

Town of St. Armand
Organizational and Regular Board Meeting
Tuesday, January 18, 2022
6:30 pm

These Meeting Minutes were approved by the St. Armand Town Board on February 15, 2022.

An Organizational and Regular Board Meeting of the Town of St. Armand was held on the above date and time via webinar conducted from 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 on-line.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: Highway Superintendent Douglas Snickles, Water Superintendent Cory Skiff, Wastewater Superintendent Stanley Ingison, Town Justice Frank Whitelaw, and Town Clerk Barbara Darrah.

GUESTS FROM THE COMMUNITY: Jim Abendroth, Sue Abbott-Jones, Josh Colby, Jen Fuller, Sandy Hayes, Warrenne McCarthy, Lee Ann Van Cour, Heather Wood, Dan (?) and (2) 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 started off the Regular Board Meeting by stating the Bloomingdale Volunteer Fire Department had asked to speak, but there was no representative present at the meeting. Winemiller 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 January 18, 2022
Board Meeting

- 1) We had to do quite a bit of work on the F-550 1-ton, to include front end work, brakes and new rims.
- 2) We are still plowing and sanding every day.
- 3) We had to cut some trees for the County after a wind storm.
- 4) We have been able to pick up sidewalks after almost every snow to keep them clean.
- 5) We installed the door to the Records Room upstairs.
- 6) We are having issues with one of the boilers; they recommended getting prices on new ones.
- 7) All 200 tons of salt that Trudeau's bid on have been delivered to Trudeau's.
- 8) We also had to replace the sander chain on the 2015 International.

Doug Snickles also asked the Town Board to purchase a sander chain which would fit two plow trucks in order to have one in stock if one became broken. Supervisor Winemiller asked for a motion to purchase the sander chain for an estimated price of \$1,000. Deputy Supervisor Karl Law made the Motion to approve the purchase of the requested chain. The Motion was seconded by Councilperson Stephanie Mikesell. All approved. Motion carried.

There were no questions regarding the Highway report.

Supervisor Winemiller thanked Doug and the Highway crew for all of their work thus far this winter.

WATER DEPARTMENT MONTHLY REPORT

Cory Skiff presented the following report to the Town Board:

Town of St. Armand Water Report for the January 18, 2022 Town Board Meeting

- 12/3/21: Monthly report to Health Department
- 12/6/21: Monthly sample to lab
- 12/14/21: Both Caterpillar Generators were serviced by Brookfield service.
- 12/15/21: Arvid Abrams fixed an issue with our stand pipe telemetry.
- 12/17/21: North Country Door Services came and measured and gave us a quote for a garage door at our Generator/electrical building at the well field.
- 12/21/21: Inspected the water tap at 1666 State Route 3
- 12/28/21: Located curb stop and shut off water at 41 West Main Street.

Cory explained the difference between the prices are one is just a regular door and the other is insulated. The insulated one is a tougher door. Winemiller reported the regular door is 2,587.54 and the insulated door is \$2,648.37. That is installed and all materials included. Winemiller explained the door was basically to protect the generator. She called Fleury's in Malone and Overhead Door in Plattsburgh, and received no responses after approximately eight calls. Cory added North Country Door was the only company that came up and took the measurements to give an accurate quote. Cory reiterated we need something there. Winemiller stated it is \$60.83 difference for the insulated door.

Winemiller asked for a Motion to approve the purchase of the door based on Cory's report. Councilperson Stephanie Mikesell made the Motion to approve the purchase of the door. The Motion was seconded by Councilperson Donald Amell. All in favor. Motion carried.

Winemiller reminded the Board that the NYS Health Department Water Report found four deficiencies, none of them were critical. The Board had received copies of the report and the discrepancies will be discussed and addressed at the next board meeting. An Inspection and Maintenance Plan for the Water Department will be developed.

There were no questions regarding the Water report.

WASTEWATER DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Wastewater Department Summary of last month's activities for the January 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) I had to enter the ULLS wet well numerous times replace an O-ring, clean it out and re-connect the pump in place and re-set the float system. We need to get the pump station replaced either with a new lift station or a gravity feed system very soon as it may not be possible to keep this one working for much longer.
- 9) I got called in after going to bed because 10 separate items got tripped out from an overvoltage issue.
- 10) Kevin Cogan and crew did finish the solar installation along with all of the panels except one as it was damaged. Then they did all the wiring, shut down the power and wired the new stanchion into the system and put all of the panels on line except the top roll which will be wired in after the replacement panel arrives and is installed. Then everything will be put on line and the system will be put into the internet system to monitor its production etc.
- 11) Davina and I have been working toward changing our current surface water discharge status with the DEC and APA to ground water discharge. We will have to do a survey of the property and topography to see if it is feasible. It could be a lot more cost effective both now and in the future.
- 12) I continue to work on the St. Armand Wastewater Department Comprehensive Improvement and Repair Program.

Winemiller reported she did speak with Kevin Cogan, and he will be coming up later this week to look at and fix the panel. Winemiller explained Stan and she will be attending a meeting with DEC regarding the disinfection system and how we can optimize what we have currently. Winemiller stated she was hopeful to have good news to report next month. Winemiller stated the CARES money the town receives can be spent on Water and Sewer, and perhaps the Union Street lift station would be a good place to spend some of that money.

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

Town of St. Armand Code Enforcement Report of Activities for the January 18, 2022 Town Board Meeting

Code Enforcement Report for the January 18, 2022 Town Board Meeting

REPORT OF CODE ENFORCEMENT ACTIVITIES FOR THE YEAR 2021:

Residential Building Permits Issued: 36
Commercial Building Permits Issued: 3
Demolition Permits Issued: 4
Solar PVS Permits Issued: 1
Code Violations Issued: 22
Sewer Code Violations Issued: 2
Amount of fees collected for Code Office: \$5,373.00
January 1st to October 15th, 2021 \$330.00 collected.

October 15th to December 31st, 2021 \$5,443.00 collected.
Amount of fees collected for Sewer Department: \$400.00
Total amount of fees collected via Code Office: \$5,773.00

An Excel spreadsheet with more specific information regarding Code Enforcement activities for the year 2021 is available for viewing by appointment with the Town Clerk.

There were no questions regarding the Code Enforcement monthly report.

TOWN JUSTICE REPORT

Town Justice Frank Whitelaw submitted the following report for the January 18, 2022 Town Board Meeting:

St. Armand Town Court Report for December 2021

Total fines and surcharges collected for the month of December 2021: \$959.00
Total collected year-to-date: \$38,612.00
Total parking fines for December 2021: \$75.00

The court requested a new laptop from the Office of Court Administration, due to the age and poor performance of the current one. Since December, the request was sent in, and the laptop was received.

All financial files for 2021 have been verified, consolidated and stored. An Audit report was prepared by Judge Whitelaw and all documents were made available to the Town Board for the Justice Court Annual Audit.

There were no questions regarding the Town Justice Court Report

TOWN CLERK ANNUAL REPORT

Town Clerk Barbara Darrah distributed a print-out to the Town Board of all Town Clerk transactions for the year 2021 for audit of the Town Clerk's financial records. All documents were made available to the Town Board for the Town Clerk's Annual Audit.

TAX COLLECTOR TAX WARRANT

Tax Collector Nancy Heath distributed the Town of St. Armand's Contents of Collectors' Tax Warrant for 2022 to the Town Board.

TOWN SUPERVISOR'S YEAR-END REPORT

Supervisor Davina Winemiller presented the Town Supervisor's Year-end Report to the Board on this date. Winemiller covered the report at the virtual meeting and stated if anyone is interested in viewing the report in detail, it can be viewed in the Town Clerk's office by appointment with the Town Clerk.

RESOLUTIONS # 1 - # 25 OF 2022

RESOLUTION # 1 OF 2022

SUPERVISOR'S APPOINTMENTS FOR 2022 FOR THE TOWN OF ST. ARMAND

Town Supervisor Davina Winemiller, who moved its adoption, offered the following Resolution:

BE IT RESOLVED, Supervisor Davina Winemiller does hereby designate the following appointments made for the year 2022, retroactive from January 1, 2022 until December 31, 2022:

DEPUTY SUPERVISOR:	- Karl Law
BUILDING & GROUNDS COMMITTEE:	- Davina Winemiller, Rodger Tompkins, Donald Amell
HIGHWAY COMMITTEE:	- Davina Winemiller, Douglas Snickles, Karl Law
WATER & SEWER COMMITTEE:	- Davina Winemiller, Cory Skiff, Stanley Ingison, Sheridan Swinyer
YOUTH RECREATION COMMITTEE:	- Davina Winemiller, Nancy Heath, Vanessa Columbe, Stephanie Mikesell
BOARD OF ASSESSMENT & REVIEW:	- Diane Chase, Ralf Hartman, Ernest Hough, Stanley Ingison

REGISTRAR of VITAL RECORDS - Barbara J. Darrah
WATER & SEWER CLERK - Barbara J. Darrah
DEPUTY TOWN CLERK - Nancy Heath
DEPUTY REGISTRAR OF VITAL RECORDS - Nancy Heath
TOWN HISTORIAN - Edward Kanze

CLERK TO THE SUPERVISOR: - Michael Changelo

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 2 OF 2022

DESIGNATING APPOINTMENTS FOR 2022
FOR THE TOWN OF ST. ARMAND

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

BE IT RESOLVED that the following Supervisor's appointments for 2022 have been proposed and accepted, retroactive January 1, 2022 until December 31, 2022.

Designating appointments are:

ATTORNEYS FOR THE TOWN	- Matthew Norfolk
	- Dan Manning
	- Douglas Goodfriend
	- Matthew Fuller (Sewer)
CODE ENFORCEMENT OFFICER	- Rodger Tompkins
DEPUTY HIGHWAY SUPERINTENDENT	- Cory Skiff
HEALTH OFFICER	- Raymond Scollins
RECREATION SUPERVISOR	- Davina Winemiller

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 January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 3 OF 2022

DESIGNATING OFFICIAL BANKS

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

BE IT RESOLVED that the following banks are designated to be the official banks to deposit money for the Town of St. Armand during the year 2022:

NBT Bank
Community Bank
NY CLASS

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 4 OF 2022

DESIGNATION OF OFFICIAL NEWSPAPER

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

BE IT RESOLVED that the official newspaper for the Town of St. Armand for Public Notices and advertising in 2022 shall be the Adirondack Daily Enterprise.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 5 OF 2022

TOWN OF ST. ARMAND OFFICIAL WEBSITE
DOMAIN GRAPHIC CONNECTIONS, INC.

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

WHEREAS by Resolution, the Town board of the Town of St. Armand hereby duly authorizes Town Supervisor Davina Winemiller to execute the contract with GRAPHIC CONNECTIONS, INC. for the purpose of continued leasing of the Town of St. Armand website domain for January 1, 2022 – December 31, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 6 OF 2022

TOWN OF ST. ARMAND AUTHORIZATION FOR
SIGNATURES FOR ACCOUNTS HELD AT NBT BANK

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

WHEREAS, The Town of St. Armand checking and saving accounts are held with NBT Bank, 209 Lake Flower Avenue, Saranac Lake, NY, and

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges and hereby authorizes Davina Winemiller, Town Supervisor, to continue having signature authorization for Checking and Savings accounts at NBT BANK,

AND BE IT FURTHER RESOLVED, Deputy Supervisor Karl Law is designated to have secondary signature authorization when required.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 7 OF 2022

TOWN OF ST. ARMAND AUTHORIZATION FOR
SIGNATURES FOR BANK ACCOUNTS HELD AT
COMMUNITY BANK, SARANAC LAKE, NY

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

WHEREAS, The Town of St. Armand checking accounts are held at Community Bank, 46 Broadway, Saranac Lake, NY, and

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges and hereby authorizes Town Supervisor Davina Winemiller to continue having signature authorization for Checking accounts at COMMUNITY BANK,

AND BE IT FURTHER RESOLVED, Deputy Supervisor Karl Law is designated to have secondary signature authorization when required.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 8 OF 2022

OFFICIAL MILEAGE ALLOWANCE
FOR 2022

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

BE IT RESOLVED, that the Town Officials and Employees be compensated at \$0.585 per mile for the use of their personal vehicles in the performance of their official duties from January 1, 2022 until December 31, 2022. This mileage compensation rate is hereby verified at the Essex County level.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 9 OF 2022

TOWN OF ST. ARMAND
PROCUREMENT POLICY

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

PROCUREMENT POLICIES AND PROCEDURES FOR THE TOWN OF ST. ARMAND

IT IS HEREBY RESOLVED BY, the Town Board of the Town of St. Armand, Essex County, State of New York that to conform with the requirements of General Municipal Law, Section 104-b, Procurement Policies and Procedures, and

IT IS FURTHER RESOLVED, that goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. To further these objectives, the governing board is adopting internal policies and procedures governing all procurement of goods and services which are not required to be procured pursuant to the competitive bidding requirements of General Municipal Law, Section 103 or of any other general, special or local law, as follows:

I. Procedures for determining whether procurements are subject to bidding:

The procedures for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law is as follows:

A. Procedure: All procurement must be examined and categorized as follows:

1. GML Section 104-b Non-competitive Bidding:

- a). Purchase under \$20,000.00.
- b). Contract for public work below \$20,000.00.
- c). Articles manufactured in a New York State correctional facility (Corrections Law Section 184, 186).
- d). Purchases from agencies for the blind or severely handicapped (State Finance Law Section 175-b).
- e). Purchases under a County contract (GML Section 103(3)). 10002
- f). Purchases under a State contract (GML Section 104).
- g). Emergency purchases (GML Section 103(4)).
- h). Sole source purchases (GML Section 104-b).
- i). Professional Services (GML Section 104-b).
- j). True leases (GML Section 104-b).
- k). Insurance (GML Section 104-b).
- l). Second-hand equipment from another government (GML Section 103(6)).

2. GML Section 104-b - Competitive Bidding:

- a). Purchase contract of \$20,000.00 or more.
- b). Contracts for public work of \$20,000.00 or more.

3. Other Analysis:

- a). Purchases should be evaluated to determine whether, over the course of the fiscal year, the Town of St. Armand will spend in excess of the competitive bidding thresholds for the same or similar items or services. Prior years budgetary appropriations should be referred to for this information and compared with current projections.
- b). Reference to the statute (GML Section 104) should be made for all purchases cited in II-A-1 above, (except II-A-1(a,b) in which a non- bidding determination is made).

B. Documentation - Determination that a purchase is not subject to competitive bidding requirements shall be documented as follows, and kept with the records of the purchase:

1. Copies or notations of all written indicia of dollar amounts.
2. Notation of all verbal indicia of dollar amounts.
3. Where appropriate, reference to prior years' budgetary purchase amount information.
4. For all items determined not to be subject to competitive bidding for reasons other than dollar amount, a written notation of the facts justifying the particular category of exception must be made.
5. If full compliance with these documentation requirements is not practical, a note of explanation shall be made and placed with the purchase records.

C. The methods of procurement to be used are as follows:

- For purchases or public works under \$250.00 – no quote needed
- For purchases or public works between \$251.00 to \$1,000.00 – two or more verbal quotes needed
- For purchases or public works between \$1,001.00 to \$2,000.00 – two or more written quotes needed
- For purchases or public works between \$2,001 to \$9,999.00 – three or more written quotes needed
- For emergency purchases or public works under \$5,000.00 – at the discretion of the Town Supervisor
- For emergency purchases or public works between \$5,001.00 to \$20,000.00 – two verbal quotes needed
- For insurance plans or policies, annually – two written quotes needed
- For second hand equipment purchases

D. Statutory Exceptions from These Policies and Procedures:

Except for procurement made pursuant to General Municipal Law, Section 103(3) (through county contracts), or section 104 (through state contract), State Finance Law, Section 175-b (from agencies for the blind or severely handicapped), Correction Law, Section 186 (articles manufactured in correctional institutions), alternative proposals or quotations for goods and services shall be secured by use of written requests for proposals, written quotations, verbal quotations or any other method or procurement which furthers the purposes of General Municipal Law, Section 104-b.

THEREFORE, BE IT RESOLVED, that the Town Board of St. Armand does hereby adopt the Procurement Policy and Procedures pursuant to Section 104 B of the General Municipal Law, effective January 1, 2022 to December 31, 2022.

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 January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 10 OF 2022

ADOPTION OF THE INVESTMENT POLICY FOR
THE TOWN OF ST. ARMAND'S FUNDS FOR 2022

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

WHEREAS, the Town of St. Armand adopts the following Investment Policy for Town Funds:

INVESTMENT POLICY FOR THE TOWN OF ST. ARMAND

IT IS HEREBY RESOLVED BY the Town Board of the Town of St. Armand, County of Essex, State of New York that to conform with all applicable federal, state and legal requirements; to insure the safety and prudent investment of tax payer funds; and to provide sufficient liquidity to meet all operating requirements, and

IT IS HEREBY RESOLVED THAT the authority for administration of the investment program is delegated to the Supervisor, who should establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information, and regulate the activities of subordinate employees. All participants in the investment

process shall seek to act responsibly, as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of St. Armand to govern effectively, and

IT IS FURTHER RESOLVED that it is the policy of the Town of St. Armand to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling, and

IT IS FURTHER RESOLVED that the policy for the Town of St. Armand for all moneys collected by any officer or employee of the Town is to be transferred to the appropriate Town official within two days for deposit, or, within the time period specified by law, and

IT IS FURTHER RESOLVED, that the Supervisor is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations, and

IT IS FURTHER RESOLVED by the Town Board that the designation of depositories authorized for the deposit of monies up to the legally permissible maximum amounts are; any such bank or trust company authorized by law to do business in, and having offices in the State of New York, and

IT IS FURTHER RESOLVED that in accordance with the provisions of General Municipal Law Section 10, all deposits of the Town of St. Armand, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance shall be secured:

a collateralizing of Deposits.

1. By a pledge of "eligible securities" with an aggregate "market value" as provided by General Municipal Law Section 10, equal to the aggregate amount of deposits from the categories designated in Section C., Permitted Investments of this policy, or
 2. By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the Town for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements, or
 3. By an eligible surety bond payable to the Town for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.
- B. Safekeeping and Collateralization.

Eligible securities used for collateralizing deposits shall be held by the depository and/or a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the Town, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Town of St. Armand or its custodial bank. The custodian agreement shall provide that securities held by the bank or trust company, or agent of and custodian for the Town will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the Town a perfected interest in the securities.

C. Permitted Investments.

As authorized by General Municipal Law Section 11, the Town of St. Armand authorizes the Supervisor to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- 1. Special time deposit accounts,
- 2. Certificates of Deposit,

All investment obligations shall be payable or redeemable at the option of the Town of St. Armand within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided.

D. Authorized financial institutions.

The Town of St. Armand should maintain a list of financial institutions approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution. All financial institutions with which the Town conducts business must be credit worthy. Banks shall provide their most recent consolidated Report of Condition (Call Report) at the request of the Town Supervisor. The Supervisor is responsible for evaluating the financial position and maintaining a listing of proposed depositories, and custodians. Such listings shall be evaluated at least annually.

BE IT RESOLVED, that the Town Board of St. Armand does hereby adopt the Investment Policy renewed effective January 1, 2022 until December 31, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 11 OF 2022

TOWN OF ST. ARMAND'S
ACKNOWLEDGEMENT OF AUDIT
CONDUCTED ON TOWN SUPERVISORS
YEAR END REPORT FOR 2021

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

WHEREAS, The Office of the State Comptroller requires that the town and village supervisors annually provide their year-end report to their respective town and village auditing Board, and that such report be examined or audited and that fact be entered into the minutes of the Board's proceedings, and

WHEREAS, the Supervisors Report includes initiatives to improve accountability and controls over all Town finances and records, and

WHEREAS, among the initiatives is increased monitoring of town and village board compliance with the NYS Comptroller's direction,

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges an audit of the Town Supervisor's report for the Town of St. Armand for 2021 was completed during the month of January 2022, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

This Resolution was duly seconded by Councilperson Sheridan Swinyer 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
Councilperson Sheridan Swinyer	AYE

Dated: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 12 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S
ACKNOWLEDGEMENT OF AUDIT
CONDUCTED ON TOWN JUSTICE
FUNDS AND RECORDS

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

WHEREAS, The Uniform Justice Court Act requires that the town and village justices annually provide their court records and dockets to their respective town and village auditing boards, and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings, and

WHEREAS, the Unified Court System's Action Plan for the Justice Courts includes initiatives to improve accountability and controls over Justice Court finances and records, and

WHEREAS, among the initiatives is increased monitoring of town and village board compliance with Section 2019-a,

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges an audit of the Justice Court Fund for the Town of St. Armand for 2021 was completed during the month of January 2022, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 13 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S
ACKNOWLEDGEMENT OF AUDIT
CONDUCTED ON TOWN CLERK'S
YEAR END REPORT

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

WHEREAS, The Office of the State Comptroller requires that the town and village Clerks annually provide their year-end report to their respective town and village auditing Board, and that such report be examined or audited and that fact be entered into the minutes of the Board's proceedings, and

WHEREAS, the Town Clerk's Report includes accountability over all Town Clerk finances and records, and

WHEREAS, among the initiatives is increased monitoring of town and village board compliance with the NYS Comptroller's direction,

THEREFORE, BE IT RESOLVED, that the Town Board acknowledges an audit of the Town Clerk's Report for the Town of St. Armand for 2021 was completed during the month of January 2022, and

BE IT FURTHER RESOLVED, that no issues or discrepancies were found.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 14 OF 2022

TOWN OF ST. ARMAND'S REPRESENTATIVE
FOR COUNTY YOUTH COMMISSION AND
PLANNING COMMITTEE

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

WHEREAS, The New York State Office of Children and Family Services Executive Law 420, Article 16, requires the yearly appointment/reappointment of a person to act as a representative on the County Youth Board/Planning Committee take place, and

WHEREAS, also in Executive Law 420, Article 15, a municipality receiving office of Children and Family Services Funds must appoint a Youth Commission,

NOW THEREFORE, BE IT RESOLVED, that the Town of St. Armand appoints

Town Supervisor Davina Winemiller

To act as the Official Representative for the Town of St. Armand on the Essex County Youth Board/Planning Committee and that:

Deputy Supervisor Karl Law shall act as her alternate, and

BE IT FURTHER RESOLVED, that the Town Board of the Town of St. Armand appoints the following to serve on the Youth Commission for the Town of St. Armand:

Stephanie Mikesell, 477 Park Ave., Saranac Lake, NY 12983, stephaniebolduc@gmail.com
860-965-4733

Nancy Heath, PO Box 181, Bloomingdale, NY 12913, starmandtax@yahoo.com, 518-891-1258

AND, all of the above-named individuals are employed by the Town of St. Armand, AND

ALSO, BE IT FURTHER RESOLVED that the Town Board of the Town of St. Armand authorizes the Director of the Essex County Youth Bureau to sign amendments of no increase/no decrease in State Aid for said municipality, and that the Director of the Youth Bureau has agreed to return copies of the amendments to the municipality, AND

BE IT FURTHER RESOLVED that the Clerk of this Board shall submit a copy of this Resolution to the Essex County Youth Bureau, Essex County Government Center, Elizabethtown, NY 12932.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 15 OF 2022

TOWN OF ST. ARMAND
YOUTH COMMISSION FUNDS

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

WHEREAS, the Town Board of the Town of St. Armand has decided to partner their youth service program(s) with the Town of Harrietstown, and

WHEREAS, the Town Board of the Town of St. Armand has approved the appointment of its Youth Commission members, and

WHEREAS, the Youth Commission has been authorized to expend enough funds to cover the 50/50 match required by the New York State Office of Children and Family Services,

THEREFORE, BE IT RESOLVED that the Town of St. Armand Town Board hereby approves the 2022 application and authorizes the Youth Commission to expend enough funds for the 2022 youth services program(s), and

BE IT FURTHER RESOLVED, that the Town Clerk send a copy of this Resolution to the Essex County Youth Bureau, 7533 Court Street, Elizabethtown, NY 12932.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 16 OF 2022

TOWN OF ST. ARMAND
LEASE OF POLL SITE FOR 2022

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

WHEREAS by Resolution of the Town Board of the Town of St. Armand does hereby duly authorize Town Supervisor Davina Winemiller to execute the Contract with the Essex County Board of Elections for the purpose of leasing the Town Hall as a poll site, in consideration of \$1.00 per election event, for the calendar year 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 17 OF 2022

TOWN OF ST. ARMAND 2022 CONTRACT
WITH ADIRONDACK REGIONAL AIRPORT

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

WHEREAS by Resolution of the Town of St. Armand, the Town Board hereby duly authorizes Town Supervisor Davina Winemiller to execute the Contract agreement with Adirondack Regional Airport for services to begin January 1, 2022 through December 31, 2022, and

THEREFORE, BE IT RESOLVED THAT the total sum of \$2,500.00 for such 2022 contract is to be paid to the Adirondack Regional Airport no later than February 1, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, by Resolution of the Town of St. Armand, the Town Board hereby duly authorizes Town Supervisor Davina Winemiller to execute the Contract agreement with North Country Life Flight, for services to begin January 1, 2022 through December 31, 2022.

THEREFORE, BE IT RESOLVED that the sum of \$500.00 for such 2022 contract is to be paid to North Country Life Flight no later than March 1, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, a Resolution of the Town Board of the Town of St. Armand, authorizing Town Supervisor Davina Winemiller to execute an Annual Maintenance Agreement for the Handicap Access Lift for 2022, and

WHEREAS, the Handicap Access Lift requires annual inspection and maintenance by law and possible repair, and

WHEREAS, the Albany Lift Company, located in Latham, NY, is the company who would provide such inspections, maintenance and possible repair, and

THEREFORE, the Town Board of the Town of St. Armand chose Option One of the Albany Lift Company’s Commercial Annual Preventative Maintenance Agreement which includes (1) Visit, checking all safety switches, controls, safety devices, wiring, connections, mechanical and electrical components and all mounting fasteners, lubricating gears, rollers, bearings, pivots and hinges. Minor adjustments may be made if needed, and test and operation and recommend repairs or replacement parts for a cost of \$195.00 per visit

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, the Agreement for Maintenance of County Roads between the parties Essex County and the Contractor (Town of St. Armand) constitutes the entire agreement between the parties, and there are no other agreements, either written or oral, between the parties pertaining to the work/services or the funds encompassed by this agreement, and

WHEREAS, the Contract price is set forth in Appendix B annexed hereto and made a part hereof, based upon actual costs, and

WHEREAS, the Contract term of this agreement is from January 1, 2022 through December 31, 2022, and

WHEREAS, the parties hereto agree that the following terms and conditions are included in, a part of, and incorporated into this agreement: Insurance Requirements – Appendix C, and Essex County Standard Clauses – Appendix D, and

WHEREAS, in the event that there is a conflict between Essex County’s Insurance Requirements and Essex County’s Standard Clauses and any Contractor’s proposal, the terms and conditions of the Essex County Insurance Requirements and Essex County Standard Clauses shall super-cede and apply.

THEREFORE, LET IT BE RESOLVED, the Town Board of the Town of St. Armand authorizes Town Supervisor Davina Winemiller to execute and sign the Agreement for Maintenance of Essex County Roads in the Town of St. Armand for the contract term beginning January 1, 2022 and expiring on December 31, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 21 OF 2022

AUTHORIZATION FOR ST. ARMAND TOWN
SUPERVISOR TO SIGN 2022 ESSEX COUNTY
AGREEMENT FOR SNOW AND ICE ON
COUNTY ROADS - DPW – 22-0090

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

WHEREAS, the Agreement for Control of Snow and Ice on County Roads between the parties of Essex County and the Contractor (Town of St. Armand) constitutes the entire agreement between the parties, and there are no other agreements, either written or oral, between the parties pertaining to the work/services or the funds encompassed by this agreement, and

WHEREAS, the Contract price is set forth in Appendix B annexed hereto and made a part hereof, and

WHEREAS, the parties hereto agree that the following terms and conditions are included in, a part of, and incorporated into this agreement: Insurance Requirements – Appendix C, and Essex County Standard Clauses – Appendix D, and

WHEREAS, in the event that there is a conflict between Essex County’s Insurance Requirements and Essex County’s Standard Clauses and any Contractor’s proposal, the terms and conditions of the Essex County Insurance Requirements and Essex County Standard Clauses shall super-cede and apply.

THEREFORE, LET IT BE RESOLVED, the Town Board of the Town of St. Armand authorizes Town Supervisor Davina Winemiller to execute and sign the Agreement for Control of Snow and Ice on Essex County Roads in the Town of St. Armand for the contract term beginning January 1, 2022 and expiring on December 31, 2022.

BE IT FURTHER RESOLVED, the total compensation to be paid by the County to the Town during the year 2022 shall be \$63,972.19, with said sum to be paid in three installments: \$21,324.06 on the first day of March 2022, \$21,324.06 on the first day of June 2022, and \$21,324.07 on the first day of September, 2022.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS the Town of St. Armand is in need of establishing a Sewer District for Poplar Lane, to be known as Sewer District 3 # in the Town of St. Armand, in order to apply for grant funds that would allow the installation of sewer lines and sewer connections to the residences on Poplar Lane, and

WHEREAS, a Public Hearing is the initial step in the application process.

NOW, THEREFORE, LET IT BE RESOLVED that the Town of St. Armand Town Board shall meet and hold a public hearing via webinar through the St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, NY on

FEBRUARY 15, 2022 at 6:15 pm

BE IT FURTHER RESOLVED, the St. Armand Town Board further directs the St. Armand Town Clerk to publish, post and otherwise advertise Notice of Public Hearing webinar concerning the establishment of Sewer District # 3 in the Adirondack Daily Enterprise, the Town of St. Armand website, the Town of St. Armand Facebook page, the Bloomingdale Neighborhood Facebook Group, and the marquis at the Bloomingdale Fire House and the Town Hall marquis located outside the front of the Town Hall building.

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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, on December 26, 2021, Governor Kathy Hochul issued Executive Order No. 11, declaring a State disaster emergency for the entire State of New York due to the COVID-19 pandemic; and

WHEREAS, this State disaster emergency has resulted in limited hours in municipal offices I the Town of St. Armand and rendered senior citizens and individuals with disabilities residing in St. Armand homebound. These factors combined have made it difficult, if not impossible, for many in these populations to file their real property tax exemption applications in person and many, further, lack the ability to file such application online; and

WHEREAS, in recognition of the above problems caused by the pandemic, Governor Hochul issued Executive Order No. 11. This extension of the Governor’s Executive Order modifies subdivisions 7, 7-1 and 8 of section 459-c of the Real Property Tax Law, the effect of which permits the governing body of an assessment roll to all property owners who

received such exemptions on the 2021 assessment roll (i.e., senior citizens and individuals with disabilities with limited income), thereby dispensing with the need for such persons to file renewal applications to request such exemptions, and further dispensing with the requirement that assessors mail renewal applications to such persons; and

WHEREAS, Executive Order 11.1 further allows the governing body of said assessing unit, in any such Resolution, at its option, to include procedures by which its Town Assessor may require a renewal application to be filed if he has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner or died; and

WHEREAS, pursuant to said Executive Order, the Town Board of the Town of St. Armand wishes to adopt such Resolution directing the Town Assessor of St. Armand to grant exemptions on the 2022 assessment roll to all eligible senior citizens and individuals with disabilities with limited income, and granting the Town Assessor of the Town of St. Armand the authority to require renewal application for due cause, as discussed above, utilizing procedures outlined below:

NOW THEREFORE, BE IT RESOLVED, pursuant to the authority granted by Executive Order No. 11.1, issued by the Governor of the State of New York, that the Town Board of the Town of St. Armand hereby directs the Town Assessor of the Town of St. Armand to:

1. Grant exemptions on the 2022 assessment roll to all individuals who received the senior exemption on the 2021 assessment roll and all individuals who received the exemption on the 2021 assessment roll because they were recognized as a person with disabilities and limited income, thereby dispensing with the need for any such individuals to file renewal applications for such exemptions, except that;

2. The Town Assessor may, in his/her sole discretion, require a renewal application to be timely filed with his/her office if he has reason to believe that any such individual, who qualified for the aforementioned exemption on the 2021 assessment roll, may have since changed their primary residence, added another owner to the deed for the relevant property, transferred such property to a new owner or died. If the Town Assessor requires such renewal application be filed, he shall notify the owner of the subject property of such requirement by regular mail, with such notice containing instructions on how to file the renewal application. Said renewal application may be returned by mail or by making an appointment to drop same off at the Town Assessor's Office, 1702 NYS Route 3, Bloomingdale, NY 12913.

This Resolution was 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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 24 OF 2022

TOWN OF ST. ARMAND TOWN BOARD'S ACCEPTANCE
OF THE BLOOMINGDALE VOLUNTEER FIRE
DEPARTMENT OFFICERS FOR 2022

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

WHEREAS, the Bloomingdale Volunteer Fire Department recently submitted the list of elected officers for 2022 to the Town of St. Armand Town Board, and

WHEREAS, the following individuals were elected to serve as officers in the Bloomingdale Volunteer Fire Department for 2022:

Chief	Tim Woodruff
1st Assistant Chief	Michael Woodruff
2nd Assistant Chief	John Houghton
Captain	Vacant
1st Lieutenant	Raymond Amell
2nd Lieutenant	William Martin

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand does hereby accept the elected officers as shown for the year 2022.

This Resolution was duly seconded by Councilperson Donald Amell and approved by Roll Call vote as follows:

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

January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 25 OF 2022

TOWN OF ST. ARMAND HOLIDAY SCHEDULE
FOR 2022 – TOWN HALL WILL BE CLOSED

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

BE IT RESOLVED, that for the year of 2022, the Town of St. Armand's Town Hall, located at 1702 NYS Route 3, Bloomingdale, NY 12913, will be closed in observance of the following holidays:

- Monday, January 17th – Dr. Martin Luther King, Jr. Day
- Monday, February 21st – Presidents' Day
- Monday, May 30th – Memorial Day
- Monday, June 20th – Juneteenth Observance
- Monday, July 4th – Independence Day Observance
- Monday, September 5th – Labor Day
- Monday, October 10th – Columbus Day
- Friday, November 11th – Veterans Day
- Thursday, November 24th & Friday, November 25th – Thanksgiving
- Friday, December 23rd – Monday, December 26th – Christmas Observed

BE IT FURTHER RESOLVED this Resolution hereby supersedes Resolution # 82 OF 2021 dated December 14, 2021.

This Resolution was duly seconded by Karl Law, and was 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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

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

- General Vouchers # 1 - # 23 in the amount of \$ 32,909.03
- Trust and Agency Vouchers # 1 - # 5 in the amount of \$ 2,340.29
- Highway Vouchers # 1 - # 20 in the amount of \$ 15,037.68
- Water and Sewer Vouchers # 1 - # 16 in the amount of \$ 59,901.97
- B Fund Voucher # 1 and # 2 in the amount of \$ 33.22

Councilperson Donald Amell 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 Karl Law	AYE

All in favor. Motion carried.

Dated: January 18, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor's Monthly Report for December 2021. Deputy Supervisor Karl Law made the Motion to approve December's Supervisor's Report. The Motion was seconded by Councilperson Donald Amell. 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 Regular Board Meeting held on December 14, 2021. The Motion was seconded by Councilperson Sheridan Swinyer. All in favor. Motion carried.

TOWN CLERK'S MONTHLY REPORT

Town Clerk Barbara Darrah gave the following report for the month of December 2021:

There was not money generated by the Town Clerk for the month of December. There were no dog licenses, or other licenses or fees

Total Revenue Earned	\$	0.00
----------------------	----	------

WATER AND SEWER BILLING MONTHLY REPORT:

The January billing is currently being processed and thus far, the total is tentatively \$74,000. There is some tweaking from the field work that Cory is working on, so that figure will change. After the Re-levy, the total credit of \$809.75 from customers who had credit balances were carried over to 2022.

OLD BUSINESS

CARES Fiscal Recovery Fund Money – Essex County passed a Resolution to give each Town a portion of the money. Winemiller stated the Town of St. Armand will be receiving \$31,650.76. On the County level they used some of that money for recruitment and retention. For those employees who worked full and part-time 1,000 hours from March 1, 2020 to January 1, 2022, they have given those employees a bonus of \$2,000. They decided to give money to the towns base on population so that if the Towns wanted to give their employees a bonus, they could do that. They call it a vaccine incentive. Winemiller asked the Board members to think about this and if they wanted to give the employees a bonus and what that would look like. And what the rest of the money could look like, it could be used for Water and Sewer. The Town does not have anything like an air exchange system or anything substantial like that in Covid loss. Winemiller asked those present if they had any comments or questions on that? Donald Amell asked how soon a decision had to be made? Winemiller thought that perhaps for the next meeting in February. The Board agreed.

Ground Water Discharge for Effluent – Winemiller stated if the Town could do ground water discharge system for effluent, then the seasonal disinfection which is \$1.4 million, the Phosphorus which is about another \$ two million and ammonia which is about \$800,000 would all go away. As stated previously, Davina and Stan are meeting with DEC and looking at that as an option. Winemiller stated she would report back at next month's meeting. Right now our effluent is being discharged into Sumner Brook.

Electronic Speed Signs – Winemiller stated she had several people ask her to install one near the Firehouse, and another one coming into Bloomingdale from Gabriels. Folks are saying people are speeding on both ends of the town. Winemiller found some for just under \$5,000. She felt the ones by Dollar General are really doing a good job. Dollar General donated those. Winemiller asked the Board how they felt about this idea? Councilperson Donald Amell asked if any data results are sent to the State Police? Winemiller responded some sign do have data retention, but ours do not. The money is in the Highway budget for this purpose. Winemiller stated it could be discussed at the next meeting.

Special Board Meeting date set for work on Town's Cannabis Law – Winemiller stated a Special Board meeting needed to be set up to work on the Cannabis Law for the Town. Winemiller asked if February 24th worked for the Board? Winemiller asked if 5:00 pm worked for everyone? The Board agreed the date and time worked. The meeting will be on-line and if Covid lets up, it could be done in person as well. The meeting will be to work specifically on Cannabis.

NEW BUSINESS

Garage Door quote for wellfield generator building – The garage door was already addressed and approved in the Water Report section of this meeting.

Youth Field Memorial – Winemiller proposed the idea of the Bloomingdale Youth Field should be renamed to Hayes Field to honor Sandy Hayes' father and the Hayes family. She explained that Sandy Hayes' father donated the Fire House, but the Hayes family also donated the youth field to the Town. Winemiller asked each Board member how they felt about that. Deputy Supervisor Karl Law was in agreement. Councilperson Donald Amell agreed and also brought up memorializing other individuals from the community, for example benches or something like that. Councilperson Sheridan Swinyer stated it was a tremendous idea. Councilperson Stephanie Mikesell stated she thought it was a great idea. She added it was great to reinforce history and give people who donated to the Town their dues. Winemiller then asked Sandy Hayes what he thought about this idea. Sandy Hayes mentioned his father had a partner (Mr. Branch) in the ownership of that land, and they both donated the property to the Town. Sandy Hayes stated he did not feel that comfortable with it. He stated he felt that his father and Branch did not donate the property for any kind of special recognition. Sandy asked the Board to think about it a little longer and maybe they could come up with a better name. He thanked the Board for the consideration. Winemiller stated it would be tabled until next month.

Transfer Station Changes – Winemiller explained that during the last week of December of 2021, that the workers at the Transfer Station asked Winemiller to ask the public to wear masks while at the Transfer Station due to the Covid uptick. Winemiller read from the report she had prepared for the Town Board. Winemiller stated she made some mistakes regarding the pricing for certain size trash bags. She worked at the Transfer Station the following Saturday that the Transfer Station was open and she explained how the pricing was misinterpreted by several Transfer Station users.

Winemiller gave many examples of the discrepancies and the problems with the recycling trailer. Both Transfer Station attendants resigned. Discussion ensued regarding the concerns amongst the Board and others who were present on the virtual meeting. Winemiller stated we needed to have some back up for the Transfer Station attendants and new pricing was necessary. The Board agreed the Transfer Station should remain closed until these issues were resolved. It was decided a Public Hearing would be the best way to hear from all parties in order to address all the issues and hear ideas to resolve those issues Winemiller brought forward. A Public Hearing was set for Wednesday, February 2, 2022, at 6:00 pm. The Board agreed the Transfer Station should remain closed until the issues are resolved. The Board also agreed a help-wanted ad for Transfer Station attendants should be placed immediately and the applications would be due to the Town Supervisor by February 2, 2022. Cameras were also discussed and approved by the Board. Winemiller asked Josh Colby to give some input. Josh stated he thought the Transfer Station was a good asset for the Town.

QUESTIONS OR CONCERNS FROM GUESTS AND STAFF:

Councilperson Donald Amell brought up the topic of the Highway Superintendent's salary regarding being a driver or excluding the driver aspect. He just wanted to make sure the topic is not lost, in order to be prepared for the budget work sessions. Winemiller stated it would be on February's agenda.

Warrene McCarthy asked how the Deputy Supervisor is selected. Winemiller responded the Deputy Supervisor is appointed by the Town Supervisor.

There were no other questions, comments or concerns.

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 Councilperson Karl Law. The Executive Session began at 9:05 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Deputy Supervisor Karl Law made a Motion to adjourn the Executive Session. The Motion was seconded by Councilperson Stephanie Mikesell. The Executive Session ended at 9:13 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 9:14 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: January 18, 2022

Barbara J. Darrah
St. Armand Town Clerk