

Town of St. Armand
Public Hearing – Introduce Local Law # 1 – Rockledge Water Rules and Regulations - 6:00 pm
Regular Board Meeting – 6:30 pm
Tuesday, July 19, 2022

These Meeting Minutes were approved by the St. Armand Town Board on August 16, 2022.

A Public Hearing 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: Town Justice Francis Whitelaw, Highway Superintendent Douglas Snickles, Water Superintendent Cory Skiff, and Town Clerk Barbara Darrah.

EXCUSED: Wastewater Superintendent Stanley Ingison

GUESTS FROM THE COMMUNITY: Josh Colby, Ray Curran, Jay Federman, Bob Laba, Gail Nazak, Ben Shubert, Mary Wister, Heather Wood, all from the community, and (2) unidentified callers.

PUBLIC HEARING – 6:00 pm

Supervisor Davina Winemiller called the meeting to order at 6:00 pm and asked all to join in the Pledge of Allegiance.

Supervisor Winemiller asked Town Clerk Barbara Darrah to read the Public Notice out loud.

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Town Board of the Town of St. Armand will hold a Public Hearing in person and via webinar at the St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY, 12913, on Tuesday, July 19, 2022 at 6:00 PM, for the purpose of introducing Local Law No. 1 of 2022 entitled Rockledge Water Rules and Regulations. Be it known that at such hearing, any person may be heard in favor or against any item contained therein.

The Regular Board Meeting also scheduled for July 19, 2022 will begin at 6:30 pm. The webinar link for attendance by computer, tablet or smartphone: <https://meet.goto.com/968552565>. By regular phone, dial: 1 (872) 240-3212 Access Code: 968-552-565. This Public Notices was published in the Adirondack Daily Enterprise on July 11, 2022.

Supervisor Winemiller had forwarded the proposed Local Law No. 1 of 2022, entitled Rockledge Water Rules and Regulations to the Town Board and to the Rockledge residents prior to this hearing.

Winemiller opened the floor to anyone for any questions, comments or concerns. Winemiller asked if anyone on the webinar wished to speak or had any questions, comments or concerns. There were no questions, comments or concerns. Winemiller asked those in attendance if there were any comments or concerns. There were none.

MOTION TO CLOSE PUBLIC HEARING

Councilperson Sheridan Swinyer made a Motion to close the Public Hearing. The Motion was seconded by Deputy Supervisor Karl Law. The Public Hearing closed at 6:04 pm.

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 asked the Department Heads to present their reports.

HIGHWAY DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Highway Report for the July 19, 2022 Town Board Meeting

1) We helped with the water break on River Road on July 1, 2022

- 2) The broom tractor had to go to Dragons because something is wrong with the hydraulics.
- 3) We are working on the Youth Building when we can.
- 4) We are going to start brush-hogging and weed-whacking sides of the roads once the tractor is fixed.
- 5) We are ditching Trudeau Road for the County.
- 6) We had to change the air tanks on the 2015 Tandem.
- 7) The youth hired for the Summer are painting and assisting wherever they can.
- 8) We sand-blasted the air tanks on the 2015 Tandem.

Supervisor Winemiller thanked Doug and the Highway crew for their help in setting up the ball field for Family Fun Day. Supervisor Winemiller then asked if there were any questions regarding the Highway report. There were no other questions regarding the Highway Report.

WATER DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Water Report for the July 19, 2022 Town Board Meeting.

- 6/1/22: Met with MJ Raymond about 3 non-working fire hydrants.
- 6/1/22: Monthly sample to lab
- 6/3/22: MJ Raymond performed a water tap at 46 Prospect Street.
- 6/7/22: Monthly report to Health Department
- 6/24/22: MJ Raymond fixed a water break on the River Road.

Supervisor Winemiller asked Cory to talk more about the work on the telemetry on the well fields. Cory stated he is waiting for bids on the three-phase electrical work before anything else can be done. Cory stated the garage door was installed on the generator building. Light switches and outlets are still needed. There were no questions regarding the Water Report.

WASTEWATER DEPARTMENT MONTHLY REPORT

Wastewater Superintendent Stanley Ingison submitted the following written report to the Town Board:

Wastewater Department's Summary of last month's activities for the June 21, 2022 Board 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) Six Town staff members went to the scheduled County confined space entry training seminar which didn't happen because it was an incorrect date. Chris and I made it to the class on the correct date. So 4 of our staff didn't make it along with 8 from other towns along with many more that didn't get signed up for that class because it was full. This means that the county is working on setting up another class soon so hopefully the rest of our staff can get retrained soon
 - 9) Highway worked on grading and applying asphalt millings on more of the transfer station lot along with tamping it all down with the roller.
 - 10) I did do some more grinding out of the concrete pour edge in the PTB influent box as ground water was still leaking in a couple of spots and hydraulic cemented it closed.
 - 11) Josh worked with me rebuilding the #6 and #3 diffuser lines in lagoon #1. The diffuser drop lines in the First lagoon were not centered properly so the #1 diffuser drop lines are all dragging on the liner on the slopped up section which was damaging them. We definitely need to re-align the first 3 diffuser lines and possibly the second 3 also to keep them from damaging themselves and the liner.
 - 12) 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 July 19, 2022 Town Board Meeting

New Residential Building Permits Issued Since Last Report: 5
 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: 1
Sewer Code Violations Issued: 0
Total number of Residential Building permits issued for the year 2022: 24
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: 0
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: \$100.00
\$254.60 due when Building Permit is picked up-for 3 different Building Permits
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: \$100.00
Total amount of fees collected via Code Office for the year 2022: \$3,080.00

I have continued to perform inspections and follow up with open Code Violations and open Building Permits.
Thank you.

There were no questions regarding the Code Enforcement monthly report.

TOWN JUSTICE REPORT

St. Armand Town Court Report for June 2022

Total fines and surcharges collected for the month of June 2022: \$5,083.00
Total collected year-to-date: \$12,092.00
Total parking fines for June 2022: \$600.00
Total parking fines year-to-date: \$1,100.00

Parking fines and letters/phone calls of complaint are ramping up. Violators are vowing to never come back to the area, because they were issued a parking ticket and had to pay a \$25.00 fine. The court does not respond to complaints, despite the temptation to do so.

Advised by State Police that methamphetamine use is rampant in Bloomingdale. This is evidenced by the spike in criminal cases. In particular, there is an increase in drugged driving violations, associated with crashes. With drug abuse/addiction, comes violence and thievery. Common-sense security measures and awareness of surroundings and people can help keep residents safe. The court has collaborated with St. Joe's Rehab and a Peer Counselor from St. Joe's Rehab is now embedded in the court on criminal court days. Marcia Newstead is attending criminal court and offering services to defendants who could benefit. Her first day was encouraging, although some people were reluctant to deal with her. Addicts don't want help until they want help.

Judge Whitelaw reported to the Town Board that the Essex County Probation Office's memorandum agreement with the Towns participating in community service contains an indemnity clause that holds the Towns harmless from legal action if community service participants get hurt.

There were no questions regarding the Town Justice monthly report.

RESOLUTIONS # 56 - # 61 OF 2022

RESOLUTION # 56 OF 2022

A RESOLUTION INTRODUCING PROPOSED LOCAL LAW NO. 1 OF 2022 – ROCKLEDGE WATER RULES AND REGULATIONS OF 2022

Deputy Supervisor Karl Law 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 introduces 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.

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 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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 57 OF 2022

TOWN OF ST. ARMAND TO FOLLOW ESSEX COUNTY GUIDELINES REGARDING COVID PROTOCOLS

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

WHEREAS, the Town of St. Armand, has followed Essex County COVID protocol throughout the entirety of the COVID pandemic, and

WHEREAS, the Essex County Department of Health followed all guidelines per New York State Department of Health guidelines, and

WHEREAS, the Essex County Office of Personnel followed all guidelines per New York State Department of Labor, and

WHEREAS, at this time, COVID continues to be a transmittable disease among the public, including public employees.

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand will continue to follow Essex County guidelines regarding COVID protocols.

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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 58 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION AND APPROVAL OF USE OF ROOST FUNDS FOR PRIZES OFFERED FOR THE TOWNWIDE SCARECROW/PUMPKIN CARVING AND HOLIDAY DECORATION CONTESTS HELD

IN THE TOWN OF ST. ARMAND

Councilperson Stephanie Mikesell, who moved its adoption, offered the following Resolution:

WHEREAS, the Town Board of the Town of St. Armand has approved a Scarecrow/Pumpkin Carving Contest for the Fall and a Holiday Decoration Contest for the Winter, and

WHEREAS, the Town Board determined there should be prizes awarded in both contests, and

WHEREAS, prizes would need to be funded by sources other than Town funds,

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution the expenditure of Roost Funds to be awarded as prizes in both contests, not to exceed the amount of \$ 1,425.00. 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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 59 OF 2022

TOWN OF ST. ARMAND TOWN BOARD
ACKNOWLEDGEMENT AND AUTHORIZATION
FOR DISPOSAL OF TOWN OF ST. ARMAND RECORDS
IN ACCORDANCE WITH THE NYS LGS-1 SCHEDULE
2020 PER ATTACHED CHARTS.

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

WHEREAS, the Town of St. Armand has adopted the most current Retention and Disposition Schedule for New York Local Government Records (LGS-1) 2020 issued pursuant to Article 57-1 of the Arts Cultural Affairs Law, and containing legal minimum retention periods for local government records, and

WHEREAS, through a review on July 11, 2022, of records stored in the Records Room, the following boxes have been identified for Disposition in accordance with the LGS-1 Sections as follows:

Box: PR15-001	2014, 2015 Subsidiary Payroll	Destroy Date Schedule: 2022
Box: Taxation	2015 Tax Collection Records	Destroy Date Schedule: 2022
Box TC15-001	2010 – 2015 Town Clerk Records	Destroy Date Schedule: 2022

THEREFORE, BE IT RESOLVED, the Town of St. Armand Town Board authorizes disposition of the records listed above by the Records Management Officer in a timely manner.

This Resolution was seconded by Councilperson Donald Amell, and approved 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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 60 OF 2022

TOWN OF ST. ARMAND TEMPORARY WAIVER OF
WATER SHUT OFFS FOR UNPAID BALANCES FROM
THE 2ND QUARTER 2022 WATER AND SEWER
BILLING PERIOD (January 1 – March 31, 2022)
AS OF MAY 16, 2022.

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

WHEREAS, the current Town of St. Armand Water and Sewer Regulations dated June 20, 2019 and adopted by the Town Board on July 9, 2019 state that Water and Sewer accounts not paid by the due date will be assessed a 10% late fee penalty the following business day, and

WHEREAS, the same Regulations named above also state Water and Sewer services for those persons with unpaid balances shall be notified by doorknob notice of the intent to discontinue service, and

WHEREAS, the Executive Order established by the Governor of New York State had issued a notice to all utilities that due to the Covid-19 Virus that no utility shall be discontinued until further notice has expired, and

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

WHEREAS, further information will be gathered on the New York State Office of Temporary Disability Low Income Household Water Assistance Program.

THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand, in recognition of its residents and the hardship this pandemic has caused shall grant a temporary waiver of proposed water shut-offs to those residents and businesses with unpaid balances on their Water and Sewer accounts as of May 16, 2022.

BE IT FURTHER RESOLVED, the Town Board of the Town of St. Armand will determine at a later date when the temporary water shutoff suspension will no longer be in effect, based upon the NYS Office of Temporary Disability Low Income Household Water Assistance Program.

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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 61 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION TO COMPLETE THE LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP) VENDOR FORMS AND SIGN VENDOR AGREEMENT FOR THE TOWN OF ST. ARMAND TO BECOME A NYS LIHWAP VENDOR FOR WATER AND SEWER PAYMENTS

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

WHEREAS, the New York State Office of Temporary and Disability Assistance has created a program entitled Low Income Household Water Assistance Program (LIHWAP) as an emergency assistance program funded through new federal resources (Consolidated Appropriations Act, 2021 and the American Rescue Plan Act, 2021, and

WHEREAS, these funds will be used to assist low income households, particularly those with the lowest incomes that pay a high proportion of household income for drinking water and wastewater services, and

WHEREAS, due to the economic hardship following the COVID pandemic, the Town Board of the Town of St. Armand temporarily suspended the water shut-offs for overdue balances following the 2nd billing quarter, and

WHEREAS, the Town Board of the Town of St. Armand is willing to receive payments from LIHWAP on behalf of eligible households in the St. Armand Water and Sewer Districts, and

WHEREAS, the LIHWAP program requires a signed Vendor Agreement, and completed Substitute Form W9/AC 4347-S in order to participate in and receive LIHWAP payments. Program participation will be managed centrally by the Office of Temporary and Disability Assistance through the LIHWAP Bureau. Payments will be made directly to vendors via Electronic Funds Transfer issued through the New York State Comptroller (OFC).

THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand, in recognition of its residents and the hardship this pandemic has caused hereby authorizes participation in the LIHWAP program, including submission of all required documents and LIHWAP flier notification to customers with overdue balances.

BE IT FURTHER RESOLVED, the Town Board of the Town of St. Armand will determine at a later date when the temporary water shutoff suspension will no longer be in effect, based upon the NYS Office of Temporary Disability Low Income Household Water Assistance Program.

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: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

The payment vouchers for July’s bills were presented for the Board’s approval as follows:

General Vouchers # 194 - # 226 in the amount of \$ 45,987.93
Trust and Agency Vouchers # 18 - # 21 in the amount of \$ 759.58
Highway Vouchers # 91 - # 108 in the amount of \$ 17,307.13
Water and Sewer Vouchers # 114 - # 129 in the amount of \$ 2,888.11
B Fund Voucher # 5 in the amount of \$ 154.27
Rockledge Voucher #4 in the amount of \$ 46.42
HT Grant Fund Vouchers # 5 - # 6 in the amount of \$ 500.04
Fire Protection Voucher #5 in the amount of \$2,954.25

Deputy Supervisor Karl Law made the Motion to approve payment of this month’s bills; the Motion was seconded by Councilperson Donald Amell. 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: July 19, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

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

REVIEW AND MOTION TO APPROVE PREVIOUS MONTH’S MINUTES

Councilperson Stephanie Mikesell made the Motion to approve the Meeting Minutes of the Public Hearing (Poplar Street Sewer District), the Special Board Meeting (Rockledge #7) and the Regular Board Meeting all held on June 21, 2022. The Motion was seconded by Deputy Supervisor Karl Law. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

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

Dog Licenses (3) MN (3)		\$ 21.00
	Total Revenue Earned	\$ 21.00

Checks written to: Town Supervisor \$ 18.00 NYS Dept. of Agriculture & Markets \$ 3.00

WATER AND SEWER BILLING MONTHLY REPORT:

The current total receivables as of July 19, 2022 are \$114,169.00. That total includes the 3rd Quarter billing just completed as \$86,135.91 and \$35,447.73 in arrears. Darrah introduced a flier from 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 was including the flier in with the bills of customers who had past due balances (53) in hopes of encouraging them to sign up for the assistance. The Board agreed to suspend shut-offs for overdue balances until the 3rd quarter billing due date which would be August 22nd.

There were seven pool fill adjustments approved by the Board.

OLD BUSINESS

Possible Land Purchase (Fawcett's property) – Supervisor Winemiller reported the full APA application has been submitted. She received a letter that they needed more information on the wetland area. Mary O'dell 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. She met with Jim Abdullah from AEDA this morning. The bid documents are planned to be ready the second week in August. Then the bid runs for 21 days and will be awarded in the Fall. The project is hopefully scheduled for completion in Mid-February. Winemiller prompted the Board to take a look at the stone work on the side of the Town Hall that has been completed.

Town Comprehensive Plan Grant - The Town received the Comprehensive Grant Plan. 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.

NEW BUSINESS

Adirondack North Country Gender Advocacy & Education – Winemiller reported she received a letter from Adirondack Country Gender Advocacy and Education agency, notifying the Town of all the trainings they offer.

Bloomingtondale Farmers Market Schedule – will run on Sundays, from August 7 through September 25, 2022 from 9:00 am until 1:00 pm at Hex and Hop, Route 3, Bloomingtondale.

National Grid Statewide Heat Pump Program – The Town received a 3-page flier on the Statewide Heat Pump Program which works with NYSERDA in providing and installing mandatory heat pumps in the future.

Short term rental rules and regulations for the Town of St. Armand – Supervisor Winemiller brought the short term rental topic to the Board due to the influx of short term rentals, Air B&B's, etc., in the outside area. Winemiller suggested the Board might want to form a citizen task force to review the subject in our town. Winemiller reported that long term housing rentals are being taken away from families and are being turned into short term rentals. Winemiller pointed out that it may not be a problem right now, but it may sprawl out and become a problem in the future. The Board discussed the topic and determined to table the discussion at this time.

Youth Building Wifi – Supervisor Winemiller presented a request to the Board to have Wifi installed at the Youth Building. Winemiller stated it would assist in the camera security by providing constant access to the cameras, and parents could access their phones while watching ball games, etc. It would cost \$55.00 more per month to have Wifi at the Youth Building.

Councilperson Stephanie Mikesell made a motion to approve wifi being installed at the Youth Building. The Motion was seconded by Councilperson Sheridan Swinyer. All in Favor. Motion carried.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Supervisor Winemiller opened the floor to anyone with questions, comments or concerns. Ray Curran, present at the meeting, introduced himself. He stated he believed the short term rental issues were more how it affected the neighbors of the short term rentals; Noise, parking, etc. He thought the questions regarding the short term rentals being raised were good ones. Ray stated he lived in the area for 45 years.

Supervisor Winemiller announced that the Town Board tablets had arrived and she would contact James Bullock from Essex County IT to come in and do a run-through with the Town Board on a day that worked for everyone.

Josh Colby thought the Halloween decorating contests were a great idea. He asked if the community would be judging the decorations or would it be just the Town Board? Discussion ensued and Winemiller reported the judging plan would be discussed and finalized at the next meeting.

There were no other questions, comments or concerns.

MOTION TO MOVE INTO EXECUTIVE SESSION

Supervisor Winemiller requested an Executive Session in order to discuss litigation and personnel issues.

Councilperson Donald Amell made a Motion to move into Executive Session for the purpose of discussing litigation and personnel. The Motion was seconded by Councilperson Sheridan Swinyer. The Executive Session began at 7:50 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson Sheridan Swinyer made a Motion to adjourn the Executive Session. The Motion was seconded by Councilperson Donald Amell. The Executive Session ended at 8:45 pm.

MOTION TO ADJOURN 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 8:46 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.

Dated: July 19, 2022

Barbara J. Darrah
St. Armand Town Clerk