

Town of St. Armand
Regular Board Meeting
Tuesday, June 21, 2022
6:30 pm

These Meeting Minutes were approved by the St. Armand Town Board on July 19, 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 Meeting 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: Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

EXCUSED: Highway Superintendent Douglas Snickles and Water Superintendent Cory Skiff.

GUESTS FROM THE COMMUNITY: James Bullock from Essex County IT, Aaron Cerbone from the Adirondack Daily Enterprise, and Josh Colby, Jason Endries, Sandy Hayes, Warren McCarthy, Heather Wood, and three (3) unidentified callers, all from the community.

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

Supervisor Winemiller introduced James Bullock, Essex County IT, to speak to the Board regarding the Town's Website. Supervisor Winemiller reported that the Town recently received a very high bill from our current website host for loading our documents on the website. James explained that the County uses "Go Daddy" as the host. When the Town sends the documents from the meeting, the content is edited by the County and then uploaded. It normally takes less than 2-3 minutes to edit the documents and then upload them. Supervisor Winemiller asked James and he agreed to post the documents to our website. The size of the documents are PDFs and PDFs are extremely small. So, the size of the document or number of pages should not make a difference. A website could take hours to build, but to manage and update it would take minutes. Supervisor Winemiller asked James what the Town can do? James responded that the County's shared services can create the website. They have done so for other Towns. All of the Counties have to be on the .gov email by the end of the month. James stated he thinks all of the Towns are supposed to be .gov as well. Winemiller asked if we could just have one account like info.gov and then the mail is distributed to the affiliated departments. James stated that we would need at least 2 accounts. The Town would just have to pay \$10.00 for the hosting and then \$12.00 for each email account. James confirmed that was correct. James continued that to move our website to Go Daddy would take about 72 hours to transfer. Supervisor Winemiller and the Town Board thanked James for his presentation. Winemiller stated we already have a shared services agreement with Essex County and we do have the .gov domain for free. Supervisor Winemiller asked for a Motion.

Councilperson Stephanie Mikesell made a Motion to approve moving the Town's website to Essex County IT as soon as possible and getting three email addresses with the .gov through Essex County. The Motion was seconded by Deputy Supervisor Karl Law. All in Favor. Motion carried.

Supervisor Winemiller then asked the Department Heads to present their reports.

HIGHWAY DEPARTMENT MONTHLY REPORT

Highway Superintendent Douglas Snickles submitted the following written report to the Board:

Town of St. Armand Highway Report for the June 21, 2022 Town Board Meeting

- 1) We hauled millings from the airport for stock pile.
- 2) All of our sand for the winter is hauled in and piled.
- 3) We are still working on our backyard clean up.
- 4) We installed a culvert extension on Vine Street so a new home could be delivered.
- 5) We are cleaning up the Youth Field building when we get time.
- 6) We assisted the State DOT at the entrance of Mill Street where a sink hole was starting.
- 7) We are keeping up with all the mowing.
- 8) We would like to order the new one-ton so we have it for the start of this coming winter.
- 9) We brought millings down to the Transfer Station Road and repaired that road.
- 10) We extended the culver on Trudeau Road for a new house.

Supervisor Winemiller presented a spread sheet to the Board to explain the increase in the price of the new one-ton vehicle, which needed to be purchased this year, and what items in the planned budget could be re-allocated. The anticipated purchase price for a new one-ton vehicle with plow and sander was \$75,000.00, with the trade-in value of the current 2013 one-ton vehicle with plow and sander estimated at \$25,000.00, bringing the total purchase quote price of a new one-ton vehicle with plow and sander to \$50,000.00. The Town prepared for the purchase of the new one-ton vehicle

with plow and sander in 2022 by budgeting \$1,025.00 in 2020, \$36,325.00 in 2021, and \$12,650 in 2022, bringing the total of \$50,000 set aside. A recent quote for a new 2022 International Truck, model CV515 SFA one-ton vehicle with

plow and sander presented by Allegiance Trucks, 4365 State Route 33, Plattsburgh, NY 12901 has now been received in the amount of \$95,282.00, due to the COVID pandemic causing price inflation and parts shortages, hence increasing the original purchase quote by \$20,282.00 more than we anticipated. We will not be able to do a straight trade-in on our 2013 one-ton, in order to allow the Highway Department to continue using the current 2013 one-ton vehicle until the new one-ton vehicle is obtained. Instead we will need to sell the current 2013 one-ton vehicle with plow and sander at bid auction. \$7,500.00 was previously appropriated for a new trailer and tongue to replace the 2010 trailer and tongue, \$10,000 was previously appropriated for a new trailer and tongue to replace the 2013 trailer and tongue, and \$7,500.00 was previously appropriated for a new riding mower to replace the 2009 John Deere mower. \$20,282.00 was previously appropriated for a new F250 to replace the 2017 F-250 in the year 2024. This amount can be reapplied for the new F250 after we sell the currently owned 2013 one-ton vehicle at auction. Resolution #50 was presented for the Board's approval for this vehicle purchase.

There were no other questions regarding the Highway report.

WATER DEPARTMENT MONTHLY REPORT

Cory Skiff presented the following written report to the Town Board:

Town of St. Armand Water Report for the June 21, 2022 Town Board Meeting

5/2/22: Monthly sample to lab

5/6/22: Monthly report to health Department

5/20/22: ATS installed the new transfer switch on the generator at the well field. It will now start up automatically when the power goes out.

5/23/22: Parker well drilling replaced the pump and motor in well #5

There were no other questions regarding the Water Report.

WASTEWATER DEPARTMENT MONTHLY REPORT

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

Wastewater Department 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) I checked in with the McCarty's and they had located their sewer lateral at the corner of their old house right where I had predicted it would be so they were all set to go with the new house footer work.
- 9) Did a replacement lateral installation and connection to the main at the Doug Hazelton house due to line problems under the garage. Did a nice job with cleanouts just inside the fence line.
- 10) Spoke with Eric Crowningfield of the NYS DOT about the Mill Lane storm drain sink hole issue. Is it from the storm drain; a water line leak; a sewer pressure line leak or something else? The town highway, water and sewer departments will be working with the state DOT to find and fix the problem. DOT ended up doing the work with their machine. I got there a little late and didn't get to see the open sink hole before they started filling it in. They said there was no water flow in it so I don't know how it got to be such a large opening at the site. They did fill it all in with gravel and compacted it down.
- 11) I worked with the Matt Raymond group to place the water and wastewater lateral hookup sites where they would connect to the mains for the new Lewis house on Prospect Street. Then later on June 7, 2022 after the water tap had been installed I oversaw the sewer lateral hookup to the main. They did a very good job cutting the road pavement, safely machine digging with hand probing first, locating the main and lift station discharge lines while letting traffic go through as needed. They installed a rubber saddle with caulking to have it fully sealed. They carefully sand packed the 4" PVC lateral in place and covered it with 1.5" thick by 2' wide foam insulation as it was slightly less than 4' deep under the paved/plowed Prospect Street and power tamped down with the top graveled for use until it can be re-paved.
- 12) Six Town staff members went to the scheduled County confined space entry training seminar on June 6th but there was a miss communication and it was actually scheduled for July 6th so we will all be going back then to get the training and all the confined space work will have to wait until after that date.
- 13) Josh Woodruff did start working with me on Thursdays to start getting to know the wastewater operations work.
- 14) Highway worked on grading and applying asphalt millings on the transfer station / wastewater plant driveway and lot to keep it from puddling and potholing as much. It is really a great improvement and they will work on it a bit more when the trailer gets moved to its other location so they can work under where it is now.

15) I did continue grinding out the concrete pour edge in the PTB influent box where ground water was seeping into it and hydraulic cemented it closed. It is much better but some areas still need to be touched up.

16) 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 June 21, 2022 Town Board Meeting

New Residential Building Permits Issued Since Last Report: 6

Extension of Residential Building Permits Issued: 0

Commercial Building Permits Issued: 0

Stop Work Orders issued: 1

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: 16

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: 1

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: \$350.00

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: \$350.00

Total amount of fees collected via Code Office for the year 2022: \$2,980.00

I have continued to perform inspections and follow up with open Code Violations and open Building Permits. The inspections have been keeping me very busy this past month, especially those regarding cement pours

There were no questions regarding the Code Enforcement monthly report.

TOWN JUSTICE REPORT

Town Justice Frank Whitelaw submitted the following written report for the June 21, 2022 Town Board Meeting:

St. Armand Town Court Report for May 2022

Total fines and surcharges collected for the month of May 2022: \$486.00

Total collected year-to-date: \$7009.00

Total parking fines for May 2022: \$200.00

Demolition continues upstairs and wiring for the video system, paid for by the JCAP grant will be installed soon.

Criminal court cases are spiking and the court may hold criminal court twice a month until, hopefully, the cases abate.

A meeting was held with St. Joseph's Rehab outpatient administration and we are exploring allowing a rehab peer counselor to attend court sessions to provide literature and offer services to those who are in the court system and in need of treatment.

Fine collections are down. It is suspected that people are making the choice of either paying for gas, food, rent, or paying their fines. If this continues, the court will resort to community service as an alternate to fines, when reasonable.

RESOLUTIONS # 50 - # 55 OF 2022

TOWN OF ST. ARMAND TOWN BOARD
AUTHORIZATION TO PURCHASE A NEW
ONE-TON VEHICLE INCLUDING PLOW AND
SANDER FOR THE HIGHWAY DEPARTMENT

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

WHEREAS, the Town of St. Armand Highway Department is in need of a new one-ton vehicle to include a plow and sander, and

WHEREAS, the anticipated purchase price for a new one-ton vehicle with plow and sander was \$75,000.00, with the trade-in value of the current 2013 one-ton vehicle with plow and sander estimated at \$25,000.00, bringing the total purchase quote price of a new one-ton vehicle with plow and sander to \$50,000.00, and

WHEREAS, the Town prepared for the purchase of the new one-ton vehicle with plow and sander in 2022 by budgeting \$1,025.00 in 2020, \$36,325.00 in 2021, and \$12,650 in 2022, bringing the total of \$50,000 set aside, and

WHEREAS, a recent quote for a new 2022 International Truck, model CV515 SFA one-ton vehicle with plow and sander presented by Allegiance Trucks, 4365 State Route 33, Plattsburgh, NY 12901 has now been received in the amount of \$95,282.00, due to the COVID pandemic causing price inflation and parts shortages, hence increasing the original purchase quote by \$20,282.00 more than we anticipated, and

WHEREAS, also due to the recent pandemic and lack of available vehicles, we will not be able to do a straight trade-in on our 2013 one-ton, in order to allow the Highway Department to continue using the current 2013 one-ton vehicle until the new one-ton vehicle is obtained. Instead will need to sell the current 2013 one-ton vehicle with plow and sander at bid auction.

WHEREAS, based upon re-allocation of currently appropriated funds, the full amount of \$95,282.00 is available to us if we re-allocate the following previously appropriated amounts:

- 1) \$7,500.00 – Previously appropriated for a new trailer and tongue to replace the 2010 trailer and tongue
- 2) \$10,000.00 – Previously appropriated for a new trailer and tongue to replace the 2013 trailer and tongue
- 3) \$7,500.00 – Previously appropriated for a new riding mower to replace the 2009 John Deere mower
- 4) \$20,282.00 – Previously appropriated for a new F250 to replace the 2017 F-250 in the year 2024. This amount can be reapplied for the new F250 after we sell the currently owned 2013 one-ton vehicle at auction.

THEREFORE, LET IT BE RESOLVED, the Town Board of the Town of St. Armand hereby authorizes the purchase of the new 2022 International Plow Truck with plow and sander quoted for \$95,282.00, and approves utilizing the re-allocations of the appropriated funds listed above.

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: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION
AND APPROVAL TO USE CARES ACT FUNDS TO
PURCHASE FOUR (4) SAMSUNG GALAXY TABLETS WITH
64 GB STORAGE, FOUR (4) CASES, AND TELEVISION
MONITOR FOR (4) TOWN BOARD MEMBERS FOR USE
IN ALL TOWN BOARD MEETINGS.

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

WHEREAS, since Covid restrictions began in February 2020, the Town of St. Armand Town Board conducts all Town Board Meetings with virtual accessibility, and

WHEREAS, availability of cases of photocopy paper is limited and excess photocopies cause overage charges on the current purchase agreement with Usherwood, the Town’s photocopier vendor, and

WHEREAS, in Budget planning meetings held in 2021, the Town Board discussed using tablets and a television monitor to assist in conducting Town Board meetings for the purpose of viewing reports, Resolutions, quotes, handouts, etc., in order to eliminate excessive photocopies, and

WHEREAS, the Town Supervisor Davina Winemiller reported to the Town Board that CARES ACT FUNDS can be used in the purchase of tablets and monitor for use by the Town Board.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution the expenditure of CARES ACT Funds not to exceed the amount of \$2,000.00 for the purchase of four (4) Samsung Galaxy Tablets with 64 GB storage, four (4) tablet cases, and one television monitor to be installed in the Board Room.

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

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

Dated: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 52 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION
AND APPROVAL TO USE CARES ACT FUNDS FOR THE
INSTALLATION OF A WELL FIELD TRANSFER SWITCH
FOR AUTOMATIC ACTIVATION OF THE WELL FIELD
GENERATOR

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

WHEREAS, during the Town of St. Armand Regular Town Board Meeting held on February 15, 2022, Water Superintendent Cory Skiff reported on the Well Field generator system, and

WHEREAS, Cory Skiff explained the generator at the Water Treatment Plant senses the voltage, and if low, the generator comes on automatically. Cory continued to explain that the generator at the Well Field does not sense voltage and therefore, would need to be manually started, and

WHEREAS, Cory advised that he inspects the Well Field approximately once a month, therefore the voltage sensor should actually be at the Well Field generator, allowing that generator to activate automatically when low voltage is indicated, rather than manually started upon discovery, and

WHEREAS, the Town Supervisor Davina Winemiller reported to the Town Board that CARES ACT FUNDS can be used in the for this type of project.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution the expenditure of CARES ACT Funds not to exceed the amount of \$4,620.00 as quoted by Brook Field Service, for service agreements for two (2) generators and the installation of a 300 series 200 amp 3 Pole Nema 3R transfer switch to fully automate the Well Field generator.

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

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

Dated: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 53 OF 2022

TOWN OF ST. ARMAND TOWN BOARD APPROVAL

TO SUPPORT THE ST. ARMAND'S YOUTH TASK FORCE REQUEST TO AUTHORIZE THE INSTALLATION AND OPERATION OF A SNACK STAND TO BE LOCATED IN THE YOUTH BUILDING AND TO APPROVE FUNDING FOR THE LABOR COSTS INVOLVED IN THE CONSTRUCTION OF THE SNACK STAND.

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

WHEREAS, members of the St. Armand Youth Task Force are seeking permission from the St. Armand Town Board to operate a snack stand at the Youth Building while activities are held at the Youth Field during the Summer and Winter seasons (IE: ball games, ice skating, hockey, etc.), and

WHEREAS, there is space currently in the Youth Building that could be easily converted into a snack stand where sliding-window access for placing and picking up orders could take place, and

WHEREAS, most of the construction labor would be completed by existing Town staff during normal work hours, with minimal costs for materials, and funds are available from the Youth budget as follows: General A Youth Building, account A5146, A202C1 has \$2,002.03, General A Youth Donations, account A5146, A202C3 has \$5,026.57, and General A Youth Sports & Grounds, account A6506, A201C2 has \$22,416.57, for a grand total of \$ 29,445.17.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves the construction of a snack stand in the current Youth Building and authorizes use of the Youth budget funds for the construction labor costs, not to exceed \$8,000, and

BE IT FURTHER RESOLVED by this Resolution, the Town Board of the Town of St. Armand hereby authorizes the St. Armand Youth Task Force to operate a snack stand at the current Youth Building, once the construction is complete. Town Supervisor Davina Winemiller recused herself from the Roll Call Vote due to serving as a member on the St. Armand Youth Task Force.

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

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

Dated: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 54 OF 2022

REVISION OF OFFICIAL MILEAGE ALLOWANCE FOR 2022

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

WHEREAS, on January 18, 2022, the Town Board of the Town of St. Armand adopted the Essex County mileage compensation rate at \$0.58.5 cents per mile for Town Officials and Employees to be compensated for the use of their personal vehicles in the performance of their official duties from January 1, 2022 until December 31, 2022, and

WHEREAS, the Internal Revenue Service is the governing agency who sets forth the mileage compensation rate for the States and Counties, and

WHEREAS, the Internal Revenue has modified Notice 2022-3, 2022-2 I.R. B. 308, by revising the optional standard mileage rates notice, raising the mileage compensation rate to \$0.62.5 cents per mile effective July 1, 2022.

THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand authorize Town Officials and Employees to be compensated at \$0.62.5 cents per mile for the use of their personal vehicles in the performance of their official duties effective July 1, 2022. This mileage compensation rate is hereby verified at the Essex County level.

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

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

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 55 OF 2022

BOND ANTICIPATION NOTE RESOLUTION DATED THE 21ST DAY OF JUNE, 2022, FOR THE ISSUANCE AND SALE OF A NOTE OF THE TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK IN ANTICIPATION OF THE SALE OF SERIAL BONDS NOT TO EXCEED IN THE AGGREGATE THE SUM OF \$34,166.33 INCIDENT TO THE PURCHASE OF A 2021 WESTERN STAR 4700 TRUCK

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

WHEREAS, the Town Board of the Town of St. Armand, Essex County, New York has on the 9th day of June, 2020 duly adopted a Resolution authorizing the issuance and sale of serial bonds of the Town of St. Armand in an amount not to exceed in the aggregate the sum of \$102,500.00 for the purchase of a 2021 Western Star 4700 Truck; and

WHEREAS, the Town Board of the Town of St. Armand did on the 9th day of June, 2020 pass a Bond Anticipation Note Resolution for the issuance and sale of a note to the Town of St. Armand, Essex County, New York in anticipation of serial bonds not to exceed in the aggregate \$102,500.00 incident to the purchase of a 2021 Western Star 4700 Truck; and

WHEREAS, incident thereto on the 12th day of June, 2020, the Town of St. Armand did issue a bond anticipation note in the principal amount of \$102,500.00 for the purchase of a 2021 Western Star 4700 Truck; and

WHEREAS, on June 11, 2021, the Town of St. Armand did pay the sum of \$34,166.67 on the \$102,500.00 indebtedness leaving a principal indebtedness of \$68,333.00; and

WHEREAS, incident thereto did on the 10th day of June, 2022, the Town of St. Armand did issue a bond anticipation note in the principal amount of \$34,166.33 for the purchase of a 2021 Western Star 4700 Truck; and

WHEREAS, the Town of St. Armand now desires to issue and sell a Bond Anticipation Note Renewal in the amount of \$34,166.33 in anticipation of the issuance and sale of the aforesaid bond.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of St. Armand, Essex County, New York, as follows:

Section 1. That a Bond Anticipation Note in the sum not to exceed \$34,166.33 shall be issued by the Town of St. Armand, Essex County, New York in anticipation of the issuance and sale of serial bonds of the Town of St. Armand in an amount not to exceed, in the aggregate, the sum of \$34,166.33 heretofore authorized by Resolution duly adopted by the Town Board of the Town of St. Armand entitled "SERIAL BOND RESOLUTION TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK RELATIVE TO THE PURCHASE OF A 2021 WESTERN STAR 4700 TRUCK DATED JUNE 9, 2020" authorizing the issuance and sale of serial bonds of the Town of St. Armand, Essex County, New York, in a sum not to exceed in the aggregate, the sum of \$102,500.00 for the purchase of a 2021 Western Star 4700 Truck; and

Section 2. That said note shall be dated the 10th day of June, 2023, or at such later date as the Supervisor, by her execution thereof, may determine, will bear an interest rate of no greater than 5.0% per annum payable at maturity; will be payable both as to principal and interest in lawful money of the United States of America at the office of the purchaser of said note, or at such other place as the Supervisor may determine; will be signed in the name of the Town of St. Armand by its Supervisor; and will be sealed with the seal of the Town.

Section 3. Said Bond Anticipation Note shall be such terms, form and content as may be prescribed by the Supervisor and the power to so prescribe the same is hereby delegated to the Supervisor.

Section 4. The full faith and credit of the Town of St. Armand, Essex County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on said Bond Anticipation Note. Said Bond Anticipation Note shall be paid from the proceeds derived from the sale of said bonds or may be redeemed, in whole or in part, or renewed as provided by the Local Finance Law of the State of New York.

Section 5. The said Bond Anticipation Note is issued in anticipation of bonds for an assessable improvement.

Section 6. The Supervisor of the Town of St. Armand is hereby authorized to sell such Bond Anticipation Note at private sale at not less than par and accrued interest at a rate not exceeding the rate above specified and the Supervisor is authorized to deliver said Bond Anticipation Note to the purchase upon payment of the purchase price and accrued interest as above specified. The receipt of the Supervisor shall be a full acquittance of the purchaser who shall not be required to see to the application of the purchase money.

Section 7. The Town of St. Armand reserves the right to call and redeem this note at any time prior to maturity upon payment of the principal thereof together with accrued interest.

Section 8. That said Bond Anticipation Note will be a Aqualified tax exempt obligation@ pursuant to the appropriate provisions of the Internal Revenue Code as amended and said Note shall bear on the face thereof the following notation: AThis Note has been designated by the issuer as a qualified tax exempt obligation@ pursuant to the provisions of Section 265 of the Internal Revenue Code of 1986 as amended.

Section 9. This Resolution shall take effect immediately.

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

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

DATED: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

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

General Vouchers # 158 - # 193 in the amount of \$ 20,303.56
Trust and Agency Vouchers # 16 - # 17 in the amount of \$ 181.00
Highway Vouchers # 74 - # 90 in the amount of \$ 54,242.88
Water and Sewer Vouchers # 91 - # 113 in the amount of \$ 22,092.98
B Fund Voucher # 5 in the amount of \$ 154.27
Rockledge Voucher #3 in the amount of \$ 25.66
HT Grant Fund Voucher # 4 in the amount of \$ 7,875.00

Councilperson Sheridan Swinyer made the Motion to approve payment of this month’s bills; the Motion was seconded by Deputy Supervisor Karl Law. 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: June 21, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor’s Monthly Report for May 2022. Councilperson Sheridan Swinyer made the Motion to approve May’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

Deputy Supervisor Karl Law made the Motion to approve the Meeting Minutes of the Special Board Meeting (Rockledge #6) held on May 17, 2022 and the Regular Board Meeting held on May 17, 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 May 2022:

| | |
|---------------------------------------|----------|
| Dog Licenses (5) FS (3) MN (1) MU (1) | \$ 42.00 |
| Certified Death Certificates (2) | \$ 20.00 |
| Total Revenue Earned | \$ 62.00 |

Checks written to: Town Supervisor \$ 55.00 NYS Dept. of Agriculture & Markets \$ 7.00

WATER AND SEWER BILLING MONTHLY REPORT:

The current total receivables as of June 16, 2022 are \$30,678.50, which is high. Darrah reported that a program offered by the NYS Office of Temporary Disability is appearing regularly on Facebook. The program works with low income households to assist in paying their water bills. Darrah reported she had contacted three local Towns/Villages to see if they heard of the program and if they were participating in the NYS Office of Disability's assistance to low-income households for their water bills and none of them participated. Darrah also reported that this would normally be the quarter where water shut-off notices are sent out for outstanding water and sewer balances. Darrah asked the Board if they would consider suspending the shut-offs, due to the fact that most of the households owing two quarters are families that are already struggling with gasoline, fuel and food prices due to COVID and the recent economy. Darrah stated the Governor's Executive Order in preventing shutoffs of utilities was over, but the Board could do a Resolution for the Town of St. Armand to suspend shutoffs. Darrah stated she would seek more information on the NYS Office of Temporary Disability about this program. The Board agreed to suspend shut-offs for overdue balances until the 3rd quarter billing due date which would be approximately mid-August.

Councilperson Stephanie Mikesell made a Motion to suspend the water shut-offs on overdue balances and the Board will revisit the suspension at the next Board meeting on August 16, 2022. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried. A Resolution will follow at the July 19, 2022 Regular Board Meeting.

OLD BUSINESS

Possible Land Purchase (Fawcett's property) – The full APA application has been submitted. Mr. Fawcett did sign the full application and we are waiting on word back from the APA on the application before we take the next step.

Town Hall Grant Update – We are finalized with the engineering. We are just waiting on the engineering report and the designs and the bid documents. We did order the windows for upstairs. They are supposed to be in on August 10th.

Town Comprehensive Plan Grant - The Town received the Comprehensive Grant Plan. We are waiting on the State on that one.

Town Cannabis Survey – The Cannabis Survey was held on May 20th and 21st. The box containing the surveys remained sealed and the Board opened the box at this Board meeting. There were 32 completed surveys and the Town Board members each took a pile of the surveys and read aloud the check marks and comments of each survey. The Final Talley results: There were 16 in favor of a dispensary and onsite consumption. There were 13 against a dispensary and onsite consumption. There were 3 in favor of a dispensary but no onsite consumption. Supervisor Winemiller reported 32 people responded to the survey out of approximately 1600 individuals living in the Town of St. Armand. Discussion ensued and the Board determined that since the Town opted out in the first place, and there are no State rules and regulations in place to date, the matter will be tabled.

Warrene McCarty asked what is meant by the term "onsite consumption". Supervisor Winemiller explained that consumers would be able to use cannabis at a dispensary business for that purpose.

Town Board Decision on Holiday Decoration Purchase – Supervisor Winemiller had previously emailed a holiday decoration catalog to the Board for their perusal. Winemiller asked if anyone had an opinion on any of the decorations in the catalog? Councilperson Stephanie Mikesell asked if ROOST funds could be used to build the Hockey Rink? Supervisor Winemiller stated that the ROOST organization actually wanted the ROOST FUNDS to be used for that purpose. Supervisor Winemiller stated she was okay with tabling the Holiday decorations. Councilperson Sheridan Swinyer asked if anyone has gone through Vermontville and seen the new playground equipment? Everyone agreed it was beautiful. Winemiller stated perhaps the Town could talk about a playground upgrade during the budget work sessions. Councilperson Stephanie Mikesell asked if a smaller portion of the funds could be used in a holiday decorating contest or something like that? Winemiller stated that we could. Discussion ensued regarding a scarecrow/pumpkin contest and a winter holiday decorations contest.

NEW BUSINESS

Essex County Probation Department Request – The Essex County department of Probation is asking the Towns to work with them in taking responsibility for supervising Community Service candidates. Discussion ensued and the Board decided to table this topic until they could get Town Justice Whitelaw's input in the participation.

Town Hall Electric Water Heater Installation – Supervisor Winemiller explained that with the rise in fuel prices, the Town Hall should not be using the furnace boiler to provide hot water for handwashing. Winemiller provided estimates to the Board for the installation of an electric hot water heater. The total cost would run \$2,397.00 which includes the unit, plumbing fixtures, labor and the electrical work.

Deputy Supervisor Karl Law made a Motion to approve the installation of a hot water heater in the Town Hall, not to exceed the cost of \$2,500. The Motion was seconded by Councilperson Sheridan Swinyer. All in Favor. Motion carried.

The Town of Harrietstown's Invitation to other Towns to join their Resolution of Support for Pride Month: Supervisor Winemiller was asked to provide a brief speech at the Pride celebration at Riverside Park on Saturday, June 26, 2022.

Jordana Malik, Supervisor for the Town of Harrietstown, drafted a Resolution in support diversity and inclusion and invited other Towns to join the Resolution and she will read it at the Pride Celebration on Saturday.

Councilperson Stephanie Mikesell made a Motion to join the Town of Harrietstown's Resolution. The Motion was seconded by Councilperson Don Amell. All in Favor. Motion carried.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Jason Endries asked if the Town is considering extending the Sewer District to Vine Street? He stated it is summertime and he is about to open his windows, but he fears to open them because of the failing septic systems. Supervisor Winemiller explained. The Town is doing the worst first and then moving forward on the others. Poplar is first, then Vine Street would be next in line. Winemiller continued that her hope would be that it will take about four years but we are at the mercy of the grants.

There were no other questions, comments or concerns.

MOTION TO MOVE INTO EXECUTIVE SESSION

Deputy Supervisor Karl Law made a Motion to move into Executive Session for the purpose of personnel to discuss vacant positions. The Motion was seconded by Councilperson Stephanie Mikesell. The Executive Session began at 8:29 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson Donald Amell made a Motion to adjourn the Executive Session. The Motion was seconded by Deputy Supervisor Karl Law. The Executive Session ended at 9:01 pm.

MOTION TO ADJOURN REGULAR BOARD MEETING

Councilperson Sheridan Swinyer made the Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Stephanie Mikesell. The Regular Board Meeting adjourned at 9:02 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: June 21, 2022

Barbara J. Darrah
St. Armand Town Clerk