

Town of St. Armand  
Regular Board Meeting  
Tuesday, March 15, 2022  
6:30 pm

*These Meeting Minutes were approved by the St. Armand Town Board on April 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 Stephanie Mikesell and Councilperson Sheridan Swinyer were all in attendance in person.

*A quorum of the Board was in attendance.*

**TOWN EMPLOYEES PRESENT:** Water Superintendent Cory Skiff, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

**EXCUSED:** Highway Superintendent Douglas Snickles

**GUESTS FROM THE COMMUNITY:** Sandy Hayes, Warren McCarthy, and (1) unidentified caller, 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. 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 March 15, 2022 Board Meeting

- 1) We cleaned up everything again after two pretty good storms.
- 2) We are keeping up with snow removal for the fire hydrants and sidewalks.
- 3) We dug ditches out again from the thaw so water run-off will continue smoothly.
- 4) We had to unthaw more culverts.
- 5) The sand pile is getting down a little, but there is plenty to finish the season.
- 6) We brought the loader to Rockledge to scrape the road where ice built up from the ground water. Not much can be done to avoid this.
- 7) The loader needs to go to Nortrax. The brake is stuck in the "on" position, causing the Rear axle to get hot, which might have cooked the brakes. It is covered by warranty.
- 8) We are getting cold patch ready to patch potholes.

Sandy Hayes stated the Highway crew is doing one hell of a job!

Supervisor Winemiller stated the quote from Hyde Fuel for replacing two existing Weil McLain boilers with two new Ideal propane boilers for equal or greater size and new venting in the Highway Garage. Their quote is in the amount of \$14,954.28. The Town did receive a quote from J. Hogan in the amount of \$19,200.00 and that is for everything. They are Lochinvar condensing boilers. We are still waiting on Snickles Plumbing and Heating for their quote. Winemiller stated she would like to table the discussion until next month, and then compare the three quotes.

Winemiller stated she and Doug met with the owner of J. Hogan at the Highway Garages to look at the forced air furnace issue. They ended up installing a sensor with a timer and they tested it. The furnace kicked on and ran for 7 minutes, then the fan kicked on did the air exchange. Winemiller believes the sensor has resolved the problem.

There were no other questions regarding the Highway report.

**WATER DEPARTMENT MONTHLY REPORT**

Cory Skiff presented the following report to the Town Board:

Town of St. Armand Water Report for the March 15, 2022 Town Board Meeting

- 2/2/22 – Monthly sample to lab.  
Monthly report to health department
- 2/10/22 – Spoke with Darrin at Woods Well Drilling about pulling pump 4 at the well field.
- 2/11/22 – Met with Arvid Abrahms and walked the well field and discussed having the pumps come on automatically instead of manual timers.

2/23/22 – Woods Well Drilling pulled pump 4  
3/1/22 – Woods Well Drilling replaced pump 4

Supervisor Winemiller asked Cory to discuss the NYS Department of Health annual inspection. Specifically, item # 3, from the NYS Department of Health. Basically, it states the system is being operated by timers. Also, there are no controls in the wells. NYS DOH requested that controls, alarms and an emergency communication system be added, a detection system for pump failures, and the tank level signal be used to control the well pumps. Cory met with Arvid Abrahms and received a quote on a Control System Integration. Cory stated Option #1 actually is going in reverse. Option #2 is to leave the control currently in the pump house, which is a better option. He felt Option # 3 is the best option, where a new control panel with touchscreen would be installed at the well house with its own radio.

Supervisor Winemiller stated she has a meeting on Thursday morning with the current President of Paul Smiths College to discuss the water well property. The Town's lease is up in 2032, approximately 10 years. Winemiller stated there might be a possibility that the college does not want to sell the property to us. They may want to rent the property. Depending on how the meeting goes, will determine the options. The first and best option is we do own just over an acre where the water tower is currently. We also own .37 acres next to that, where new wells could be drilled. If Paul Smiths is not willing to work with us, we may be forced to drill new wells and build a new building. Winemiller stated we needed to go beyond the 10 years. Cory stated regardless of what Paul Smiths, New York State is still going to be on us to install the alarms, etc.

Supervisor Winemiller stated she would send an email to the Town Board after her meeting with Paul Smiths and then at the next Board Meeting on March 28, 2022, the Board could make a determination on the quote for the Control System Integration.

## WASTEWATER DEPARTMENT MONTHLY REPORT

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

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

- 1) Did daily collections, testing and recorded data.
- 2) Did daily checks of all systems at the PTB and WWTP and recorded the data.
- 3) Wrote up the DEC monthly operating report and the discharge monitoring report and submitted them digitally.
- 4) Did weekly generator checks.
- 5) Did weekly greasing of the paddle wheel drive and clarifier drives.
- 6) Did weekly grit removal from the classifier drive outfall and unloaded it into the transfer station trash dumpster.
- 7) I did the weekly flexing of all the aeration diffusers.
- 8) Kevin Cogan has not received the replacement solar panel for the new stanchion of 64 panels so we are still waiting to get the upper row activated.
- 9) Davina and I continue to talk about the possibility of going to groundwater discharge along with continuing to work toward sealing up the collection system from Inflow and infiltration (I & I).
- 10) The work continues on the nutrient removal optimization plan being done with support from the New York Rural Water Association (NYRWA). It looks like we may be able to get the plant to come close to meeting the proposed new phosphorus limits with a combination of (1) duckweed removal (by hand) to keep the algae under control (2) the use of the Polymer / coagulant system using the Surfloc B-1110 (which I previously got us certified to use by the NYSDEC) along with (3) continuing to work on replacing the damaged and leaking sewer mains and sealing up the man holes to reduce the huge I & I problem. Even with all the work that has been done so far on the collection system last year we still have about 2 / 3's of the wastewater influent being from inflow and infiltration (I & I). Our treatment problems are tiny compared to the I & I issue.
- 11) I did an almost complete ice removal in the effluent box during the warm spell; it looks good and the flow is back to normal and unhindered again.
- 12) I have done a cleanup of the glass and trash around the new solar panel electrical conduit work that was done in the fall and winter. In the spring I will get it re-graded and planted again.
- 13) I continue to do plowing and shoveling of both wastewater treatment sites along with snow blowing the back walkways and solar panel drop zones at the main plant. We did order tire chains close to the correct size as we couldn't find any the correct size for sale by any of the vendors we could locate. I hope we can tighten them up enough to work well but they haven't arrived yet to try it.
- 14) For the first time we have gotten the duckweed, algae and polymer/coagulant nutrient removals done at the same time which has cleaned up the effluent going to the brook to an ultraviolet transmissivity level of 70 and a phosphorus level of 1.8 mg/l. This means that we are very close to being able to use UV disinfection instead of chlorination which mean no chlorine contact tank or chlorine removal systems. Plus, it would mean a smaller upgrade to the plant to get the phosphorus removal to where we would need it.
- 15) I continue to work on the St, Armand Wastewater Department Comprehensive Improvement and Repair Program.

Supervisor Winemiller stated if we did ground water discharge because of the water table, the Town would have to build up. Last week, Winemiller met with Todd Hodgson, Essex County, who stated we would need about 4 acres in order to build up. If we can do something now, in order to eliminate those other discharge requirements, it is worth looking at it. While Todd was here, he did make an adjustment to the fan in the pre-treatment building. This was done to address the smell Tim Woodruff mentioned that is wafting toward his residence.

A PFAS Cost Recovery handout was placed in the Board members' packets. Winemiller stated that the final ruling is still pending. It is a class action suit. Winemiller asked the Board to review it and it would be discussed at the next meeting.

## CODE ENFORCEMENT MONTHLY REPORT

Code Enforcement Officer Rodger Tompkins submitted the following written report for the March 15, 2022 Town Board Meeting:

New Residential Building Permits Issued: 1  
Extension of Residential Building Permits Issued: 0  
Commercial Building Permits Issued: 0  
Demolition Permits Issued: 0  
Solar PVS Permits Issued: 0  
Code Violations Issued: 0  
Sewer Code Violations Issued: 0  
Amount of fees collected for Code Office since last report: \$25.00  
Amount of fees collected for Sewer Department since last report: \$0  
Total amount of fees collected via Code Office since last report: \$25.00  
Total amount of fees collected via Code Office for the year 2022: \$100.00

I completed the first annual Fire & Safety Inspection for Dollar General. I found a couple of small issues, that have been resolved. The Manager was very accommodating.

I have been taking the Code Enforcement Officer training during the last few weeks. At this time, I have 3 weeks left of training for my certificate. I have passed modules A and B, the test for module C is this Wednesday. Once I have finished the classes and passed all modules, I will be a fully certified CEO.

There has been an uptick in inquiries, so I expect it to be a busy summer.

There were no questions regarding the Code Enforcement monthly report.

## TOWN JUSTICE REPORT

Town Justice Frank Whitelaw submitted the following written report for the March 15, 2022 Town Board Meeting:

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

Total fines and surcharges collected for the month of February 2022: \$1014.00  
Total collected year-to-date: \$2793.00  
Total parking fines for February 2022: \$100.00

JCAP has disbursed the funds for the court grant to the town. The court will need a resolution to allow this expenditure and then, we can begin to order the items requested in the grant. Demolition will begin upstairs in preparation for construction of the new courtroom. Demolition to be carried out by staff from the St. Armand Maintenance Division, with large hammers and crowbars.

There were no questions regarding the Town Justice Court Report

## TOWN HISTORIAN ANNUAL REPORT

Town Historian Ed Kanze submitted the following Town of St. Armand, Historian Report for 2021 (written Jan. 2022):

The year 2021 brought the second year of the global, national, and regional Covid-19 pandemic, which continued to affect life in the Town of St. Armand. Mask mandates came and went and came again, and vigilance remained important to keep Town residents and Town officials and staff healthy.

This was a lively and interesting year for the Town Historian. My efforts this year included:

1. Correspondence by email with Justyna Babcock regarding her old house at 42 West Main Street in Bloomingdale. Neighbor, friend, and Bloomingdale history expert Sandy Hayes shared insight into the house's history.
2. Correspondence via email with Carol Haber at the Adirondack History Museum in Elizabethtown.
3. Correspondence with Charles Woolever, Vice President of the Honeoye Falls-Mendon Historical Society, over the history of Bloomingdale's Delaware and Hudson freight and passenger railroad stations.
4. Correspondence with Barbara Crowe in Vermont (Barbara Crowe, P.O. Box 437, Hartford, VT 05047) about a collection of papers, handed down to her from her late father, that she wanted to donate to our St. Armand historical archive. Barbara's father worked in the maintenance department at Paul Smith's College for many years. She believes, as

I understand it, that the old documents came to her father from a friend. The papers have no monetary value but contain much historical interest. Many are relevant to two early St. Armand families: the Goodspeeds and the Simonds. (Simonds turns up in various spellings in old documents, including Simmonds and Symonds.) The papers arrived in late February 2021. I've spent the year struggling to decipher the faint writing, old-fashioned handwriting, and often archaic language. By year's end, I'd completed a thorough inventory of the fifty-four documents. They are now filed in archival acid-free

folders obtained for me by Davina Winemiller and Barb Darrah. That inventory is attached. Once I separate the documents with archival acid-free dividers, the documents will go into the history archive upstairs in the Town Hall.

5. Another set of historical documents was donated to the Town this year by Karrie Peck. These include two original School House Bond issues for 1915, each for \$500, for Union Free School District Number 4, Towns of St. Armand and Franklin. Two other documents of major historical importance were also included. The first is a petition made by St. Armand residents to the Town Clerk, requesting that a special Town Meeting be held "for the purpose of raising money to erect a town house in the village of Bloomingdale...." Signatories include M.B. Norman, Samuel Wood, Charles H. Emmons, F.W. Noble, H. Gonyea, Henry Rock, [unclear first name] Vassar, J.L. Parsons, A.P. Smith [Paul Smith], D. Cohen, and W.H. Wardner. The petition is noted as "Received and Filed October 3rd, 1902 by H.F. Titus, Town Clerk. The second additional document was filed Feb. 24, 1903 by H.F. Titus, Town Clerk of St. Armand. It is contract dated Feb. 17, 1903, between the Town Board of St. Armand and Leonard W. Park and Francis J. Labounty, both of Saranac Lake. The contract is to create a Town Hall designed by W.H. Scopes, architect, and it covers "excavating, mason work, carpenter work, roofing and painting of Town Hall to be erected at Bloomingdale, Essex County, New York" and "all to be completely finished and delivered to the owner on or before September 1st, 1903." The cost of the construction is five thousand seven hundred and seven dollars and eighty-two cents. Fascinating!

6. Efforts are underway to display a historic Bloomingdale baseball uniform in excellent shape, kindly donated by Artie Niederbuhl. A display case called a shadowbox will be obtained so the uniform can be displayed in Town Hall.

7. I've begun efforts to photograph St. Armand and Bloomingdale as they appear today. Years ago, a local historian in the Hudson Valley shared the observation with me that often when we work to preserve history, we put all our efforts into preserving the past while neglecting the present. Of course, the present instantly becomes history itself. Among other things as photographer, I am eager to document the Town as we know it today, which will differ in ways we can only imagine from how the Town will look in the future. My first major effort in this area was to obtain permission from Henry Jakobe, whose parents ran an antique store in the old Cohen Hardware Store building for many years, to photograph the place, inside and out, just before it was sold. I spent a good part of a day with camera, tripod, and various lenses shooting this major Bloomingdale landmark. Since that photo shoot, parts of the building have been taken down. Henry Jakobe asked if there was anything I wanted of what remained in the building, which he was busy clearing out. I said I wanted nothing for myself but asked about a pair of sheep shears I'd seen hanging from a nail in the back barn. They were rusty but showed no signs of wear and had possibly never been used. The shears were clearly not factory-made but fashioned by the hands of a blacksmith, likely on-site. Henry Jakobe was pleased to donate these to the town.

8. A friend of mine from Ithaca, an experienced drone photographer who operates a unit with an ultra-high resolution camera on it, will be visiting my family in May 2022 and has offered to do some shooting for fun in Bloomingdale and St. Armand. He will donate images to our archive. Photos he shot of our place in October 2020 are amazing. Since our place on Moose Pond Lane is in St. Armand, I'll add a few of those aerial images to the archive, too.

9. The completion and opening of a Dollar General Store on State Route 3 in Bloomingdale, on the north side of the village, was a big event in 2021.

10. Another big event in St. Armand in 2021 was the hosting of a Bloomingdale Block Party on Sept. 4 on the Bloomingdale Youth Field behind the firehouse. By all accounts, the event was well-attended and a big success.

11. Town elections in November, 2021 brought the following results. Davina Winemiller, Town Supervisor, Barb Darrah, Town Clerk, Nancy Heath, Tax Collector, and Doug Snickles, Highway Superintendent, ran in uncontested races and were re-elected. Two new Town Board members were elected: Stephanie Bolduc-Mikesell and Sheridan Swinyer.

12. The Town of St. Armand lost important residents this year. Those who left us include Maurice Derby, who died Jan. 18; Elizabeth Omar, who died March 15; Frank Tuthill, who died April 1; Hector Blaise, who died April 23; Gabriel "Bucky" Willette, who died May 3; James Whitelaw, who died July 3; Roger Clinton Wells, formerly of Bloomingdale, who died July 23; Robert Patrick Byno, formerly of Bloomingdale, who died August 7; Daniel James Wolfe, who died August 19; Henry Graves, Jr., who died Sept. 25; Rosalie Snyder, who died October 10; and David F. Voudren, who died Oct. 13; and Jonathan Symonds, who died December 11. The Town Historian would be glad to receive corrections and additions to this list.

13. Covid, and especially this Omicron variant, has thrown a major hurdle in my plans to interview St. Armand seniors as part of an oral history project. I've been consulting with audio recording experts to see if fully Covid-safe interviews could go forward by telephone. The advice of Andy Flynn, editor of the Lake Placid News, and Josh Clement, videographer and resident of the Franklin County side of Bloomingdale, have been generous with information and suggestions.

14. The Town Historian had other commitments and was unable to attend a NYS mandated sexual harassment training session at Town Hall, but thanks to the Town Supervisor he was able to complete the important class online on December 31, 2021.

The Town Historian would like to thank the Town Council, Town Supervisor, Town Clerk, Highway Superintendent, and all others who contributed to making this challenging Covid-challenged year for St. Armand a generally safe and productive one.

Respectfully submitted, January 28, 2022.

Ed Kanze  
St. Armand Historian

RESOLUTIONS # 31 - # 34 OF 2022

RESOLUTION # 31 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S APPROVAL AND ADOPTION OF ADDITIONS AND CHANGES TO THE PERSONNEL POLICY AND PROCEDURE MANUAL DATED MARCH 15, 2022

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

WHEREAS, the Town of St. Armand has an existing Personnel Policy and Procedure Manual with the most current edition adopted on December 10, 2019, and

WHEREAS, the following items are in addition to that policy and will become effective upon the passing of this Resolution:

- Time and Attendance requirements
- Additional Federal Holiday added: Juneteenth (June 19th)
- Minor Clarification language throughout document

NOW THEREFORE, let it be resolved that the Town of St. Armand's Town Board hereby adopts these additions to the Personnel Policy and Procedure Manual, and be it further resolved this Resolution supersedes any and all previous Resolutions regarding the Town of St. Armand Personnel Policy and Procedure Manual.

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

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

Dated: March 15, 2022

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

RESOLUTION # 32 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S APPROVAL OF ALL TOWN POSITIONS DESCRIPTIONS CREATED AND UPDATED ON MARCH 15, 2022

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

WHEREAS, the Town of St. Armand has existing Position Descriptions for most of its' positions, but were outdated and subsequently inaccurate, and

WHEREAS, some Position Descriptions did not exist for a few of the positions, and

WHEREAS, it was determined by the Town Board that Position Descriptions needed to be completed and revised on all positions held within the Town.

THEREFORE, LET IT RESOLVED that the Town of St. Armand Town Board hereby approves all Position Descriptions revised on March 15, 2022, as follows:

Town Supervisor	Deputy Town Supervisor	Town Councilperson	Town Justice
Town Clerk	Town Accountant	Town Assessor	Town Tax Collector
Town Clerk to the Supervisor		Town Historian	Town Health Officer
Town Code Enforcement Officer		Maintenance Technician	Cleaner
Transfer Station Attendant		Recreation Attendant	Ice Rink Attendant
Cemetery Grounds Manager		Cemetery Laborer	
Parking Enforcement Officer		Highway Superintendent	Motor Equipment Operator
Summer Lawns & Grounds Laborer		Highway Laborer	
Wastewater Superintendent		Wastewater Operator	Wastewater Back-up Operator
Water Superintendent		Water Operator	Water Back-up Operator
Water and Sewer Clerk		Water Meter Reader	

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: March 15, 2022

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

RESOLUTION # 33 OF 2022

TOWN OF ST. ARMAND TOWN BOARD’S APPROVAL  
FOR A PORTION OF THE ESSEX COUNTY AMERICAN  
RECOVERY FUNDS TO BE DISTRIBUTED AS BONUSES  
TO THE TOWN OF ST. ARMAND EMPLOYEES

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

WHEREAS, The Essex County Board of Supervisors voted on December 27, 2021, to distribute a portion of the Essex County American Recovery Funds to all Towns in Essex County, and

WHEREAS, The Town of St. Armand will receive \$31,650.76 from these funds, and

WHEREAS, a Special Board Meeting was held on March, 9, 2022, where these funds were discussed, and the Town Board of the Town of St. Armand agreed that a portion of these funds (\$21,500.00) would be distributed to all Town employees as a bonus to show appreciation for their dedication in continuing to work diligently through the pandemic, and that Town Board members would not receive any portion of the bonus funds.

THEREFORE, LET IT BE RESOLVED that upon receipt of the Essex County American Recovery Funds, the Town Board of the Town of St. Armand approves the distribution of one-time bonuses as follows:

1. Full time – Employees who work 40 hours per week (5) will receive a bonus of \$2,000.00
2. 3/4 time – Employees who work between 30 and 40 hours per week (2) will receive a bonus of \$1,500.00
3. 1/2 time – Employees who work between 20 hours and 30 hours per week (2) will receive a bonus of \$1,000.00
4. 1/4 time – Employees who work between 10 hours and 20 hours per week (1) will receive a bonus of \$500.00
5. X time – Employees who work up to 10 hours per week, seasonal employees, quarterly employees (15) will receive \$400.00

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: March 15, 2022

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

RESOLUTION # 34 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL  
FOR TOWN SUPERVISOR, CFO, TO ADJUST  
EXPENDITURE AND REVENUE AMOUNTS IN THE  
GENERAL A FUND – TOWN COURT GRANT

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

WHEREAS, the Town of St. Armand was awarded a Justice Court JCAP Grant in the amount of \$25,560.00, and

WHEREAS, the amount of \$25,560.00 was posted electronically to the Town of St. Armand’s General Account on February 24, 2022, and

WHEREAS, the Comptroller requires a Resolution be done for increases in Revenue and Expenditure fund accounts.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby authorizes and approves by Resolution an increase of Revenue line item A3021 in the amount of \$25,560.00, and an

increase in Appropriations line item A1110.400.

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: March 15, 2022

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

MOTION TO PAY MONTHLY BILLS

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

General Vouchers # 68 - # 93 in the amount of \$ 9,926.58  
Trust and Agency Vouchers # 7 - # 9 in the amount of \$ 495.00  
Highway Vouchers # 33 - # 48 in the amount of \$ 31,803.97  
Water and Sewer Vouchers # 36 - # 56 in the amount of \$ 10,522.31  
Rockledge Voucher # 1 in the amount of \$ 775.98  
Fire Protection # 1 in the amount of \$ 5,044.82 (\*Paid in February)

Deputy Supervisor Karl Law made the Motion to approve payment of this month’s bills; the Motion was seconded by Councilperson Stephanie Mikesell. 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: March 15, 2022

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

MONTHLY REPORT FROM THE SUPERVISOR

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

REVIEW AND MOTION TO APPROVE PREVIOUS MONTH’S MINUTES

Councilperson Stephanie Mikesell made the Motion to approve the Meeting Minutes of the Public Hearing held on February 2, 2022, the Public Hearing and Regular Board Meeting held on February 15, 2022, and the Work Session on the Cannabis Law held February 24, 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 February 2022:

Dog Licenses (6) FS (3) MN (3)	\$ 42.00
Total Revenue Earned	\$ 42.00

Checks written to: Town Supervisor \$36.00 NYS Dept. of A&M \$6.00

## WATER AND SEWER BILLING MONTHLY REPORT:

The current receivables as of March 14, 2022 are \$13,723.00. The due date for the 1<sup>st</sup> quarter billing was February 22, 2022. The moratorium on utilities has been lifted, therefore late fees were applied on remaining balances on February 23, 2022. The Town Board approved two Water and Sewer adjustments on customers who were charged late fees. Their payments had been postmarked on February 16, 2022, but were later found in the red drop box on February 28, 2022.

## OLD BUSINESS

Cannabis Draft Survey - Supervisor Winemiller had distributed a draft survey for the Cannabis Dispensary and on-site consumption. The Board members commented on changes to be made to the survey. It was determined the survey should be changed to present only two options: To allow a Cannabis Dispensary Business in the Town of St. Armand, Yes or No, and to allow a Cannabis On-Site Consumption Business in the Town of St. Armand: Yes or No. Dates for the survey to take place were also discussed, resulting in Friday, May 20<sup>th</sup> from 1:00 pm to 8:00 pm and Saturday, May 21<sup>st</sup> from 9:00 am to 3:00 pm. Board members chose their shifts.

CDBG Grant Update – Town Hall – Supervisor Winemiller distributed draft floor plans for the upstairs upgrade. Winemiller explained that the Town Hall offices would have to be moved temporarily while the work is being done upstairs. Winemiller received a quote to for 3 contractor trailers that came in at \$16,000. The Highway Garage would also be very noisy. Other ideas were renting Norman’s Store or Madden’s Transfer Station trailer boxes. Winemiller asked those present to think of some other ideas.

Possible Land Purchase – Fawcett property next to the ball Field. The Fawcett’s did not feel the appraisal price (\$27,000.00) was high enough. Winemiller had contacted the County Attorney, Dan Manning. He said if the property had a unique purpose for the Town that no other property could meet, then it is possible to pay above an appraised amount. It would need a Public Hearing. Winemiller stated she discussed that possibility with Mr. Fawcett and he suggested that she discuss it with the Board and get back to him. Discussion ensued amongst the Board as to the costs of preparing the property for the Town’s use, the unique purpose if the property, the possible Adirondack Park Agency restrictions and the property limitations. Winemiller stated she would call Eric Fahl and see what he would charge to clear what needed to be cleared. Winemiller stated she would have a breakdown of the costs for the next Board meeting.

Transfer Station Update – Terri Snyder and Tom Darrah and have been doing a great job. A third person is interested in the Transfer Station and will be dropping of his paperwork this week.

Electronic Speed Signs – Winemiller had distributed various quotes on electronic speed signs. Discussion ensued and a decision was made. Winemiller asked for a Motion. Councilperson Stephanie Mikesell made a Motion to approve the purchase of two fluorescent green 24” signs for the price of \$69.45 each. The Motion was seconded by Deputy Supervisor Karl Law. All in Favor. Motion carried.

Family Entertainment at the Youth Field – Supervisor Winemiller had distributed a couple of fliers to the Board members, containing individuals who provided family entertainment shows for a day at the Youth Field. Winemiller explained that ROOST funds could be used for this event. The entertainment providers are Loon Works at a price of \$400.00 for two hours and Mark Rust for a price of \$500.00. Winemiller asked for a Motion to spend up to \$1,000 of ROOST funds for the family entertainment. Councilperson Stephanie Mikesell made a Motion to approve up to \$1,000 ROOST funds for the family entertainment. The Motion was seconded by Councilperson Sheridan Swinyer. All in Favor. Motion carried.

## NEW BUSINESS

Adirondack Clean Water Infrastructure – Supervisor Winemiller distributed a handout regarding the Adirondack Council article on the unique needs for Adirondack lakes, rivers, and streams.

Bloomington Boosters and St. Armand Youth Task Force Pancake Breakfast – Supervisor Winemiller announced a Pancake Breakfast for Sunday, May 8th, 2022.

Bloomington Block Party - St. Armand Youth Task Force – Request for \$9,550.00 of ROOST Funds to fund the Block Party, to include games of chance and Beer. Winemiller stated that because she and Councilperson Stephanie Mikesell were on the St. Armand Youth Task Force, they would have to recuse themselves from the Motion. Deputy Supervisor Karl Law made a Motion to approve the request of \$9,550.00 for the St. Armand Youth Task Force 2022 Block Party. The Motion was seconded by Councilperson Donald Amell. Councilperson Sheridan Swinyer voted in favor as well. Motion carried.

Help Wanted Ads – Town Accountant and Town Assessor – Supervisor Winemiller distributed the proposed Help Wanted Ads for the Town Accountant and the Town Assessor due to the announced retirement of Donna Bramer. Winemiller asked the Board for a Motion to approve posting the Help Wanted ads. Councilperson Sheridan Swinyer made a Motion to approved posting the Help Wanted ads for Town Accountant and Town Assessor. The Motion was seconded by Deputy Supervisor Karl Law. All in favor. Motion carried.

Help Wanted Ad - Wastewater Superintendent Back-up – Supervisor Winemiller distributed the proposed Help Wanted Ad for the Wastewater Superintendent Back-up position, due to the announced retirement of Stanley Ingison in December

2022. Winemiller asked the Board for a Motion to approve posting the Help Wanted ad for Wastewater Superintendent Back-up position. Councilperson Stephanie Mikesell made a Motion to approve posting the ad. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried.

QUESTIONS OR CONCERNS FROM GUESTS AND STAFF:

Warrene McCarthy stated she felt the Kids Day with Family Entertainment was going to be great.

MOTION TO MOVE INTO EXECUTIVE SESSION

Councilperson Stephanie Mikesell made a Motion to move into Executive Session for the purpose of a personnel matter. The Motion was seconded by Deputy Supervisor Karl Law. The Executive Session began at 8:54 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson Stephanie Mikesell made a Motion to adjourn the Executive Session. The Motion was seconded by Deputy Supervisor Karl Law. The Executive Session ended at 9:20 pm.

MOTION TO ADJOURN REGULAR BOARD MEETING

Councilperson Donald Amell made the Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Sheridan Swinyer. The Regular Board Meeting adjourned at 9:21 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.

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

Dated: March 15, 2022