

Town of St. Armand
Regular Board Meeting
Tuesday, March 21, 2023
6:30 pm

These Meeting Minutes were approved by the St. Armand Town Board on April 18, 2023.

A Regular Board Meeting of the Town of St. Armand was held on the above date and time via webinar and in person 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.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: Highway Superintendent Douglas Snickles, Wastewater Superintendent Joshua Woodruff, Town Assessor Tim Burpoe, and Town Clerk Barbara Darrah.

TOWN EMPLOYEES EXCUSED:

Water Superintendent Cory Skiff was excused from the meeting.

GUEST SPEAKERS: Rob Wick, Essex County Office of Planning and Greg Swart, AES Northeast

GUESTS FROM THE COMMUNITY: Rob Wick, Essex County Office of Planning, Greg Swart, AES Northeast, Sandy Hayes and Warrenne McCarthy attended in person. Benjamin Kline, and 2 unidentified callers attended on-line.

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 and invited the guest speakers to address the Wastewater Treatment Plant Disinfection Project Planning.

Rob Wick, Essex County Office of Planning, distributed a 2-sided Wastewater Treatment Plant Disinfection Project Plan including the project background, and the Proposed Project Schedule to the Town Board. Rob went over the planner and gave a clear background on the status of the project from past events and critical timelines on the grant prerequisites for the future. Rob explained the project is still under an Order on Consent with the NYS DEC, with a date of May 1, 2024 to have the seasonal disinfection upgrades on-line; this is not attainable currently. To date, there has not been sufficient funds from the Town to cover engineering/legal costs or grant match; nor has sufficient supplemental grant funds been available to complete the project. The Town is currently negotiating with DEC to extend the Order on Consent date for Disinfection to May 1, 2026 in order to provide more time to pursue funding.

The Essex County Office of Planning is also pursuing additional grant options for the 2023 season. The Town is currently listed with New York State EFC as “eligible” to acquire 50% project cost through the Federal BIL program, if we can increase the project score from 37 to 64. This may or may not be feasible. There will be an opportunity to apply for WIIA grant funds this Spring/Summer; this will provide 30% additional project cost. There is also the WQIP grant program that will only cover construction cost for an additional one million dollars. In order to successfully apply, the Town must pass a Bond Resolution for the Project so that base financial can be in place to cover the engineering and legal fees during these early Planning & Design phases, which will take at least a year. Grant/Loan agencies must see that the Town has the borrowing (read-bonding) capacity to complete the project before they will process grant/loan applicants. Rob reported he will send Supervisor Winemiller a draft RFQ. Supervisor Winemiller asked Rob about the designs Rob was discussing; once the Board has the designs in hand, at that point, are we then considered “shovel ready” for the grant applications? Rob explained there are 3 buzz words used: 1) “Readiness”, 2) “Administrative Readiness” and 3) “Shovel ready. He believes “Administratively ready is a bit closer to what you would want to see on the scoring. As long as you have an engineering contract in place, and you are working on the preliminary designs and schematics in front of EFC and DEC, you can move on the process of getting the applications in. Winemiller asked Rob to break down the steps into a,b, and c: Rob explained the steps as 1,2,3: 1) Engineering agreement with AES, for a preliminary design, then the report is updated. When the report is updated you can start the Bonding proceedings for the WIIA grant and apply for base financing, as soon as possible, probably a year. Winemiller asked Greg for clarification for the Board. She confirmed with Greg Swart that the disinfection is 1.4 million. Greg stated that is where it stands right now. Winemiller asked Rob Wick that he is not saying the Town are only going to get 30% for financing. Rob reiterated that he was saying the Town should go for a 2.5 million bond (top dollar), then their job is to drive the cost down by getting as many grants as possible, and that the financing is feasible. Bonding is the maximum potential for borrowing capability. Then, the Town decides what it can afford for “match”. Winemiller then asked Rob if the engineering agreement the Town has with AES. Do we have to go out to bid again with AES, or are they on state contract? Rob replied that we have to do an RFQ, Request for Qualifications. The RFQ has a turnaround of four weeks. That would allow any engineering firm, including AES to submit a proposal for the Bid.

Supervisor Winemiller asked the Board if they had any questions for Rob and Greg regarding the information they presented. There were no further questions. Supervisor Winemiller then requested a Motion to approve allowing Rob Wick, Essex County Office of Planning to write and publish the RFQ for an engineering firm to provide the Town of St. Armand’s disinfection plan. The RFQ would then be ready for award at a Special Board Meeting on April 18, at 5:30 pm, where the RFQ would be awarded.

MOTION:

Deputy Supervisor Karl Law made a Motion to approve allowing Rob Wick, Essex County Office of Planning, to write and publish the RFQ for the design Engineering report. The Motion was seconded by Councilperson Sheridan Swinyer.

Supervisor Winemiller asked for a Roll Call Vote now and a Resolution as follow-up at the next meeting:

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

Supervisor Winemiller asked Rob Wick to send her the draft RFQ. She thanked both Rob and Greg Swart for attending.

TOWN ASSESSOR TIM BURPOE:

Tim introduced himself as the Town’s new Assessor since July 1, 2022, and gave a brief background of his work history. Tim reported the County sent out a postcard to all the property owners that there may be eligible for a Senior age exemption on their property taxes. This was a new law and New York State wanted the counties to notify residents of the possible exemption. Tim stated it was a great learning opportunity for him through working with the private sector. Tim then explained the STAR program and ENHANCED STAR program. Tim reported on the Board of Assessment Review members. A Resolution was done in 2018 approving the Board’s approval of five members for the Town of St. Armand. The Town currently has four Board of Assessment Review members and he would like to fill the last vacancy. He asked the Board to get the word out that the Town is seeking another member of the public to serve on the Board of Assessment Review. The prospective person must be judicious and would have to attend a three-hour training at the County in order to serve. They also receive a \$100.00 stipend for their service during the annual grievance day. Tim also reported that the last Reassessment for the town was done in 2022. The equalization rate was 100% at that time. All the values that were in the 2022 assessment role were based on the values of the previous July 1st, 2021. The real estate market has obviously gone up. Therefore, there is a gap between the assessment role and the real estate market. If you don’t increase the values, the equalization rate is going to drop. Instead of 100%, we are going to have an equalization rate of somewhere around 90%. Some towns do a reassessment every year, in smaller increments so the gap is smaller. If a reassessment is done every 5 or 6 years, the gap is larger and the equalization rate is going to start dropping. The tentative assessment role will be ready on May 1, 2023. The Town’s next revaluation is scheduled to be done in 2025. We will have to take a look and see what the trend is going to be and what the equalization rate will be at that time.

Supervisor Winemiller thanked Tim for his report and asked if could attend the Special Board Meeting on Short Term Rentals to be held on April 20, 2023, beginning at 5:30 pm. Tim stated he would attend the April 20th meeting.

HIGHWAY DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Highway Report for the March 21, 2023 Board Meeting

- 1) We have been plowing and sanding pretty much every day.
- 2) All sidewalks and fire hydrants are cleaned.
- 3) We have been working on some Town Hall furniture in between plowing.
- 4) We brought the loader to town and pushed back the banks and turn-around areas.
- 5) The one-ton and excavator have been sold on the auction site.
- 6) The new bristles for the broom came in for Spring clean-up.
- 7) We are trying to get everything cleaned up again after the most recent storm.
- 8) We are still pricing out the new excavator.

Solar Energy System for Highway: The cost proposal for the Highway Solar powered system from Adirondack Solar came in at \$96,753.00. In contrast, the quotes for a new generator were both approximately \$10,000. The Solar Energy Systems was tabled. The generators will be discussed at the next meeting.

Purchase of Excavator: Doug Snickles submitted three price proposals: The Bobcat from Bobcat of Lake Placid is \$84,416.46. This excavator is a little bigger and has the swing bucket. The Kubota Excavator from Dragoon’s Farm Equipment, Inc., came in at \$79,009.02, and the John Deere 60G Compact Excavator, from United Agriculture and Turf, Plattsburgh, came in at \$ 135,500.00. Doug stated in his opinion the Bob Cat would be the best one and it is on the lot.

MOTION:

Councilperson Donald Amell made a Motion to purchase the Bob Cat excavator E60 R2 Series in the amount of \$96,416.46. The Motion was seconded by Councilperson Stephanie Mikesell. All in Favor. Motion carried. Supervisor Winemiller called for a Roll Call vote:

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

A Resolution will be prepared for the April 18, 2023 Board meeting.

Radios for trucks: Doug Snickles presented a quote from BearCom in the amount of \$6,994.62 for the purchase of eight Truck Radios. Eight mobiles with accessory connectors for ignition sense. The quote for installation labor and parts are quoted separately and came in at \$5,556.69. These radios are one year out from the time they are ordered until they come in. Supervisor Winemiller reported the radios would be funded from the Highway Savings Fund if the radios come in in 2023, and requested a Motion from the Board to purchase the radios.

MOTION:

Councilperson Stephanie Mikesell made a Motion to order and purchase eight radios and including installation for \$12,551.31. The Motion was seconded by Deputy Supervisor Karl Law. All in Favor. Motion carried. Supervisor Winemiller requested a Roll Call Vote:

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

Karl Law thanked Doug Snickles and the Highway crew for all of the work they continue to do, commenting that he has traveled across a few other towns' roads and our roads are very well taken care of, due to their work.

Supervisor Winemiller reported that the Highway crew are helping with the Town Hall project by re-staining and varnishing the wooden chairs and benches for placement in the new Courtroom in the near future.

There were no further questions or comments regarding the Highway report.

WATER DEPARTMENT REPORT

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

Water Report for the March 21, 2023 Town Board Meeting
Submitted by Cory Skiff

- 2/6/23: Monthly sample sent to the lab.
Water break at Jim Bombards trailer, had to locate the curb stop and shut off the water.
- 2/7/23: Monthly report to Health Department.
- 2/8/23: Yearly Nitrate and Sodium samples sent in to the lab

There were no questions regarding the Water report.

WASTEWATER DEPARTMENT REPORT

Wastewater Superintendent Joshua Woodruff presented the following report to the Board at the March 21, 2023 Board Meeting.

Town of St. Armand Wastewater Department Report for the March 21, 2023 Town Board Meeting
Submitted by Joshua Woodruff, Wastewater Superintendent

1. Prep for summer maintenance Projects.
 - Ask to purchase a confined space entry First Aid Kit and Fire Extinguisher.
 - Manhole repair, lagoon maintenance, pump station evaluations, building maintenance, etc.
2. Side steps for Water and Wastewater truck.
3. Working with AES on mixing zone form and Water Treatment Chemical Form.
4. Annual flow certification for DEC
5. Blower Maintenance (oil change, air filter cleaning, belts inspection)
6. Did oil change in Water and Wastewater truck at 20500miles. (Town Garage)
7. Attended Disinfection meeting at Town Hall with Davina. (3/12/23)

Joshua reported he has been cleaning out the office and filing paperwork. Supervisor Winemiller reported the

Wastewater Treatment Plant looks amazing due to Josh's efforts in the clean-up.
There were no questions regarding the Wastewater Report.

CODE ENFORCEMENT REPORT

Submitted by Rodger Tompkins for the March 21, 2023 Board Meeting – Report completed on March 15, 2023

New Residential Building Permits Issued Since Last Report: 5
Extension of Residential Building Permits Issued Since Last Report: 1
Commercial Building Permits Issued Since Last Report: 0
Certificates of Completion Issued Since Last Report: 0
Stop Work Orders Issued Since Last Report: 0
Demolition Permits Issued Since Last Report: 1
Solar PVS Permits Issued Since Last Report: 0
Code Violations Issued Since Last Report Issued: 0
Sewer Code Violations Issued Since Last Report: 0
Total number of Residential Building permits issued for the year 2023: 5
Total number of Residential Certificates of Completion issued for the year 2023: 6
Total number of Commercial Building permits issued for the year 2023: 0
Total number of Commercial Certificates of Completion issued for the year 2023: 1
Total number of Demolition permits issued for the year 2023: 0
Total number of Demolition Certificates of Completion issued for the year 2023: 1
Total number of Solar permits issued for the year 2023: 1
Total number of Solar Certificates of Completion issued for the year 2023: 0
Total number of Code Violations issued for the year 2023: 0
Total number of Code Violation Certificates of Completion issued for the year 2023: 0
Total number of Sewer Code Violations issued for the year 2023: 0
Total number of Sewer Code Violation Certificates of Completion issued for the year 2023: 0
Amount of fees collected for Code Office since last report: \$1,031.00
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: \$0
Total amount of fees collected via Code Office for the year 2023: \$1,081.00
\$25.00 due for extension that has not been picked up yet

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

TOWN JUSTICE REPORT

Hon. Francis Whitelaw submitted the following report to the Board for the March 21, 2023 Town Board Meeting.

St. Armand Town Court Report for February 2023

Total fines and surcharges collected for the month of February 2023: \$964.00
Total collected year-to-date: \$1,818.00
Total parking fines for February 2023: \$75.00
Total parking fines year-to-date: \$275.00

Nothing to report. Everything is swell.

Supervisor Winemiller reported to the Board that Justice Whitelaw received a 2023 JCAP Court Grant to finalize the Courtroom audio equipment and desk, etc. in the amount of a little less than \$13,000.

There were no questions regarding the Town Justice Court Report.

RESOLUTIONS # 31 – # 39 OF 2023

RESOLUTION # 31 OF 2023

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION TO DROP AFLAC INSURANCE

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

WHEREAS, the Town of St. Armand allowed an AFLAC representative to offer an AFLAC insurance presentation to interested staff in 2018, and

WHEREAS, at that time, interested staff members could apply for AFLAC insurance through AFLAC, and have the premiums deducted from their Town of St. Armand payroll, and

WHEREAS, the Town, as a third party would send the deducted premium payments to AFLAC, and

WHEREAS, there is only one employee currently enrolled in AFLAC insurance, and that employee does not want to continue with AFLAC.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby agrees to discontinue AFLAC insurance through payroll deduction, alleviating the third party collection of premiums and payment to AFLAC.

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 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 32 OF 2023

REAPPOINTMENT OF TOWN OF ST. ARMAND
BOARD OF ASSESSMENT REVIEW MEMBER
DIANE CHASE

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

WHEREAS the St. Armand Town Board approved the appointment of Diane Chase as a member of the Board of Assessment Review, and

WHEREAS the term of a Board of Assessment Review member is 5 years and this term of office shall run concurrently from the term already in effect, that being October 10, 2017 through September 30, 2022,

THEREFORE, this appointment shall be retroactive for the term that runs from October 1, 2022 through September 30, 2027.

This Resolution was duly seconded by Councilperson 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 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 33 OF 2023

TOWN OF ST. ARMAND TOWN BOARD
AUTHORIZATION FOR AGREEMENT FOR
THE EXPEDITURE OF HIGHWAY MONEYS

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

WHEREAS, Essex County Department of Public Works requires Town Board approval for the Agreement for the Expenditure of Highway Moneys prior to spending from Item 1 of the Highway Fund for the year 2023, and

WHEREAS, each Town Board member is required to sign the agreements, and copies must have original signatures of the majority of the Town Board.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand does hereby approve and authorize the Agreement for the Expenditure of Highway Moneys for 2023, and

BE IT FURTHER RESOLVED, the Town Board members of the Town of St, Armand hereby signed copies of the agreement with original signatures at the Town Board Meeting held on March 21, 2023.

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 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 34 OF 2023

TOWN OF ST. ARMAND ADOPTION OF THE
LANGUAGE ASSISTANCE PLAN FOR
LIMITED ENGLISH PROFICIENCY

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

WHEREAS, the St. Armand Town Board adopts the following Limited English Proficiency Plan:

LIMITED ENGLISH PROFICIENCY PLAN

Per the LIMITED ENGLISH PROFICIENCY (LEP) documents provided by the USDA Rural Development local office, the Town of St. Armand has applied the four-part analysis for determination of Language English Proficiency and possible resources for those that need translations:

Part A: Self-Assessment

#1 Demography, Identification of LEP Persons i.e. number of people who speak NO English or speak English Less than “Very Well.”

The service of population is 1,706. Per the Census data (attached), 100% speak only English, and 100 % of the remaining speak English “Very Well.” This is approximately 100 % of the population.

It is unknown exactly how many citizens the Town is trying to reach with its public announcements, but most services include the local population.

#2 Language Assistance Measures, Frequency of Contact

Based on staff members’ recollection, the number of requests for translations has been zero over the past year. The Town requests for translation is considered infrequent and unpredictable.

#3 Staff Training

Staff reviewed the LEP documents provided. Those that have frequent contact with the general public are aware of possible resources available.

#4 Resources for Vital Document Translations

The Town of St. Armand identified the following resources which could offer translations:
Staff at Plattsburgh State University College

Using computer software such as www.freetranslations.com

Part B: Language Assistance Plan

#5 The Town’s Language Assistance Plan includes the following:

Review census data periodically to identify increases in number of citizens that speak English less than “Very Well.”

Inform Staff Members of resources available and evaluate and revise the LEP plan when necessary.

Any questions or comments regarding this plan can be directed to the Town Supervisor at:
518-891-3189.

The census data can be obtained from: www.data.census.gov. (Current census data attached).

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

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

Dated: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 35 OF 2023

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION AND APPROVAL OF USE OF ROOST FUNDS FOR THE OF ST. ARMAND YOUTH TASK FORCE IN FUNDING THE BLOOMINGDALE BLOCK PARTY SCHEDULED FOR SATURDAY, AUGUST 5, 2023.

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

WHEREAS, the St. Armand Youth Task Force has scheduled Saturday, August 5, 2023 to host the Bloomingdale Block Party to be held at the Town of St. Armand Youth Field, to be approved by the St. Armand Town Board, and

WHEREAS, the St. Armand Youth Task Force is requesting ROOST funds in the amount of \$11,370.00 to fund the Block Party, to include games of chance and the sale of beer.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution, the use of the Youth Field on Saturday, August 5, 2023, to host the Bloomingdale Block Party, and the expenditure of Roost Funds in the amount of \$11,370.00 for this event. Town Supervisor Davina Winemiller recuses herself from the Roll Call Vote due to serving as a member of the St. Armand Youth Task Force.

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

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

Dated: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 36 OF 2023

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION AND APPROVAL FOR THE ST. ARMAND YOUTH TASK FORCE TO SELL BEER, WINE, AND CIDER AT THE BLOOMINGDALE BLOCK PARTY SCHEDULED FOR SATURDAY, AUGUST 5, 2023.

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

WHEREAS, the St. Armand Youth Task Force has scheduled Saturday, August 5, 2023 to host the Bloomingdale Block Party to be held at the Town of St. Armand Youth Field, approved by the St. Armand Town Board, and

WHEREAS, the St. Armand Youth Task Force is requesting Town Board authorization to sell beer, wine, and cider at the 2023 Block Party, for fundraising purposes.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution, authorization for the Youth Task Force to sell beer, wine, and cider at the 2023 Bloomingdale Block Party to be held at the Youth Field on Saturday, August 5, 2023. Town Supervisor Davina Winemiller recuses herself from the Roll Call Vote due to serving as a member of the St. Armand Youth Task Force.

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

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

Dated: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 37 OF 2023

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION AND APPROVAL FOR THE ST. ARMAND YOUTH TASK FORCE TO PROVIDE GAMES OF CHANCE AT THE BLOOMINGDALE BLOCK PARTY SCHEDULED FOR SATURDAY, AUGUST 5, 2023.

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

WHEREAS, the St. Armand Youth Task Force has scheduled Saturday, August 5, 2023 to host the Bloomingdale Block Party to be held at the Town of St. Armand Youth Field, approved by the St. Armand Town Board, and

WHEREAS, the St. Armand Youth Task Force is requesting Town Board authorization to provide Games of Chance at the 2023 Block Party, for fundraising purposes.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves by Resolution, authorization for the Youth Task Force to provide Games of Chance at the 2023 Bloomingdale Block Party to be held at the Youth Field on Saturday, August 5, 2023. Town Supervisor Davina Winemiller recuses herself from the Roll Call Vote due to serving as a member of the St. Armand Youth Task Force.

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

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

Dated: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 38 OF 2023

TOWN OF ST. ARMAND SUPPORT FOR
THE ADIRONDACK ASSOCIATION OF
TOWNS AND VILLAGES 2023 AGENDA

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

WHEREAS, the Adirondack region is unique in New York State and the nation, and is the single largest constitutionally protected landmass in the contiguous United States, in which the vast majority of all land is committed to preservation, conservation, recreation, and resource management, and

WHEREAS, the Adirondack region is also home to 130,000 full-time residents living in over 100 small communities, and

WHEREAS, the combination of human communities and natural splendor creates both the Adirondack region’s enchanting appeal and its complex policy challenges, centered around protecting this special place while meeting the needs of people who live here and hundreds of thousands who visit, and

WHEREAS, the Adirondack region is one of the most economically challenged areas of New York State, and has experienced legacy industries sharply declining or disappearing, outmigration of young people, families and college-educated citizens, and

WHEREAS, the region’s challenges also include limited broadband and cellular service, aging infrastructure, declining school enrollment, increasing reliance by an aging population on volunteer emergency services that have difficulty maintaining adequate workforces, and challenges associated with responsibly managing and preserving natural resources that draw large numbers of visitors to the region, and

WHEREAS, the Adirondack Association of Towns and Villages is a non-partisan alliance of local elected officials who represent the towns and villages within the Adirondack Park, whose mission is to educate policymakers and decision-makers about the reality of life in the Adirondacks, to work with other interested groups, and to support solutions that protect the Adirondack environment and open space while ensuring sustainable economic opportunities and the wellbeing of residents and visitors, and

WHEREAS, the Adirondack Association of Towns & Villages has adopted a 2023 Legislative Agenda in furtherance of its mission, and is requesting that the Town of St. Armand join in supporting the Legislative Agenda, a copy of which is attached hereto as Schedule “A”.

THEREFORE. BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby supports the 2023 Legislative Agenda of the Adirondack Association of Towns & Villages.

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

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

Dated: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 39 OF 2023

TOWN OF ST. ARMAND TOWN BOARD APPROVAL AND AUTHORIZATION TO OFFICIALLY NAME THE NEWLY CONSTRUCTED COURTROOM ON THE SECOND FLOOR OF THE ST. ARMAND TOWN HALL AS THE "HONORABLE RUSSELL G. SLINGERLAND COURTROOM", ALONG WITH AN OFFICIAL DEDICATION CEREMONY WITH RIBBON CUTTING BY A SLINGERLAND FAMILY MEMBER

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

WHEREAS, Town Justice Russell G. Slingerland served as Town Justice for the Town of St. Armand from January 1, 1982 through December 31, 2005 (25 years), verified by the Essex County Board of Elections, and

WHEREAS, Hon. Francis W. Whitelaw, current St. Armand Town Justice, has requested that the newly constructed Courtroom on the second floor of the St. Armand Town Hall be named the "Honorable Russell G. Slingerland Courtroom", and

WHEREAS, an official dedication ceremony with ribbon cutting by a member of the Slingerland family is also requested;

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby approves and authorizes the new courtroom to be named the "Honorable Russell G. Slingerland Courtroom", and

BE IT FURTHER RESOLVED, the Town Board authorizes an official dedication ceremony be held at the St. Armand Town Hall to include ribbon cutting by a member of the Slingerland family.

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 22, 2023

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 # 74 - # 110 in the amount of \$ 65,123.49
- Trust and Agency Voucher # 4 - # 6 in the amount of \$ 220.00
- Highway Vouchers # 32 - # 53 in the amount of \$ 68,648.30
- Water and Sewer Vouchers # 28 - # 38 in the amount of \$ 6,450.87
- HT Grant Vouchers # 7 - # 10 in the amount of \$ 2,498.38
- B Fund - # 1 - # 3 in the amount of \$329.75
- Fire Protection Voucher # 6 in the amount of \$ 276.00
- Rockledge # 1 in the amount of \$1,860.58

Councilperson Donald Amell made the Motion to approve payment of March'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: March 21, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor’s Monthly Report for February 2023. Councilperson Sheridan Swinyer made the Motion to approve February’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 Donald Amell made the Motion to approve the Meeting Minutes of the Special Board Meeting and Regular Board Meeting both held on February 22, 2023. The Motion was seconded by Deputy Supervisor Karl Law. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

Town Clerk Barbara Darrah reported the following revenue collected from the Town Clerk for the Month of February 2023.

Dog License (1): 1 FS	\$ 7.00
Total Revenue:	<u>\$ 7.00</u>
Total Checks Written:	
Town Supervisor: General \$ 6.00	NYS Dept. of Agric. & Mkts. \$ 1.00

WATER AND SEWER BILLING MONTHLY REPORT:

The 1st quarter billing Receivables as of March 16, 2023 is \$15,628.03

The Board was presented with three adjustments requesting removal of late fees due to time bill was received, and payments were made, but processed late. Late fee removals were approved by the Town Board for the three customers.

OLD BUSINESS

Bloomington Bender Pond Hockey Tournament – Verbal Update – could not be held due to weather conditions on the second selected date. The Youth Task Force has decided to see if the hockey tournament can be part of Winter Carnival.

Poplar Lane Sewer District – Supervisor Winemiller distributed the District #3 Map, Plan, and Report for the proposed Poplar Lane sewer district project prepared by AES Northeast on March 10, 2023. Supervisor Winemiller reported the next step was to set a date and time for a Special Board Meeting for moving forward. A date was set for Tuesday, May 2, 2023 at 5:30 pm.

Rockledge Sewer District – Supervisor Winemiller distributed the Requests for Quotes she had received for the Rockledge Sewer District Map, Plan and Report: AES Northeast submitted their RFQ in the amount of \$3,000.00. Another RFQ from MJ Engineering and Land Surveying, PC, was submitted in the amount of \$3,000.00. A third RFQ is pending from AEDA. A special Board meeting was set for Tuesday, April 18th, beginning at 5:30 pm in order to go over all the RFQ’s and select one.

Town Hall Project – Verbal Update – Supervisor Winemiller reported the construction is going swiftly. She invited the Board members to go to the second floor when they get a chance, so they could see the progress.

Verizon Cell Tower Lease Update – Supervisor Winemiller stated she is still waiting to hear back from the Verizon Representative. Community guest, Sandy Hayes asked if he could present his input on the Cell Tower. Sandy reported he has been reviewing the lease and it appears to him that more money is owed the Town from the previous lease terms. He came up with a figure of \$1869.56 since 2020 and there has been no increase since the \$1661.00 that has been received. He admitted he was not an attorney, but there are some things that are clear. Sandy stated the current lease expires on May 3rd 2028. He also stated if other companies use Verizon’s Cell Tower, the other companies have to pay \$150.00 a month to the Town per user (company). In addition, Verizon is supposed to notify the Town in writing when a user has tied into the cell tower, so the Town is aware they should be receiving those payments. Supervisor Winemiller stated she will have the Clerk to the Supervisor research the Verizon Cell Tower payments throughout the years and also verify if there are any other users on the Verizon Cell Tower.

Volunteer Firefighter/Ambulance Worker Property Tax Exemption - is still being worked on. Supervisor Winemiller reported Essex County and all the Towns are working on this. Winemiller stated she would keep the Board posted on this issue.

Meter Reader Position – The position was offered to any employee of the Town and no one wanted it. Supervisor Winemiller asked Water and Sewer Clerk what has transpired since then. Darrah reported the position was posted on the Town’s Facebook page and the Bloomingdale Neighborhood Facebook page with no responses. The position was advertised in the Adirondack Daily in the Help Wanted section and no applications were received. The position was reposted on the Town’s Facebook Page and the Bloomingdale Neighborhood Facebook page, but no one has contacted the Town regarding the position. Discussion ensued with possible solutions. Water and Sewer Clerk Darrah explained one of the problems faced is the Trailer Park lot numbers. There are no lot numbers posted and different numbers appear on the trailers themselves due to the fact they are moved from other trailer parks or they have old numbers on them. Darrah suggested a letter be sent to the Trailer Park owners mandating the correct lot numbers be placed on wooden posts on the lots themselves. The numbers should be metal and brown and orange, similar to the numbers used for 911 addresses. Water and Sewer Clerk Darrah will draft the letter to include the account names and current lot numbers to assist the Trailer Park owners with this mandate. Darrah stated this would clearly assist any new person taking over the meter readings. The Board made a Motion to support the letter.

MOTION:

Councilperson Stephanie Mikesell made the Motion to support the letter being sent to trailer park owners, mandating current lot numbers be posted on every lot in the trailer parks within 60 days of receipt of the letter. The Motion was seconded by Councilperson Sheridan Swinyer. All in favor. Motion carried.

Expansion of Youth Building and Playground Equipment – Supervisor Winemiller reported she sent letters reaching out to our government representatives, seeking support for funds for the proposed Youth Field improvements and Youth Building expansion.

St. Armand Logo – Sample Town Logos were presented to the Board for their input on selection. Discussion ensued and it was determined to table the Logo discussion until Supervisor Winemiller was able to speak with the designers to determine what changes could be made.

NEW BUSINESS:

Sale of 2013 Ford F550 1 Ton Dump Truck – Supervisor Winemiller distributed an email received from Michael’s Auto Plaza, the purchaser of the 2013 Ford F550 from Auctions International. The email listed items that need repairs on the truck that exceeded \$3,000.00 and requested some money back from the Town for those adjustments on the repairs, IE: alternator, NOX Sensor, Coolant Temp Sensor and cylinder injector. Discussion ensued amongst the Town Board members and they asked Highway Superintendent Doug Snickles to get with Bob Besaw to determine what the costs would be for those repairs. The topic was tabled until the next meeting on April 18th.

Village of Saranac Lake Public Hearing Notice - an email from the Village of Saranac Lake was received and announced as notification of an upcoming Public Hearing concerning the changes in the Unified Development Code for Short-term Rentals in the Village. This was a courtesy notification due to part of the Village being within the boundaries of the Town of St. Armand.

Donation Appreciation Letters – A letter of appreciation was received from the United Way of the Adirondack Region, Inc. for the Town’s 2023 monetary donation.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Supervisor Winemiller asked those in attendance if there were any questions, comments or concerns.

Sandy Hayes asked if the Transfer Station was just for St. Armand or is anyone welcome to use it. Supervisor Winemiller responded that as long as they follow the rules and use the punch tickets, anyone is welcome to use it.

The Verizon Tower Lease discussion re-surfaced and Sandy stated that Verizon could be subleasing their lease to other companies.

Warrene McCarthy asked what was going on with the proposed project down at the Wastewater Plant with the DEC Disinfection. Supervisor Winemiller responded that the Town looked into the possibility to do ground water discharge, but it was determined that there was not enough space to construct groundwater discharge beds, therefore the Town was instead looking into UV Disinfection. The Town is on a list to receive up to five million dollars for this project.

There were no other questions, comments or concerns.

MOVE TO MOVE INTO EXECUTIVE SESSION

Councilperson Stephanie Mikesell made a Motion to move into Executive Session for a legal matter. The Motion was seconded by Deputy Supervisor Karl Law. The Executive Session began at 9:21 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson Donald Amell made a Motion to adjourn the Executive Session. The Motion was seconded by Councilperson Sheridan Swinyer. The Executive Session ended at 9:35 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 9:36 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: March 21, 2023

Barbara J. Darrah
St. Armand Town Clerk