

Town of St. Armand
Regular Board Meeting – 6:30 pm
Tuesday, December 20, 2022

These Meeting Minutes were approved by the St. Armand Town Board on January 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 conducted at the Town Hall, Bloomingdale, NY. The meeting was advertised and made available to the public.

BOARD MEMBERS PRESENT:

Town Supervisor Davina Winemiller, Deputy Supervisor Karl Law, Councilperson Donald Amell, and Councilperson Sheridan Swinyer were all present at the meeting. Councilperson Stephanie Mikesell attended on-line due to illness.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: Superintendent Douglas Snickles, Water Superintendent Cory Skiff, Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah were present at the meeting. Code Enforcement Officer Rodger Tompkins attended the meeting on-line.

GUESTS FROM THE COMMUNITY: Community guests were Sandy Hayes, and Warrenne McCarthy (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 then opened the floor to the Department Heads to present their reports.

DEPARTMENTAL REPORTS

HIGHWAY DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Highway Report for the December 20, 2022 Board Meeting

- 1) The new one ton is scheduled to have the box and sander installed on December 17th. We should see it at the end of the month.
- 2) We started taking Home-Town Hero banners down, but then got busy with the weather.
- 3) We had clean-up of trees after two separate wind storms.
- 4) I want to order a couple things that we should have in stock, such as spare tires for both plow trucks, spare conveyor chain for sanders.
- 5) We are plowing and sanding a little bit.
- 6) We have been working at the Youth Building preparing the snack area.
- 7) I would like to start getting some prices on replacing some sidewalks.
- 8) I would like to see about having more street lights put around the village; like Reservoir Road and maybe the top part of Roosevelt Lane.
- 9) I went to look at a new excavator and possibly trading ours in.

Supervisor Winemiller thanked Doug and the Highway crew for their help with taking down the Hometown Hero banners for the season, and their work on the Youth Building.

Highway Superintendent Douglas Snickles asked if the Town could seek having more street lights installed, specifically at the top of Roosevelt Lane and Reservoir Road. Winemiller reported street lights don't cost us anything, we only pay for the electricity, which are LED. Winemiller asked Doug to get the pole numbers from the locations he mentioned.

Superintendent Doug Snickles reported he was looking into a bigger generator at the Highway garage. The current generator is 6500 watts, and when needed, the battery is usually dead, and if it runs out of gas, the gas pumps don't work. He stated when the power does go out, it takes two crew members to lift the doors on the Highway garage. Supervisor Winemiller asked Doug to get two or three quotes.

Superintendent Snickles stated that the two-way radios were also an issue. The radios are ancient and most of the time the signals are very weak, especially when the power is out. The radio base plugs in at the Highway garage. Winemiller asked Doug Snickles to check the inventory reports to see what year the Highway radios were installed. Doug thought it was 2004, but he would check. Doug stated the new truck is waiting for a radio installation, and the company says that will be six months out. Winemiller suggested contacting Wells Communication as they may be able to move the antenna transmitter to remedy the problem of weak transmissions. She believes they currently handle Clinton, Essex, Franklin and possibly Hamilton counties.

Winemiller asked and asked if there were any questions regarding the Highway report? There were no questions, but Sandy Hayes wanted to thank Doug and the crew for keeping up with the roads in our Town. He stated they are the best roads in the area and it shows our crew cares.

WATER DEPARTMENT MONTHLY REPORT

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

WATER REPORT FOR THE DECEMBER 20, 2022 TOWN BOARD MEETING Submitted by Cory Skiff

- 11/1/22 - Monthly sample to the lab
Monthly Report to health Department
- 11/15/22 - Fire at R&L towing: We supplied the fire department roughly 40,000 gallons of water.
Installed a new water reader at 36 Roosevelt Lane

Supervisor Winemiller asked if there were any questions regarding the Water report? There were none.

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 December 2022 meeting:

- 1) Daily collections, testing and recorded data.
- 2) 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) Weekly generator checks.
- 5) Weekly greasing of the paddle wheel drive and clarifier drives.
- 6) Weekly grit removal from the classifier drive outfall and unloaded it into the transfer station trash dumpster.
- 7) Weekly flexing of all the aeration diffusers.
- 8) Steve from New York Rural Water did come and run the camera down the sewer mains near St. Pauls' Church and the Rabideau construction site on east Main St. We found out that the main line between MH 3 and MH 4 was now clear everywhere except a 16' foot section nearer to MH 4 that was impassible by the camera. The main line between MH 4 and MH 5 was clear everywhere except a six-foot area somewhat near the middle of the main that was impassible by the camera. The main line between MH 5 and MH 6 was now clear and the line between MH 6 and MH 7 was also clear now. We also ran the main between MH 17 and MH 18 on East Main St. and found it to be clear all the way except a three-foot section near MH 18 which was impassible. Chris Willette and I did do a confined space entry into MH 18 and cleared the obstructions from the line near MH 18 and it is now clear flowing all the way again for the first time in 35 years.
- 9) The reason for the Pump House Lift Station not working correctly was the duplexer alternating relay had failed. I checked with CED and they could not get one from their supplier so I had one ordered from Amazon and there is a three to five-week delivery time.
- 10) Training Josh to do the quarterly blower unit oil changes and he did an oil change and filter cleaning on each of the 4 blowers. We have not heard anything from Siewert Equipment about getting the alignments and filter changes done yet.
- 11) Sad news, Kent Robinson (the fire extinguisher person) passed so now the entire north country will be looking for a new fire extinguisher service person.
- 12) Kinsley Power did the bi-annual service and inspection of both generators. The coolant in the wastewater plant generator already got changed to a newer grade and they recommend that the Pre-treatment system generator have the same thing done. They quoted us \$ 2,206.59 to do the work. Do you want them to do it or get some other quotes first? The Kinsley Power quote is good until January 6, 2023.
- 13) The treatment plant and collection systems are currently in the soundest operating condition they have ever been in since the system was installed in 1985 and will be even better when the blowers get aligned for the first time. Joshua has been in training over the past few weeks both here at home in our system and at several other local systems. So, here's to optimism in the coming year for a good uphill flow.

Supervisor Winemiller expressed appreciation for Stan's efforts and years spent as Wastewater Superintendent and wished him a long and happy retirement on behalf of the Board.

Sandy Hayes asked Stan how many years he had spent with the Town. Stan stated he started in 1988 as part-time when Joyce Morency was Town Supervisor, and went to full time in 2017.

There were no further questions regarding the Wastewater Report.

CODE ENFORCEMENT MONTHLY REPORT

Code Enforcement Officer Rodger Tompkins presented the following report to the Town Board.

Code Enforcement Report for the December 20, 2022 Board Meeting – completed on December 14, 2022 by Rodger Tompkins.

New Residential Building Permits Issued Since Last Report: 2

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: 1
Stop Work Orders Issued Since Last Report: 0
Demolition Permits Issued Since Last Report: 0
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 2022: 53
Total number of Residential Certificates of Completion issued for the year 2022: 17
Total number of Commercial Building permits issued for the year 2022: 1
Total number of Commercial Certificates of Completion issued for the year 2022: 0
Total number of Demolition permits issued for the year 2022: 1
Total number of Demolition Certificates of Completion issued for the year 2022: 0
Total number of Solar permits issued for the year 2022: 0
Total number of Solar Certificates of Completion issued for the year 2022: 1
Total number of Code Violations issued for the year 2022: 1
Total number of Code Violation Certificates of Completion issued for the year 2022: 12
Total number of Sewer Code Violations issued for the year 2022: 0
Total number of Sewer Code Violation Certificates of Completion issued for the year 2022: 1
Amount of fees collected for Code Office since last report: \$420.00
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: \$420.00
Total amount of fees collected via Code Office for the year 2022: \$8,216.40

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

There were no questions regarding the Code Enforcement Officer's Report

TOWN JUSTICE REPORT

St. Armand Town Court Report for November 2022

Total fines and surcharges collected for the month of November 2022: \$1,257.00
Total collected year-to-date: \$22,880.00
Total parking fines for November 2022: \$575.00
Total parking fines year-to-date: \$5,575.00

There were no questions regarding the Town Justice monthly report.

RESOLUTIONS # 88 - # 104

RESOLUTION # 88 OF 2022

TOWN OF ST. ARMAND 2023 MONTHLY TOWN BOARD MEETING SCHEDULE

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

BE IT RESOLVED, that for the year of 2023, the Town Board of the Town of St. Armand will hold its Regular Monthly Board Meetings on the following dates at the Bloomingdale Town Hall, at 6:30 pm, at 1702 NYS Route 3, Bloomingdale, NY 12913:

Wednesday, January 18th (due to Martin Luther King, Jr. Day, Monday, January 16, 2023)
Wednesday, February 22nd (due to Presidents Day, Monday, February 20, 2023)
Tuesday, March 21st
Tuesday, April 18th
Tuesday, May 16th
Wednesday, June 21st (due to Juneteenth, Monday, June 19, 2023)
Tuesday, July 18th
Tuesday, August 15th
Tuesday, September 19th
Tuesday, October 17th
Thursday, November 9th - Public Budget Hearing *(held the Thursday following the General Elections (Town Law)
Tuesday, November 14th – *Budget due by Nov. 20th (Town Law)
Tuesday, December 19th

* RE-LEVY IN NOVEMBER - All unpaid Water and Sewer balances remaining after the due date of the Fourth Quarter Water and Sewer bills are forwarded to Essex County Office of Real Property and are re-levied onto the property owner's County property tax bill in January.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 91 OF 2022

AUTHORIZATION TO SIGN AGREEMENT
BETWEEN THE TOWN OF ST. ARMAND
AND THE SARANAC LAKE VOLUNTEER
RESCUE SQUAD, INC. FOR 2023

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 the 2023 Agreement with the Saranac Lake Volunteer Rescue Squad, and

WHEREAS the Saranac Lake Volunteer Rescue Squad provides the services of medical care and transportation via ambulance for injured and sick individuals within the borders of the Town of St. Armand, and\$

WHEREAS the Town Board for the Town of St. Armand agrees to the provisions set within the Agreement between the Town of St. Armand and the Saranac Lake Volunteer Rescue Squad, Inc., and the Town agrees to pay an amount of \$35,279.00 for such services from January 1, 2023 to December 31, 2023, payable no later than April 1, 2023.

NOW THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand shall abide by the Agreement between the Town of St. Armand and the Saranac Lake Volunteer Rescue Squad, Inc.

This Resolution was duly seconded 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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 92 OF 2022

TOWN OF ST. ARMAND 2023 CONTRACT
WITH NORTH COUNTRY LIFE FLIGHT

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, 2023 through December 31, 2023.

THEREFORE, BE IT RESOLVED that the sum of \$500.00 for such 2023 contract is to be paid to North Country Life Flight no later than March 1, 2023.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 93 OF 2022

AUTHORIZATION TO SIGN FIRE AGREEMENT
BETWEEN THE TOWN OF ST. ARMAND AND THE
TOWN OF NORTH ELBA FOR RENEWAL IN 2023

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 Supervisor Davina Winemiller to execute the Fire Protection Services Contract agreement with the Town of North Elba, North Elba Park District dated January 1, 2023 to December 31, 2023, and renewable annually up until December 31, 2024.

THEREFORE, BE IT RESOLVED that the total sum of \$6,482.94 for 2023 is to be paid to the North Elba Park Fire District no later than January 31, 2023.

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 Stephane Mikesell	AYE
Councilperson Sheridan Swinyer	AYE

Dated: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 94 OF 2022

AUTHORIZATION TO SIGN CONTRACT
BETWEEN THE TOWN OF ST. ARMAND AND
STANDARD MEDICAL TESTING SERVICES
FOR 2023

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

BE IT RESOLVED, that this agreement is made between Standard Medical Testing Services, a division of Mountain Medical Services located at 597 Bay Road, Queensbury, NY, 12804 and the Town of St. Armand, having an address at 1702 NYS Route 3, Bloomingdale, NY, 12913, and;

WHEREAS, this agreement shall be in effect from January 1, 2023 to December 31, 2023, and;

WHEREAS, this contract is for required drug and alcohol testing for equipment operators in the Highway Department. The contract is priced per visit, and specified services and hours, not an annual fee, and;

WHEREAS, Standard Medical Testing Services/Mountain Medical Services attests that it will keep all information obtained from the Town of St. Armand for the purpose of testing confidential unless otherwise required to disclose said information by applicable law, regulation, or subsequent agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby authorizes Town Supervisor Davina Winemiller to execute the contract with Standard Medical Testing Services, a division of Mountain Medical Services for the year 2023.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, the Bloomingdale Volunteer Fire Department has provided the services of the Town of St. Armand for fire protection pursuant to General Municipal Law Section 209-b and fire police protection pursuant to General Municipal Law Section 209-c to the Town, and

WHEREAS, there has been heretofore entered into a contract between the Town and the Bloomingdale Volunteer Department providing the fire protection pursuant to General Municipal Law S209-b for aid district which contract expired on the 31st day of December, 2021, and

WHEREAS, it is the desire of the Town and the Fire Company to enter into a new contract to cover the cost of providing the same such services for a three (3) year period commencing on the 1st day of January, 2022 and ending on the 31st day of December, 2024, and

WHEREAS, in consideration of the services provided and to be provided by the Bloomingdale Volunteer Fire Department during the calendar years 2022, 2023 and 2024, the Town shall pay to the Bloomingdale Volunteer Fire Department the total sum of \$46,000.00 for 2022; \$ 50,000.00 for 2023; (an increase of \$1,000.00 from Resolution # 29 of 2022), and \$50,000.00 for 2024, as and for said services. Payment shall be made by February 20th of each year.

THEREFORE, LET IT BE RESOLVED the Town of St. Armand shall abide by the Contract Agreement with the Bloomingdale Volunteer Fire Department commencing on the 1st day of January 1, 2023 and ending on the 31st day of December 31, 2024 and authorizes Davina Winemiller, Town Supervisor to sign said agreement.

This Resolution was duly seconded by Councilperson Donald Amell, and adopted by Roll Call Vote as follows with the exception of Councilperson Sheridan Swinyer, who abstained due to Fire Department affiliation.

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

Dated: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, the Bloomingdale Volunteer Fire Department recently submitted the list of their elected officers for 2023 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 2023:

Chief	Tim Woodruff
1st Assistant Chief	Michael Woodruff
2nd Assistant Chief	John Houghton
Captain	William Latham
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 2023.

This Resolution was duly seconded by Councilperson Stephanie Mikesell, and approved by Roll Call vote as follows with the exception of Councilperson Sheridan Swinyer, who abstained due to Fire Department affiliation.

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

Dated: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 97 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION
TO SIGN PREVENTATIVE MAINTENANCE AGREEMENT
WITH BROOK FIELD SERVICE FOR 2023

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

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

WHEREAS, RESOLUTION # 52 OF 2022 allowed for a Maintenance Agreement with Brook Field Service, and

WHEREAS, the annual agreement offers the following options to choose from:

Program #1 – Complete annual major Service (parts, labor and mileage included) in the amount of \$2,043.00

Program #2 – Two visits per year (1) Major and (1) minor Service – Operational checkout service/
Analysis in the amount of \$ 3,330.00

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand hereby authorizes Town Supervisor Davina Winemiller to execute and sign the Preventative Maintenance Agreement with Brook Field Service for the Water Department’s two standby generators; one at 1747 NYS Route 3 and one at 743 NYS Route 3 for the Contractual Year of 2023 for Program #1.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 98 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION
TO RETURN GRANT AWARDED FOR THE NYS DEC 2021
WATER QUALITY IMPROVEMENT PROJECT FOR THE
WASTEWATER DISINFECITON STAGE

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

WHEREAS, the New York State Department of Environmental Conservation has made grant funds available in 2022 through the Water Quality Improvement Project program, which provides grant funds on a competitive, statewide reimbursement program open to local governments and non-profit corporations to implement projects that directly address documented water quality impairments, improve aquatic habitat, or protect a drinking source, including wastewater disinfection projects, and

WHEREAS, the Town of St. Armand submitted a grant application for funding with a local match requirement not to exceed 50% of the total award amount, to the NYS Department of Environmental Conservation 2022 Water Quality Improvement Project program for the purpose of constructing a disinfection system to the Wastewater Treatment plant, and

WHEREAS, the Town of St. Armand was awarded \$ 642,913.00 from that grant in 2022, and

WHEREAS, at the Regular Town Board Meeting held on November 15, 2022, the Essex County Office of Planning was present and recommend the Town return that awarded grant to WQIP, because the amount was not enough to complete the required project and in order to allow the Town of St. Armand to apply for other grant funding for which they were recommended. A Motion was passed on November 15, 2022 with all in favor to return the WQIP grant followed by this Resolution.

THEREFORE, BE IT RESOLVED, the St. Armand Town Board hereby authorizes the return of the current WQIP grant in the amount of \$642,913.00, and

BE IT FURTHER RESOLVED, that the Town Supervisor of the Town of St. Armand is hereby authorized to execute all necessary documents relating to the return of the NYS DEC Water Quality Improvement Project grant at this time.

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
Councilperson Sheridan Swinyer	AYE

Dated: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 99 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL
FOR YEAR-END BUDGET AMENDMENTS FOR
GENERAL A FUNDS

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase A1220.201 (Supervisor EQ) from \$0 to \$12.07

Decrease A1010.400 (Town Board CE) from \$1,585.00 to \$1,572.93 (\$12.07)

Increase A1320.100 (Town Accountant PS) from \$19,695.00 to \$21,437.13 (\$1,732.13)

Decrease A1110.400 (Town Justice CE) from \$27,560.00 to \$26,827.87 (\$1,732.13)

Increase A1320.400 (Accountant CE) from \$6,300.00 to \$7,103.62 (\$803.62)

Decrease A1110.400 (Town Justice CE) from \$26,827.87 to \$25,024.25 (\$803.62)

Increase A1355.100 (Assessor PS) from \$16,399.00 to \$16,642.38 (\$243.38)

Decrease A1420.400 (Attorney CE) from \$8,000.00 to \$7,756.62 (\$243.38)

Increase A1410.400 (Town Clerk CE) from \$1,750.00 to \$1,876.72 (\$126.72)

Decrease A1420.400 (Attorney CE) from \$7,756.62 to \$7,629.90 (\$126.72)

Increase A1620.401 (Town Hall Fuel Oil) from \$6,000.00 to \$6,797.31 (\$797.31)

Decrease A1420.400 (Attorney CE) from \$7,629.90 to \$6,832.59 (\$797.31)

Increase A1620.403 (Town Hall Maint/Repairs) from \$3,150.00 to \$6,367.93 (\$3,217.93)

Decrease A1420.400 (Attorney CE) from \$6,832.59 to \$3,614.66 (\$3,217.93)

Increase A1620.405 (Town Hall Telephone) from \$1,500.00 to \$1,816.22 (\$316.22)

Decrease A1420.400 (Town Attorney) from \$3,614.66 to \$3,298.44 (\$316.22)

Increase A1620.410 (Town Hall Internet) from \$1,200.00 to \$1,299.87 (\$99.87)

Decrease A1420.400 (Town Attorney) from \$3,298.44 to \$3,198.57 (\$99.87)

Increase A5010.100 (Highway Supervisor PS) from \$66,652.00 to \$66,654.90 (\$2.90)

Decrease A1420.400 (Town Attorney) from \$3,198.57 to \$3,195.67 (\$2.90)

Increase A5010.400 (Highway Supervisor CE) from \$400.00 to \$523.67 (\$123.67)

Decrease A1420.400 (Attorney CE) from \$3,195.67 to \$3,072.00 (\$123.67)

Increase A5132.401 (Highway Electricity) from \$3,000.00 to \$3,022.38 (\$22.38)

Decrease A1420.400 (Attorney CE) from \$3,072.00 to \$3,049.62 (\$22.38)

Increase A5132.403 (Town Garage Maint/Repairs) from \$2,600.00 to \$2,829.94 (\$229.94)

Decrease A1420.400 (Attorney CE) from \$3,049.62 to \$2,819.68 (\$229.94)

Increase A5132.404 (Town Garage phone/internet/alarms) from \$1,400.00 to \$1,482.84 (\$82.84)

Decrease A1420.400 (Attorney CE) from \$2,819.68 to \$2,736.84 (\$82.84)

Increase A7310.408 (Youth Building Telephone) from \$575.00 to \$702.09 (\$127.09)

Decrease A1420.400 (Attorney CE) from \$2,819.68 to \$2,609.75 (\$127.09)

Increase A7310.410 (Youth Building Water/Sewer) from \$485.00 to \$760.88 (\$275.88)
Decrease A1420.400 (Attorney CE) from \$2,819.68 to \$2,333.87 (\$275.88)

Increase A8160.400 (Refuse/Garbage CE) from \$5,874.48 to \$6,285.52 (\$411.04)
Decrease A1420.400 (Attorney CE) from \$2,819.68 to \$1,922.83 (\$411.04)

Increase A8810.102 (Cemetery Laborer) from \$2,145.00 to \$3,643.50 (\$1,498.50)
Decrease A8810.200 (Cemetery EQ) from \$3,379.81 to \$1,881.31 (\$1,498.50)

Increase A9030.800 (Social Security) from \$19,000.00 to \$20,349.39 (\$1,349.39)
Decrease A8810.200 (Cemetery EQ) from \$1,881.31 to \$531.92 (\$1,349.39)

Increase A9050.800 (Unemployment Insurance) from \$3,000.00 to \$4,134.64 (\$1,134.64)
Decrease A9060.800 (Health Insurance Highway Super) from \$27,500.00 to \$26,861.13 (638.87)
Decrease A9089.800(COBRA) from \$5,958.00 to \$5,462.23 (\$495.77)

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the General A Fund.

This Resolution was duly seconded by Councilperson Donald Amell, 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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 100 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL
FOR YEAR-END BUDGET AMENDMENTS FOR
DA HIGHWAY TOWNWIDE FUNDS

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase DA5110.101 (MEO PS – May to Nov) from \$38,000.00 to \$39,748.80 (\$1,748.80)
Decrease DA5110.400 (Maint of Streets CE) from \$11,000.00 to \$9,251.20 (\$1,748.80)

Increase DA5110.102 (Laborer PS) from \$17,171.00 to \$19,748.72 (\$2,577.72)
Decrease DA5142.101 (MEO PS) from \$30,370.00 to \$27,792.28 (\$2,577.72)

Increase DA5130.101 (MEO PS Machinery) from \$10,000.00 to \$12,573.60 (\$2,573.60)
Decrease DA5110.400 (Maint of Streets CE) from \$9251.20 to \$6,733.85 (\$2,517.35)
Decrease DA5110.404 (Gas May to Nov) from \$1,900.00 to \$1,843.75 (\$56.25)

Increase DA5130.102 (Laborer PS Machinery) from \$3,500.00 to \$3,828.10 (\$328.10)
Decrease DA5142.101 (MEO PS Nov to April) from \$27,792.28 to \$27,464.18 (\$328.10)

Increase DA5142.111 (Laborer OT Nov to April) from \$1,378.00 to \$1,903.98 (\$525.98)
Decrease DA5142.101 (MEO PS Nov to April) from \$27,464.18 to \$26,938.20 (\$525.98)

Increase DA5142.405 (Town Gas) from \$1,800.00 to \$2,588.29 (\$788.29)
Decrease DA5148.405 (County Roads Diesel) from \$17,500.00 to \$16,711.71 (\$788.29)

Increase DA5148.110 (MEO OT County Roads) from \$3,800.00 to \$4,431.28 (\$631.28)
Decrease DA5142.406 (Town Diesel) from \$12,000.00 to \$11,368.72 (\$631.28)

Increase DA5148.111 (Laborer OT County Roads) from \$0 to \$188.17 (\$188.17)
Decrease DA5148.102 (Laborer PS County Roads) from \$500.00 to \$311.83 (\$188.17)

Increase DA5148.404 (County Roads Gas) from \$3,600.00 to \$3,821.95 (\$221.95)
Decrease DA5148.405 (County Roads Diesel) from \$16,711.71 to \$16,489.76 (\$221.95)

Increase DA9030.800 (Social Security) from \$9,800.00 to \$10,327.17 (\$527.17)

Decrease DA5110.402 (Diesel May to November) from \$6,000.00 to \$5,562.47 (\$437.53)

Decrease DA5110.401 (Gas May to November) from \$1,843.75 to \$1,787.50 (\$56.25)

Decrease DA5148.405 (County Roads Diesel) from \$16,489.76 to \$16,456.37 (\$33.39)

Increase DA9060.800 (Health Insurance) from \$49,300.00 to \$49,362.99 (\$62.99)

Decrease DA5142.101 (MEO PS Nov to April) from \$26,938.20 to \$26,875.21 (\$62.99)

Increase DA5132.400 (Garage Repairs CE) from \$500.00 to \$1,579.03 (\$1,079.03)

Decrease DA5142.101 (MEO PS Nov to April) from \$26,875.21 to \$26,059.80 (\$815.41)

Decrease DA5148.101 (Laborer County Roads All Year) from \$5,000.00 to \$4,736.38 (\$263.62)

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the HIGHWAY DA Fund.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 101 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL
FOR YEAR-END BUDGET AMENDMENTS FOR
SEWER FUNDS

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase SS8110.400 (Administration CE) from \$6,500.00 to \$6,889.26 (\$389.26)

Decrease SS8110.401 (Admin Telephone) from \$4,500.00 to \$4,110.74 (\$389.26)

Increase SS8130.400 (Sewer Treatment CE) from \$16,534.32 to \$16,806.12 (\$271.80)

Decrease SS8110.401 (Admin Telephone) from \$4110.74 to \$3,838.94 (\$271.80)

Increase SS8130.405 (Electricity) from \$21,500.00 to \$22,233.03 (\$733.03)

Decrease SS8110.401 (Admin Telephone) from \$3,838.94 to \$3,105.91 (\$733.03)

Increase SS9030.800 (Social Security) from \$4,600.00 to \$4,657.47 (\$57.47)

Decrease SS8110.401 (Admin Telephone) from \$3,105.91 to \$3,048.44 (\$57.47)

Increase SS9720.600 (EFC Principal) from \$81,448.00 to \$81,488.00 (\$40.00)

Decrease SS8110.401 (Admin Telephone) from \$3,048.44 to \$3,008.44 (\$40.00)

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the Sewer Fund.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 102 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL
FOR YEAR-END BUDGET AMENDMENTS FOR
WATER FUNDS

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase SW8760.400 (Contingency) from \$8,620.00 to \$10,073.25 (\$1,453.25)
Decrease SW8340.200 (Trans/Dist CE) from \$2,000.00 to \$546.75 (\$1,453.25)

Increase SW8320.401 (Electricity) from \$14,500.00 to \$15,488.24 (\$988.24)
Decrease SW8340.200 (Trans/Dist CE) from \$546.75 to \$0 (\$546.75)
Decrease SW8340.103 (Meter Reader PS) from \$1,200.00 to \$960.30 (239.70)
Decrease SW8310.400 (Administration CE) from \$4,500.00 to \$4,298.21 (\$201.79)

Increase SW8340.400 from \$5,000.00 to \$14,500.00 due to the CARES Act funds being spent from that account, per Resolution (Control Systems \$8,000.00 and Viewpoint Valuation \$1,500.00)
Increase Inter Fund Transfer from General A CARES Act Expense to Water Department in the amount of \$9,500.00

Increase SW8340.400 (Trans/Dist CE) from \$14,500.00 to \$19,689.21 (\$5,189.21)
Decrease SW8340.102 (Back up operator) from \$9,000.00 to \$4,859.21 (\$4,140.79)
Decrease SW8320.400 (Source of supply) from \$800.00 to \$23.75 (\$776.25)
Decrease SW8330.400 (Purification) from \$200.00 to \$0 (\$200.00)
Decrease SW9030.800 (Social Security) from \$3,800.00 to \$3,727.83 (\$72.17)

Increase SW8340.403 (Repairs to Well Fields) from \$6,090.00 to \$6,415.26 (\$325.26)
Decrease SW9030.800 (Social Security) from \$3,727.83 to \$3,402.57 (\$325.26)

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the Water Fund.

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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 103 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL
FOR YEAR-END BUDGET AMENDMENTS FOR
HIGHWAY DB OUTSIDE FUNDS

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase DB5112.200 (Perm Improv) from \$3,800.00 to \$4,011.37 (\$211.37)
Decrease DB5110.400 (Maint of Roads) from \$76,200.00 to \$75,988.63 (\$211.37)

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the Highway DB Outside Fund.

This Resolution was duly seconded by Deputy Supervisor Karl Law 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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

The following Budget Amendments are internal budget adjustments with no change to the actual appropriations in the 2022 Budget:

Increase FB1910.400 (FF Insurance Fund) from \$1,123.00 to \$1,123.49 (\$0.49)
Create Inter Fund Transfer in the amount of \$0.49 from Class #006 in the amount of \$0.49

Increase FB3410.404 (Hydrant Repairs) from \$6,000.00 to \$6,551.78
Create Inter Fund Transfer in the amount of \$551.78 from Class #006 in the amount of \$551.78

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above budget adjustments to the Fire Protection Fund.

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
Councilperson Sheridan Swinyer	AYE

Dated: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

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

General Vouchers # 361 - # 400 in the amount of \$ 57,068.62
Trust and Agency Vouchers # 31- # 32 in the amount of \$ 181.00
Highway Vouchers # 165 - # 177 in the amount of \$ 9,507.39
Water and Sewer Vouchers # 199 - # 211 in the amount of \$ 7,767.35
HT Grant Vouchers # 27 - # 30 in the amount of \$ 3,538.93
B Fund Voucher # 9 - # 10 in the amount of \$ 866.00
Fire Protection Voucher # 9 in the amount of \$ 233.20

Councilperson Sheridan Swinyer made the Motion to approve payments of this month’s bills; the Motion was seconded by Deputy Supervisor Karl Law. A Roll Call Vote was as follows:

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

All in favor. Motion carried.

Dated: December 20, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

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

REVIEW AND MOTION TO APPROVE PREVIOUS MONTH’S MINUTES

Deputy Supervisor Karl Law made the Motion to approve the minutes from the Budget Work Sessions held on October 5, October 12, and October 19, 2022, and the Meeting Minutes of the Public Hearings held on October 12, and

November 10, 2022 and the Regular Board Meeting held on November 15, 2022. The Motion was seconded by Councilperson Stephanie Mikesell. 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 November 2022:

Dog Licenses (4): 1 FS, 3 MN	\$ 28.00
Certified Death Certificates (10)	\$ 100.00
Cemetery Plot (1)	<u>\$ 150.00</u>
Total Revenue:	\$ 278.00

Total Checks Written:

Town Supervisor: General \$ 174.00 B fund \$ 100.00 NYS Dept. of Agric. & Mkts. \$ 4.00

WATER AND SEWER BILLING MONTHLY REPORT:

The 4th quarter billing was due on November 14, 2022. Late fees were applied on November 15, 2022. The County re-levy took place on November 16, 2022. Current receivables are zero, and the exception of credit balances. Five customers applied to the NYS LIHWAP Water and Sewer Assistance Program and of those five, four customers were approved. Payments were received by the due date.

OLD BUSINESS

Supervisor Winemiller announced the winners of the Holiday Decoration Contest as follows:

Best Decorated House: 1st Place – Hamelin Family 2nd Place – Dan Simmons 3rd Place–Dustin Fuller
Best Lights: 1st Place – Rachel Lamb 2nd Place – Dale Gonyea 3rd Place – Dan Simmons
Most Unique Decorations: 1st Place – Siera Burke 2nd Place – Hamelin Family 3rd Place – Cam Moody
Funniest Decorations: 1st Place – Dustin Fuller 2nd Place – Dale Gonyea 3rd place – Cam Moody

Fawcett Property Possible Land Purchase – Supervisor Winemiller emailed the map and plan to Andrew and Cheryl Fawcett and they are reviewing it. Moving forward is pending their approval.

Town Hall Grant Update – The Town Hall grant went to bid and we received one bid which came in higher than expected. AEDA has worked with the contractor in the past and has scheduled a meeting with the contractor, AEDA and Supervisor Winemiller on December 17, 2022.

The Comprehensive Plan Grant has been awarded to us and we are still just waiting for the State.

Winemiller will send another letter and a copy of the appraisal to the new Dean of Paul Smiths College to pursue the purchase of the land for the Town’s well fields.

Short Term Rentals –Supervisor Winemiller reminded all present that the Special Board Meeting for Short Term Rentals will be held on Wednesday, January 18, 2023 at 5:30 pm.

NEW BUSINESS

Rockledge Sewer - Supervisor Winemiller reported she received a packet from the Rockledge residents to include North Elba and St. Armand residents which contained a signed petition for the Town of St. Armand to form a Special Rockledge Park Sewer District for the maintenance and repairs of the sewer lines. Discussion ensued and it was decided to hold a Special Board Meeting to discuss the proposed Rockledge Sewer District. The Special Board Meeting was scheduled for Wednesday, February 1st, beginning at 5:30 pm.

High Peaks Pickleball Club – Request for monetary donation to assist in building three Pickleball courts at the Mt. Pisgah Recreation Center.

Supervisor Winemiller made the Motion to approve the Moody Pond money generated from parking tickets to donate \$500.00 towards the Pickleball courts. The Motion was seconded by Councilperson Stephanie Mikesell. A Roll call vote was conducted:

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

NYS Snowmobile Association’s proposal to New York State for an increase in fees for snowmobile registrations to establish and maintain snowmobile trails. Discussion ensued amongst the Board and it was agreed the proposal was vague. Deputy Supervisor Karl Law stated he would get more information on the current fees and what amount the organization was seeking.

Adirondack Association of Towns – Request for the Town of St. Armand to join the association. Supervisor Winemiller asked for a Motion from the Board.

Councilperson Donald Amell made a Motion for the Town of St. Armand to join the Adirondack Association of Towns with an annual fee of approximately \$400.00. The Motion was seconded by Deputy Supervisor Karl Law. A Roll Call vote was conducted.

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

Holiday Hours Reminder – The Town Hall will be closed on Friday, December 23 through Monday, December 26, 2022 for the holiday observance. The Transfer Station will be open on Saturday, December 24, 2022 from 8:00 am until 1:00 pm.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Supervisor Winemiller opened the floor to anyone with questions, comments or concerns.

Warrene McCarthy thanked the Board for a good meeting. She asked who won the Veterans Task Force Breakfast Basket raffle. Supervisor Winemiller reported the winner of the raffle was Lisa Turbitti.

Supervisor Winemiller asked if there were any more questions or concerns. There were none.

MOTION TO MOVE INTO EXECUTIVE SESSION

Supervisor Winemiller requested an Executive Session for the purpose of discussing a legal issue.

Councilperson Sheridan Swinyer made a Motion to move into Executive Session for the purpose of discussing a legal issue. The Motion was seconded by Councilperson Stephanie Mikesell. The Executive Session began at 7:39 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson Sheridan Swinyer made a Motion to adjourn the Executive Session. The Motion was seconded by Councilperson Donald Amell. The Executive Session ended at 8:24 pm.

MOTION TO ADJOURN REGULAR BOARD MEETING

Deputy Supervisor Karl Law made the Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Stephanie Mikesell. The Regular Board Meeting adjourned at 8:25 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: December 20, 2022

Barbara J. Darrah
St. Armand Town Clerk