of Completion issued for the year 2022: 4

Total number of Commercial Building permits issued for the year 2022: 0

Total number of Commercial Certificates of Completion issued for the year 2022: 0

Total number of Demolition permits issued for the year 2022: 1

Total number of Demolition Certificates of Completion issued for the year 2022: 0

Total number of Solar permits issued for the year 2022: 0

Total number of Solar Certificates of Completion issued for the year 2022: 1

Total number of Code Violations issued for the year 2022: 0

Total number of Code Violation Certificates of Completion issued for the year 2022: 12

Total number of Sewer Code Violations issued for the year 2022: 0

Total number of Sewer Code Violation Certificates of Completion issued for the year 2022: 1

Amount of fees collected for Code Office since last report: \$1,840.00

Amount of fees collected for Water Department since last report: \$0  
Amount of fees collected for Sewer Department since last report: \$0  
Total amount of fees collected via Code Office since last report: \$1,840.00  
Total amount of fees collected via Code Office for the year 2022: \$4,920.00

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I have continued to perform inspections and follow up with open Code Violations and open Building Permits. I have received my Certificate and am now an official certified Code Enforcement Officer. Thank you.

There were no questions regarding the Code Enforcement monthly report.

## TOWN JUSTICE REPORT

### St. Armand Town Court Report for July 2022

Total fines and surcharges collected for the month of July 2022: \$2223.00  
Total collected year-to-date: \$14315.00  
Total parking fines for July 2022: \$975.00  
Total parking fines year-to-date: \$2075.00

The court responded to one caustic, vulgar letter of complaint, regarding a parking ticket. Letter of complaint and the court's response are attached. When a line is crossed, the court will respond.

The court is now holding two criminal sessions per month, due to the uptick in criminal cases. The pilot program of having embedded peer counselors in the courtroom, from St. Joe's Rehab is going well. I will be holding a meeting with St. Joe's Admin to discuss the current status and discuss doing a media release for the public. St. Joe's is hoping the other local courts will be open to participating in the program.

There were no questions regarding the Town Justice monthly report.

## RESOLUTIONS # 62 - # 66 OF 2022

### RESOLUTION # 62 OF 2022

### A RESOLUTION ADOPTING LOCAL LAW NO. 1 OF 2022 – ROCKLEDGE WATER RULES AND REGULATIONS OF 2022

Councilperson Sheridan Swinyer, who moved its adoption, offered the following Resolution:

Upon the passage of a motion to consider from the floor, and the same appearing proper and necessary.

WHEREAS, the Town Board of the Town of St. Armand hereby adopts the following proposed Local Law NO. 1 OF 2022 entitled "ROCKLEDGE WATER RULES AND REGULATIONS and provides as follows:

#### SECTION I - ADOPTION:

This proposed local law is pursuant to the authority granted the municipality in Section X of the Municipal Home Rule Law and in Section 140(6) of the Town Law.

#### SECTION II - SEVERABILITY:

If any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance, shall be adjudicated by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not impair, affect, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation, or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

#### SECTION III - EFFECTIVE DATE:

This proposed local law shall take effect immediately upon filing with the Secretary of State after adoption by Resolution.

BE IT FURTHER RESOLVED that a Public Hearing was conducted by the Town Board of the Town of St. Armand on the foregoing introduction of proposed Local Law No. 1 of 2022 on July 19, 2022, at 6:00 pm at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY, to hear any and all persons concerning the same. There were none.

## LOCAL LAW NO. 1 OF 2022 - ROCKLEDGE WATER RULES AND REGULATIONS

### GENERAL PROVISIONS ON WATER SYSTEM

1. Water Department - There is hereby established a Rockledge Water Department, which shall be under the supervision of the Town of St. Armand Water Superintendent. The department shall be responsible for the management, maintenance, care, and operation of the water works system of the Rockledge Water District.
2. The Village of Saranac Lake provides the water to the Rockledge Water District and the Village of Saranac Lake performs billing for usage of such. The Village of Saranac Lake also has their own set of Rules and Regulations for their water systems that must also be followed by the Rockledge Water District.
3. Use or Modification of Water System Restricted-No person, corporation, owner, consumer or any other individual or entity shall make or use any water service installation connected to the Rockledge Water District water system except pursuant to application and permit as provided here. No person shall make or use any such installation contrary to the regulatory provisions of these Rules and Regulations. No person, except the current property owner, an authorized Rockledge Water District employee or Village of Saranac Lake employee, with permission, shall turn on any water supply at the curb stop, or tap any distributing main or pipe of the water supply system or insert a stop cock or other appurtenance therein without a St. Armand Building Permit and notice and approval from the St. Armand Water Superintendent.
4. Connection – All connections to water mains including all excavation around or near public water mains must take place in the presence of the St. Armand Water Superintendent, at his/her convenience, unless the St. Armand Water Superintendent authorizes or requires a duly licensed and insured contractor to make such connection. Dig Safe NY must also be contacted and approval from them must be received prior to excavation.
5. Supply from One Service – No more than one house or building shall be supplied from one service connection except by special permission of the Town Board. Whenever two or more parties are supplied from one pipe connection with a service main, each building separately supplied shall have a separate curb stop and a separate meter. The property Deeds for both parcels must include specific language regarding the responsibility of each party for the shared water line.

#### Applications for Service

- A. Procedure-Application for a water service installation and for water service shall be made to the St Armand Code Enforcement Officer on a Water Line Building Permit Application, at least 30 days' notice prior to the desired start date of service. By her/his signature, or use of the water service, the applicant shall agree to conform to these Rules and Regulations and to rules and regulations that may be established by the Village of Saranac Lake as conditions for the use of water. Such rules and regulations may be adopted or amended from time to time and it is the responsibility of the applicant and/or user to be familiar with such rules and regulations. The Rockledge Water District reserves the right to reject application for service that is inconsistent with this code, or for any reason that it finds is inconsistent with the best interests of the Town of St. Armand or the Rockledge Water District.
- B. Fees or Deposit-Application for a service installation (wet tap) shall be made by the owner of the property to be served or by her/his agent. The applicant shall, at the time of making application, pay to the Rockledge Water District the amount of the fees or deposit required for the installation of the service connection as provided in these Rules and Regulations. The amount of such fees will be set and amended by Resolution of the Town Board from time to time.

#### Charges for Service Connections

- A. Permit and Fee-No connection shall be made to the Rockledge Water District water system without a permit received from the St. Armand Code Enforcement Officer. The fee for each water main connection permit shall be set by Resolution of the St. Armand Town Board. These fees shall be in addition to any tapping fees required.
- B. Connection Fees-When a connection requires installation of a service line from the main to the property line, the applicant for a permit shall pay to the Rockledge Water District the fee for the wet tap. Installation cost of the service line will be the responsibility of the homeowner.
- C. Inspection – The St. Armand Water Superintendent must be informed as to the date and time of the wet tap, and the St. Armand Water Superintendent must inspect and approve of the water line installation. The homeowner is responsible for contacting the St. Armand Water Superintendent and giving a minimum of seven (7) business days' notice prior to the installation of the wet tap. No person, except for St. Armand Employees or Village of Saranac Lake Employees, shall turn the water on or off at any connection to the water main. Water will be turned on by Employees to test the pipes before they are covered.
- D. Certification-No permit shall be issued to connect with any water main unless the St. Armand Water & Sewer Clerk has received payment in full for the wet tap. Wet tap fees and other information are outlined in this document.

#### Accounting and Billing

- A. Accounts in name of owner—All property owner's must have their name listed on the account, in addition to any renter of such property. It is the responsibility of the property owner to inform the Saranac Lake Village Water & Sewer Clerk of any changes in service.
- B. Bills for service— The Village of Saranac Lake is responsible for the billing of water service. Bills are sent out quarterly. It is the responsibility of the property owner to ensure that the water bills are being paid as required. Failure to pay water bills may result in the bills being levied on the property owners' taxes.
- C. Delinquent accounts—Per the Village of Saranac Lake Water Rules and Regulations, late payments may be charged late fees in accordance to their rules.
- D. Adjustments – If an adjustment to the water rates is warranted, it is the responsibility of the property owner to contact the Village of Saranac Lake Water & Sewer Clerk to review and rectify the bill. The Town of St. Armand does not have any authority in regards to billing for usage.
- E. Water disconnections for non-payment will be in accordance with the Village of Saranac Lake Water & Sewer Rules and Regulations.
- F. Procedure for shutoff of service- If a property owner needs the water shut off at the curb stop, they have the right to do this themselves. If the property owner does not have the necessary tools, skills or equipment to shut off their water, the property owner must contact the St. Armand Water & Sewer Clerk to make arrangements for shut off. The fees for water shut off and water turn on are \$25.00 per instance, these bills will be sent by the St. Armand Water & Sewer Clerk to the

homeowner for each shut off or turn on of the water. Alternatively, the homeowner may contact the Village of Saranac Lake Water Department for assistance with the shut off, and will be billed according to the Village of Saranac Lake Water fees for the service.

G. Collection of Accounts – Collection of water bills are the responsibility of the Saranac Lake Village Water & Sewer Clerk, in accordance to their rules and regulations.

H. Connection charges – The water line tapping fee is \$200.00 for a ¾ inch water line and \$250.00 for a 1-inch water line. During the winter months, November 15 to April 15th, the fee for water line tapping is \$400.00 for a ¾ inch line and \$500.00 for a 1-inch water line. Additionally, there will be a charge of \$40.00 per hour for every hour over 6 initial hours for a water line tapping.

I. Curb Stop – the property owner is responsible for having a curb stop in good working order. In case of Emergency, Employees of the Rockledge Water Department or the Village of Saranac Lake Water Department may need to utilize the curb stop to shut off the water. If the curb stop is not in good working order, the Employees of the Rockledge Water Department or the Village of Saranac Lake Water Department may need to make entry of the residence, see below.

#### Entry of Premises

A. In case of Emergency, the St. Armand Water Superintendent or other designated official or employee of the Village of Saranac Lake may, at all hours, enter any private premises for the purpose of inspecting water and sewer system connections, meters, plumbing, and appurtenances to assure compliance with this or other applicable laws, regulations and ordinances and working order. An Emergency shall mean any type of Water or Sewer Main or Lateral Line Break, or the belief of such break, or any other such event that the Water or Sewer Superintendent believe to be an Emergency situation. All attempts will be made to notify the owner and/or tenants of such entry. If the owner/tenant are at home, they will be asked to escort the employee to their basement area or location of water shut off valves.

B. The Saranac Lake Village Employees will follow the Saranac Lake Village Water Local Law and the rules that they have established

C. The procedure that will be followed by the St. Armand Employees in case of emergency is outlined here:

1. The Employee will make good faith attempts to shut the water off at the curb stop prior to emergency entry into the basement of a residence.
2. If the curb stop is not in good working order and cannot be used to shut off the water, the Employee will contact the Town Supervisor, who will make all attempts to get in touch with the owner
3. The Town Supervisor and employees will attempt to reach the property owner by all means. If the owner is not available for contact, the Town Supervisor will request emergency personnel for escort onto the property. Emergency personnel can be fire department, police or sheriff's department.
4. Once the emergency personnel have arrived on-scene, they will make the entry into the property and escort the employee to the basement or shut off area.
5. The employee will attempt to shut off the water using the main shut off valve.
6. If the main shut off valve is not in good working order; the employee may use tools to pinch the line to shut off the water
7. Once the water is shut off, the fire department may be deployed to use pumps to remove water from the residence.

#### General Water Regulations

A. Discontinuance of Service-The Rockledge Water District may discontinue service to any water consumer without notice for necessary repairs, maintenance or during an emergency or upon notice of at least 15 days, service may be terminated by the St. Armand Water Superintendent for any of the following reasons:

1. Failure to provide the St. Armand Water Superintendent access to property for maintenance or repair.
2. Failure to make such other modifications or repairs as is required by law, or for failure to comply with these rules and regulations upon notice to do so.

B. If a water bill is delinquent, the rules set forth by the Village of Saranac Lake regarding water service termination will be in effect.

C. Repair of Leaks-The consumer or owner shall be responsible for maintaining the service pipe from the corporation stop on the main line into the building served. If the Owner or Consumer fails to repair any leak in such service pipe after notice by the St. Armand Water Superintendent, the St. Armand Water Superintendent may turn the water off. The water shall not then be turned on again until the repairs have been made subject to approval of the St. Armand Water Superintendent. When the waste of water is great, or damage is likely to result from the leak, the St. Armand Water Superintendent shall turn the water off immediately upon the verbal or written giving of notice if repair is not commenced immediately.

D. Use of Fire Hydrants-No person other than an authorized St. Armand Employee, Village of Saranac Lake Employee or Fire Department personnel shall operate a fire hydrant or interfere in any way with the Rockledge Water District water system without first obtaining authority to do so from the St. Armand Water Superintendent. Fire Department members should be trained by the St. Armand Water Superintendent and/or Fire Chief of the Bloomingdale Volunteer Fire Department as to the safe and proper use of fire hydrants.

E. Private Water Supply-No water pipe of the Rockledge Water District water supply system shall be connected with any pump, well, or tank that is connected with any other source of water supply. When any such connection is found, the St. Armand Water Superintendent shall notify the owner to sever the connection and if this is not done within 24 hours, the Rockledge Water District shall turn off the water supply immediately. Before any new connection to the Rockledge Water District system is permitted, the department shall ascertain that no cross connection will exist when the new connection is made.

F. Restricted Hours-Whenever the Village of Saranac Lake Board determines that a shortage of water supply threatens the Rockledge Water District, it may, by Resolution, limit the times and hours during which Rockledge Water District water may be used for sprinkling, irrigation, car washing, air conditioning, or other specified uses. After Adoption of the Resolution, no person shall use, or permit water to be used, in violation of the Resolution, and any customer who does so

shall be charged a fee set by said Resolution of the Village of Saranac Lake Board for each day of violation and the charge shall be added to the next water bill. If the emergency requires immediate compliance with terms of the Resolution, the Village Board may provide for the delivery of a copy of the Resolution to the premises of each customer, and any customer who has received such notice and thereafter uses or permits water to be used in violation of the Resolution shall be subject to the charge provided above. Continued violation shall be cause for discontinuance of water service on a 15-day written notice posted on the front door of the premises.

G. Permitting Use by Others-No person shall permit Rockledge Water District water to be used for any purpose except upon their own premises except in an emergency and then only if written (or verbal in case of dire Emergency) permission is first obtained from the St. Armand Water Superintendent. Anyone wishing to obtain water from a hydrant for construction purposes shall make application to the St. Armand Water Superintendent for such services. No person other than the St. Armand Employees, Village of Saranac Lake Employees or members of a Fire Department during a fire emergency may use a water hydrant for any reason, at any time.

#### Meters

A. Meters Required-Except for the extinguishments of fire, no person other than an authorized St. Armand or Village of Saranac Lake employee shall use water from the Rockledge Water District water supply system or permit water to be drawn wherefrom unless the water passes through a meter supplied or approved by the Rockledge Water District. Any person wishing to connect or disconnect a water meter must receive permission from the St. Armand Water Superintendent. No person not authorized by the St. Armand Water Superintendent shall connect, disconnect, take apart, or in any manner change or interfere with any such meter or its use.

B. Meters and Meter Readers are the responsibility of the owner. The Rockledge Water District is not responsible for the installation or use of Meters or Meter Readers.

C. Complaints, Meter Testing-When a consumer complains that the bill for any past service period is excessive, the property owner shall request to have the meter reread by the Village of Saranac Lake. If the consumer remains dissatisfied, he/she may, at their own expense, have their meter tested or replaced by a company of their choice. If a consumer has a complaint and wishes to have an Adjustment made to their Water, the customer must contact the Village of Saranac Lake Water & Sewer Clerk to make such request.

D. Meters Property of Home Owner - Water meters shall be the property of the Home Owner and may be removed or replaced as to size and type that registers in gallons when deemed necessary. The Home Owner must inform the Village of Saranac Lake Water & Sewer Clerk of such change immediately.

E. Meter Reading and Inspection-Authorized meter readers shall have free access at reasonable hours of the day to the exterior of the premises connected with the Rockledge Water District water supply system in order to read meters and make inspections.

#### Plumbing Regulations

A. Service Pipes-Every service pipe shall be laid with sufficient bend to allow not less than one foot of extra length and in such manner as to prevent rupture by settlement. The service pipe shall be placed not less than four feet below the surface (it is recommended at least six feet below) and be so arranged as to prevent rupture by freezing. A shut off or other stop cock with waste valve of the size and strength required shall be placed close to the inside wall of the building and be well protected from freezing. Copper tubing shall be used for all services of two inches or less from the corporation stop to the curb stop, any piping after the curb stop may be PEX, but cannot be black plastic. No joints on PEX tubing are allowed, for any length. Joints on copper tubing shall be as few as possible and not more than one joint shall be used for a service up to 70 feet in length on copper tubing. Each joint shall be left uncovered until inspected by the St. Armand Water Superintendent or their designee. Every service line over two inches shall be ductile iron pipe. Connections with the mains for domestic supply shall be at least 3/4 inch. If service pipes are buried before they are inspected by the St. Armand Water Superintendent, the owner, at their expense, shall be required to dig up the lines for inspection by the St. Armand Water Superintendent. If the owner refuses to do so, the St. Armand Water Superintendent shall have the right to refuse water service until such inspection occurs.

B. Water Meter Setting-Every water meter shall be installed in a way that it will prevent freezing of the meter. The Home Owner is responsible for any damages to any water meter or reader.

C. Location of Stop Boxes-Curb stop boxes shall be installed generally where desired by the St. Armand Water Superintendent, but they shall be placed as near as possible to the curb if on a Street. They shall be installed so that the top of the stop box is level with the established grade and shall be left in an accurate vertical position when back-filling is completed. It is the property owner's responsibility to ensure that their curb stop is in good working order at all times.

D. Repairs-All repairs or replacements of service pipes between the corporation stop and the building plumbing shall be made at the expense of the property owner.

E. Freezing-A stop and waste cock will be required on every water service extension within the premises below the frost line in such location as to permit the pipe to be emptied to prevent freezing. Any frozen pipes from the corporation stop on the water main to the building shall be thawed at the expense of the property owner. The Rockledge Water District will be responsible for the thawing of any frozen water mains.

#### Water Rates

A. Each water user shall pay the water rates as established by the Village of Saranac Lake Board.

#### Unmetered Users

A. In the case a water user is furnished water service without a meter, the user shall pay a flat rate fee in an amount as provided by Resolution of the Village of Saranac Lake Board.

#### Disconnection from the Rockledge Water District

A. In the case where a resident that is currently receiving water via the water mains in the Rockledge Water District wishes to have a well drilled and be removed from the Water District main service lines, the property owner must apply

for a St. Armand Building permit to have the water main dug up and severed. The property owner must also apply for a St. Armand Building permit to drill a well.

- B. The property owner will be responsible for all costs to drill the well and remove the water line
- C. The property owner will be responsible for all costs to cover the road back to safe condition once the water line has been removed.
- D. The property owner will be responsible for informing the Village of Saranac Lake Water and Sewer Billing of their change in status.

Rockledge Water District Tax Parcels

- A. All vacant lot parcels that fall within the contiguous Rockledge Water District boundaries shall be charged a "Vacant Lot Tax" which will be half the tax rate for a residence that has water service to it.
- B. A property that has a residence on the lot will be charged the full Water District tax on the parcel, even if the property does not receive water via the Rockledge Water Mains.
- C. If the property has improvements, for example a garage, the parcel shall be charged the same as a "Vacant Lot Tax".
- D. These rules have been validated via the Special Assessment section of Real Property Tax Law, as follows: A "Special Assessment" is defined in section 102 (15) of the Real Property Tax Law as a "charge imposed upon benefited real property in proportion to the benefit received by such property to defray the cost, including operation and maintenance of a special district improvement or service or of a special improvement or services, but does not include a special ad valorem levy." The State Comptroller has concluded that a special assessment should be imposed on ALL the parcels located within a district and therefore deemed benefitted by the improvement, whether the parcel is using the service. (29 Op. State Compt. 139, 1973), and whether the parcel is vacant or improved (30 Op. State Compt. 147, 1974); 31, Op. State Compt. 852, 1975).

Violations

- A. Notification – The St. Armand Code Enforcement Officer shall notify the owner or authorized agent of the owner of the premises in which a violation, or any rules and regulations adopted there from has been found and set a reasonable time for such owner to correct the violation, not more than 30 days. Upon failure of the owner to have the defect corrected within 30 days, the St. Armand Code Enforcement Officer, upon at least 24-hour hour’s written notice, posted on the front door of the premises, may cause the water service to such premises to be terminated until such defects are corrected.
- B. Enforcement – This article may be enforced by any peace officer or police officer performing his or her duties within the Rockledge Water District or the Town of St. Armand Code Enforcement Officer or any other designated Town Officer. Such enforcement may include issuing of violation tickets for appearance in Town Court. Any such enforcement will be at the discretion of the attending officer or official.
- C. Any violation of these, or any rule or regulation adopted as authorized by these rules, shall be punishable by a fine not to exceed two hundred and fifty dollars per day of violation.
- D. Any violation of these rules shall not preclude any individual or entity from criminal or civil liability imposed by any provision of New York State Law, including, but not limited to the Penal Law or Environmental Conservation Law, or any rule or regulation imposed pursuant to such laws. Furthermore, nothing in these rules and regulations serves to preclude or preempt any civil liability that may be imposed on any individual or entity due to such individual or entity’s negligent or intentional acts that results in harm to the Rockledge Water District.

Rules and Regulations

Rules and Regulations that add to, expand, clarify or supplement any provision of these rules and regulations may be adopted from time to time by Resolution of the Town Board. Such rules and regulations may be obtained by contacting the Town Clerk and/or Water & Sewer Clerk and requesting the most updated copy of the Rockledge Water & Sewer Rules and Regulations.

State and Federal Laws

If, by its adoption, these rules and regulations are in direct violation of any State or Federal Law not subject to The Municipal Home Rule Law, that portion of such which is in direct violation, may be considered null and void. However, all other provisions of these rules and regulations shall remain in full force and effect.

BE IT FURTHER RESOLVED that the Clerk of the Town of St. Armand did publish a notice of such hearing in the designated Town newspaper at least five (5) days prior to said hearing.

This Resolution was duly seconded by Deputy Supervisor Karl Law, and adopted by Roll Call vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: August 16, 2022

\_\_\_\_\_  
Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 63 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S  
APPROVAL AND ADOPTION OF REVISIONS TO  
THE TOWN'S POLICY AGAINST DISCRIMINATION  
AND HARASSMENT EFFECTIVE AUGUST 16, 2022.

Councilperson Donald Amell, who moved its adoption, offered the following Resolution:

WHEREAS, the Town of St. Armand has an existing policy against discrimination and harassment with the most current edition adopted on October 9, 2018, and

WHEREAS, in order to be compliant with New York State's policy, the Town Board of the Town of St. Armand approves the revisions to their Discrimination and Harassment Policy and the changes will become effective upon the passing of this Resolution:

NOW THEREFORE, let it be resolved that the Town of St. Armand's Town Board hereby adopts the revisions to the Town's Discrimination and Harassment Policy and be it further resolved this Resolution supersedes any and all previous Resolutions regarding the Town of St. Armand Discrimination and Harassment Policy.

This Resolution was duly seconded by Councilperson Stephanie Mikesell and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: August 16, 2022

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 64 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S  
AUTHORIZATION TO SURPLUS THE  
TOWN HIGHWAY DEPARTMENT'S  
OLD GRADER

Deputy Supervisor Karl Law, who moved its adoption, offered the following Resolution:

WHEREAS, the Town Board of the Town of St. Armand agrees that the Highway's Grader has passed its useful life, and

WHEREAS, the Town Board agrees that to repair this vehicle would not be possible or cost effective,

THEREFORE, LET IT BE RESOLVED that the Highway grader shall be considered junk, removed from the Town Highway Garage inventory list, and be put out to surplus.

This Resolution was seconded by Councilperson Sheridan Swinyer and adopted by Roll Call vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: August 16, 2022

\_\_\_\_\_  
Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 65 OF 2022

TOWN OF ST. ARMAND TOWN BOARD  
AUTHORIZATION TO SURPLUS THE  
TOWN HALL'S OLD RADIATORS AND  
LIGHTS FROM THE TOWN HALL RENOVATION

Councilperson Sheridan Swinyer, who moved its adoption, offered the following Resolution:

WHEREAS, the Town Board of the Town of St. Armand agrees that the Town Hall's old radiators and lights that have been removed due to current renovations have surpassed their useful life, and

THEREFORE, LET IT BE RESOLVED that the old radiators and lights be considered junk, removed from the Town Hall, and be put out to surplus.

This Resolution was seconded by Councilperson Stephanie Mikesell and adopted by Roll Call vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: August 16, 2022

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Barbara J. Darrah  
St. Armand Town Clerk

RESOLUTION # 66 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S  
REINSTATEMENT OF THE REGULATION OF  
WATER SHUT-OFFS FOR THE 3RD QUARTER 2022  
OVERDUE BALANCES AS OF AUGUST 23, 2022.

Deputy Supervisor Karl Law, who moved its adoption, offered the following Resolution:

WHEREAS, due to the economic hardship following the COVID pandemic, the Town Board of the Town of St. Armand considered suspending the water shut-offs for the 2022 2nd billing quarter, and

WHEREAS, RESOLUTION # 60 of 2022, adopted by the Town Board on July 19, 2022, temporarily waived Water and Sewer shut-offs for customers with overdue balances and who had not paid their balances as of May 17, 2022, and

WHEREAS, further information was gathered on the New York State Office of Temporary Disability Low Income Household Water Assistance Program and that information was included with the 3rd Quarter Water and Sewer bills to those customers with past due water and sewer accounts, mailed on July 20, 2022, and

WHEREAS, those customers who received the information need to contact the New York State Office of Temporary and Disability Low Income Household Water Assistance Program in order to apply for assistance with their water and sewer past due balances.

THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand, hereby reinstates the regulations of water shut-offs to those residents and businesses with unpaid balances on their Water and Sewer accounts as of August 23, 2022. At that point, the customers who receive the shut-off notices can still apply to the New York State Office of Temporary and Disability Low Income Household Water Assistance Program to seek assistance with their unpaid balances.

This Resolution was duly seconded by Councilperson Donald Amell and adopted by Roll Call Vote as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: August 16, 2022

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Barbara J. Darrah  
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

The payment vouchers for August's bills were presented for the Board's approval as follows:

General Vouchers # 227 - # 262	in the amount of \$ 48,742.18
Trust and Agency Vouchers # 22 - # 23	in the amount of \$ 181.00
Highway Vouchers # 109 - # 123	in the amount of \$ 12,095.91
Water and Sewer Vouchers # 129 - # 142	in the amount of \$ 11,938.56
B Fund Voucher # 6	in the amount of \$ 155.90
Rockledge Voucher # 5	in the amount of \$ 21.12
HT Grant Fund Vouchers # 7 - # 12	in the amount of \$ 14,253.71

Fire Protection Voucher # 6 - # 7 in the amount of \$ 3,841.07

Councilperson Stephanie Mikesell made the Motion to approve payment of this month’s bills; the Motion was seconded by Councilperson Sheridan Swinyer. A Roll Call Vote was as follows:

Supervisor Davina Winemiller	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donald Amell	AYE
Councilperson Stephanie Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

All in favor. Motion carried.

Dated: August 16, 2022

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Barbara J. Darrah,  
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor’s Monthly Report for July 2022. Councilperson Donald Amell made the Motion to approve July’s Supervisor’s Report. The Motion was seconded by Councilperson Sheridan Swinyer. All in favor. Motion carried.

REVIEW AND MOTION TO APPROVE PREVIOUS MONTH’S MINUTES

Deputy Supervisor Karl Law made the Motion to approve the Meeting Minutes of the Public Hearing (Local Law #1 – Rockledge Water Rules and Regulations), and the Regular Board Meeting all held on July 19, 2022, and the Special Board Meeting held on August 4, 2022. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of July 2022:

Dog Licenses (7) FS (5) MN (2)	\$ 49.00
Total Revenue Earned	\$ 49.00

Checks written to: Town Supervisor \$ 42.00 NYS Dept. of Agriculture & Markets \$ 7.00

WATER AND SEWER BILLING MONTHLY REPORT:

The current total receivables as of August 16, 2022 are \$ 83,072.70. That total includes arrears through the 2nd Quarter. The due date for the 3<sup>rd</sup> Quarter is August 22, 2022 and late fees will be applied on August 23, 2022. Darrah stated the Town has been approved as a vendor for the NYS Disability LIHWAP, the program offered by the NYS Office of Temporary and Disability Assistance. The program works with low income households to assist in paying their past due water bills. Darrah stated she has not heard from any customers to date.

There was one pool fill adjustment approved by the Board.

OLD BUSINESS

Possible Land Purchase (Fawcett’s property) – Supervisor Winemiller reported Mary Odell is scheduled to be on the property on August 31st to do a more complete wetland survey.

Town Hall Grant Update – Winemiller reported the grant is moving forward. Everything that is being done right now is the Town’s match which was \$73,500.00. The work that has been done thus far is amazing. The Town will be going to bid soon.

Town Comprehensive Plan Grant - The Town received the Comprehensive Grant. Winemiller reported she is working with Jessica at the Essex County Planning Office and there should be a resolution next month to sign the contract. The initial documents have been signed and forwarded.

Halloween Decorations – Judging Procedures – Supervisor Winemiller reported that at the last meeting, Josh Colby had asked if the Town residents could weigh in on the voting? Winemiller and the Board determined that was a great idea and

Winemiller stated photos could be taken of all the participants decorations and then posted on Facebook and the judges will take into account the number of likes each photo receives. That seemed to be the fairest way as that way there could be no duplicate voting.

Annual Bloomingdale Block Party – Supervisor Winemiller reminded everyone that the annual Block Party is this Saturday, August 20, 2022, starting at 11:00 am until 8:00 pm. The Corn Hole tournaments will begin at 2:30 pm. Winemiller stated the only disappointment was the shortage of helium this year for inflating the balloons.

#### NEW BUSINESS

There was no new business for this meeting.

#### QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Supervisor Winemiller opened the floor to anyone with questions, comments or concerns.

Jacob Venne Volrath messaged through the webinar that it was a great meeting and thanked the Board for keeping the meetings accessible to all. There were no other questions, comments or concerns.

#### MOTION TO ADJOURN REGULAR BOARD MEETING

Supervisor Winemiller asked for a Motion to adjourn the Regular Board Meeting.

Deputy Supervisor Karl Law made the Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Stephanie Mikesell. The Regular Board Meeting adjourned at 7:27 pm.

I, Barbara J. Darrah, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Regular Board Meeting minutes held on the above-referenced date.

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Barbara J. Darrah  
St. Armand Town Clerk

Dated: August 16, 2022