

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

These Regular Board Meeting Minutes were approved by the St. Armand Town Board on December 20, 2022.

A Regular Board meeting of the Town of St. Armand was held on the above date and time via webinar and in person conducted at the Town Hall, Bloomingdale, NY. The meeting was advertised and made available to the public.

BOARD MEMBERS PRESENT:

Town Supervisor Davina Winemiller, Deputy Supervisor Karl Law, Councilperson Donald Amell, Councilperson Stephanie Mikesell, and Councilperson Sheridan Swinyer, were all present at the meeting.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: Wastewater Superintendent Stanley Ingison, and Town Clerk Barbara Darrah.

EXCUSED: Highway Superintendent Douglas Snickles and Water Superintendent Cory Skiff were excused from the meeting.

GUESTS FROM THE COMMUNITY: Greg Swart, AES, and Rob Wick, Essex County Office of Planning were guest speakers. Other community guests were Josh Colby, Sandy Hayes, and Warren McCarthy.

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

Supervisor Winemiller opened the floor to on-line guest speakers Rob Wick and Greg Swart to address the Town Board regarding the Water Quality Improvement Project (WQIP) grant for the Disinfection requirement for the Wastewater Treatment Plant. Rob Wick suggested returning the current DEC WQIP grant money because the grant had expired and would not cover the disinfection project. Rather, he recommended the Town reapply to the State for a new WQIP grant, an EFC grant, and other grants, as well.

Supervisor Winemiller went over some of the points of the current grant. The amount of the Grant awarded was \$642,913.00 and the Town's match was \$140,000.00, including the engineering costs. She understands it is hard to deal with the idea of returning the amount of the grant. Rob Wick stated there are several communities in the same boat. These projects are still not affordable because the districts we have in the North Country are too small to try and do it otherwise. On the other side, it is extremely difficult to try and break down the projects individually to make them affordable. Winemiller stated EFC just released their listings for special funding projects and the Town of St. Armand is eligible for \$5,596,044.00, with the total amount over \$11,000,000.00. So the noise we have been making is falling on ears that are listening. Rob Wick confirmed that someone is listening and put the Town on the list to receive that money. Winemiller reiterated the goal is to apply for other grants to work with this grant to get our costs down. Rob stated that was correct and he and Greg would work with EFC to see if the projects can be phased out a little bit to use some of the grant money to get the disinfection project knocked out and have some time to plan out the rest of the collection system projects. The disinfection piece is urgent. Rob stated they would need a Resolution from the Board that they agree to return the grant money. Rob stated he would email Derrick and Connor from DEC and schedule a sit down meeting with DEC's financial people before December 20, 2022, explaining the proposed plan.

Supervisor Winemiller asked the Board members to individually confirm to move forward with returning the WQIP grant back to the State and reapplying for new grants in order to fund the Disinfection and other projects:

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

There were no questions from the audience and the Board thanked Rob Wick and Greg Swart for attending the meeting.

DEPARTMENTAL REPORTS

Supervisor Winemiller read the submitted reports from the Department Heads who were not present and asked Stan Ingison to present his report.

HIGHWAY DEPARTMENT MONTHLY REPORT

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

Town of St. Armand Highway Report for the November 15, 2022 Board Meeting

- 1) We undercoated all of the trucks and they are all ready for winter.
- 2) We filled a couple of sinkholes on 29 Rockledge. I believe they were caused by the water break.
- 3) All the trucks have been inspected.

- 4) We had to change the hydraulic tank on the F550 because it had a hole in it.
- 5) We are working on the Youth Field shack.
- 6) We put all the equipment away that we don't use in the winter.
- 7) We put some material in our turn-a-rounds.
- 8) The new one-ton is supposed to be in Plattsburgh this month, we might have it for the first snowfall.
- 9) We are waiting on prices for the mini-excavator for 2023.
- 10) A new culvert was installed on Main Street.

Supervisor Winemiller thanked Doug and the Highway crew for their work on the Youth Field building and asked if there were any questions regarding the Highway report? There were no questions regarding the Highway Report.

WATER DEPARTMENT MONTHLY REPORT

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

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

- 10/4: Monthly sample to lab
 - 10/5: Monthly report to health department
 - 10/12-10/15: Arvid Abrams installed the new Scada system.
 - 10/15: Quarterly readings for Barb
 - 10/21: Installed a new water reader for Taylor Munn at 55 Prospect
Repaired a water reader at 46 Prospect for Ed Lewis
 - 10/24: Turned water on at 4 Vine St.
Repaired the water reader at 3 Roosevelt Lane for the Ron and Lynn Coleman.
- 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 Report of last month's activities for the November 2022 Board Meeting

- 1) Did daily collections, testing and recorded data.
- 2) Did daily checks of all systems at the PTB and WWTP and recorded the data.
- 3) Wrote up the DEC monthly operating report and the discharge monitoring report and submitted them digitally.
- 4) Did weekly generator checks.
- 5) Did weekly greasing of the paddle wheel drive and clarifier drives.
- 6) Did weekly grit removal from the classifier drive outfall and unloaded it into the transfer station trash dumpster.
- 7) I did the weekly flexing of all the aeration diffusers.
- 8) Around 10:30 am on 10/28/2022 the heat sensor in the mechanical room # 105 alarmed but there was no fire or excess heat that I could feel so I turned down having the general dispatch office send the fire squad when they called. I called Adirondack Alarm to talk to them about me replacing the sensor. The sensor had a pile of debris on it when I removed it to check it. I did find a replacement sensor and installed it but the system was still unhappy. After a while, Adirondack Alarm returned my call; they had been working in an area out of cell service. It turned out that the sensor I installed had been preprogrammed for another location and when I programed it for the correct location the system was happy and functioning correctly again.
- 9) I back washed the clarifiers and drained #2 clarifier to take it out of service for the winter to reduce freezing issues. I also installed a tarp over it to keep it from refilling with rain or melt water over the winter.
- 10) We are still waiting for Siewert Equipment Company's (Troy office), to get us scheduled to have all 4 of the blowers aligned properly to reduce all the wear, tear and damage on the units that has happened to them for the first 7 years of service.
- 11) I did load up the brick supply for man hole work and remove it from storage at the water system garage and restacked it in the wastewater system garage.
- 12) I did the annual lift station inspections. So far they are all still operating as needed. It seems to me that nothing is being done toward upgrading the 3 remaining lift stations that haven't been done yet. Please keep in mind that you will be out of OSHA regulations soon and will have to hire out the confined space entry work.
- 13) Hopefully by the time of this meeting NYRWA and I will have some answers on how well the Saranac Lake Vacuum truck did at cleaning the stone and debris out of the main sewer lines around St. Paul's Church and the settled debris in the main crossing Route 3 from the Rabideau building site.
- 14) I did the annual falls end checks, service and greasing work on all the equipment so things are ready for winter. I also plan to have the gas detection sensors calibrated by the time of the Board meeting.

Supervisor Winemiller asked Stan Ingison what he meant by the pile of debris on the sensors. Stan responded that when he took the sensor apart to check, there was a build-up of some sort that caused the sensor alarm to go off. Winemiller

asked if this type of maintenance could be scheduled on a rotating basis, to clean the sensors every so often, so the next person can do a monthly check and make sure the sensors are clear, to prevent malfunctioning.

Sandy Hayes asked if the new replacement for Stan would know about the lateral line connection from St. Paul's Church, along with other issues, as they sounded pretty serious. Winemiller stated the lateral line was repaired last Spring, and there was an I&I study completed and a preventative Maintenance and Inspection plan to pass on to the new person.

There were no further questions regarding the Wastewater Report.

CODE ENFORCEMENT MONTHLY REPORT

CODE ENFORCEMENT REPORT FOR THE NOVEMBER 15, 2022 Board Meeting
Submitted by Rodger Tompkins, CEO

Code Enforcement Officer Rodger Tompkins submitted the following written report to the Town Board:

New Residential Building Permits Issued Since Last Report: 6
Extension of Residential Building Permits Issued Since Last Report: 0
Commercial Building Permits Issued Since Last Report: 1
Certificates of Completion Issued Since Last Report: 3
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: 51
Total number of Residential Certificates of Completion issued for the year 2022: 16
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: \$575.00
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: \$575.00
Total amount of fees collected via Code Office for the year 2022: \$7,796.40

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 October 2022

Total fines and surcharges collected for the month of October 2022: \$2,067.00
Total collected year-to-date: \$21,623.00
Total parking fines for October 2022: \$1,200.00
Total parking fines year-to-date: \$5,000.00

There were no questions regarding the Town Justice monthly report.

RESOLUTIONS # 76 - # 87 OF 2022

RESOLUTION # 76 OF 2022 RESOLUTION TO ADOPT PROPOSED LOCAL LAW NO. 2 OF 2022
ENTITLED "A LOCAL LAW TO ADOPT AMENDMENTS TO THE NEW
YORK STATE OPEN MEETINGS LAW FOR THE EXPANDED USE OF
VIDEOCONFERENCING IN THE TOWN OF ST. ARMAND"

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

BE IT RESOLVED that the Town of St. Armand Town Board hereby adopts proposed Local Law No. 2 of 2022: A Local Law To Adopt Amendments to the New York State Open Meetings Law for the Expanded Use of Videoconferencing in The Town of St. Armand, as follows:

TOWN OF ST. ARMAND LOCAL LAW NO. 2 of 2022

A Local law to Adopt Amendments to the New York State Open Meeting Law for the Expanded Use of Videoconferencing in the Town of St. Armand.

BE IT ENACTED by the Town of St. Armand Town Board as follows:

§1. Title.

This local law shall be titled, “A Local Law to Adopt Amendments to the New York State Open Meetings Law for the expanded use of videoconferencing in the Town of St. Armand”.

§2. Purpose and Intent.

The purpose of this law is to authorize the Town of St. Armand to allow for expansion of the use of videoconferencing to conduct open meetings.

§3. Authority.

This local law is adopted pursuant to the provisions of the Municipal Home Rule Law. On April 9, 2022, Governor Hochul signed an amendment to the Open Meetings Law to allow, until the expiration date of July 1, 2024, the expanded use of videoconferencing by public bodies in the conduct of open meetings, under extraordinary circumstances, regardless of a declaration of emergency. In order to continue meeting virtually, counties must adopt a local law to opt in.

§4. Authorization.

The Town of St. Armand hereby authorizes the use of videoconferencing for all public bodies of the Town of St. Armand, including itself and its committees and subcommittees, and all Boards of the County of Essex, subject to the written procedure set forth below which may be amended by resolution.

§5. Conditions.

a) A quorum of members of the public body must be physically present in the same physical location or locations, where members of the public may attend, to fulfil any quorum requirements to which said public body is subject.

b) These procedures shall be conspicuously posted on the Town’s website.

c) Members of the Town Board shall be physically present at meetings, unless allowed remote attendance at locations that do not allow for in-person physical attendance by the public, under extraordinary circumstances.

d) The list of extraordinary circumstances is non-exhaustive, but shall include illness, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting. The following shall not be deemed as extraordinary circumstances: vacation or delayed travel.

e) Members shall provide notice of their inability to attend a meeting to the Town Clerk at least 24 hours prior to the meeting or as soon as reasonably able.

f) The Committee Chairs, when available, shall retain discretion over permitted extraordinary circumstances for their Committee, pursuant to Section 2(d) of this local law.

g) The Town Supervisor shall retain discretion over permitted extraordinary circumstances for the Board and for Committee meetings when that Chair is unavailable, pursuant to Section 2(d) of this local law.

h) Members allowed to appear remotely shall leave their video camera on at all times during the meeting unless excused by the Chairperson.

i) Rules for executive session shall still apply, and members shall not permit any unauthorized persons to listen to or overhear any executive session discussion.

j) It is understood that members permitted to attend a location that does not allow for in-person physical attendance by the public will not count toward a quorum. Only members present at a physical location which allows for in-person attendance by the public will count toward a quorum.

k) Any members of the public attending a meeting must be able to hear, see and identify any member of the public body who is attending remotely while the meeting is being conducted.

l) Meetings conducted using videoconferencing shall be recorded and those recordings shall be posted or linked within five (5) business days of the meeting on the Town website and maintained for five (5) years thereafter. Recordings shall be transcribed upon request.

m) In those meetings where videoconferencing is used the public shall be able to view the meeting via video and participate in the proceedings via videoconference in real time where public participation is authorized.

n) The Town Board may hold fully remote meetings, and in-person participation requirements of the Law shall not apply, during: a state disaster emergency declared by the governor pursuant to Section 28 of the Executive Law, or a local state of emergency proclaimed by the chief executive of a county, city, village, or town pursuant to Section 24 of the Executive Law, if the Board determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Board to hold an in-person meeting.

o) If videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, where the required documents and records will be posted or available, where members of the public can view and/or participate in such meeting via videoconference and identify the physical

locations where members of the Board will be physically present at the meeting and where members of the public can attend the meeting in person.

p) If videoconferencing is used to conduct a meeting, members of the public shall be allowed to view the video broadcast of any meeting using videoconferencing simultaneously when the meeting is conducted. Additionally, at meetings where public comment or participation is authorized by the County or Law, members of the public shall be allowed to participate in the proceedings using videoconference technology in real time and with the same opportunity for public participation or testimony as in-person participation or testimony.

q) Open meetings of any public body that are broadcast or that use videoconferencing shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines.

r) The minutes of the meetings involving videoconferencing must include which, if any members, participated remotely and must be made available to the public.

§6. Severability.

If any clause, sentence, paragraph, section, subdivision or other party of this local law or its applications shall be adjudged by a court of competent jurisdiction to be invalidated or unconstitutional, proved that such judgment does not invalidate this local law or prohibit its administration, such order or judgment shall not affect, impair or otherwise invalidate the remainder of this local law which shall remain in full force and effect.

§7. Effective Date.

This local law shall be effective immediately upon its filing with the New York State Secretary of State.

§8. Expiration Date.

This local law shall expire on July 1, 2024.

AND BE IT FURTHER RESOLVED that the Town of St. Armand Town Board conducted a public hearing on the foregoing proposed local law on November 10, 2022, at 6:00 p.m. of that day, to hear any and all persons concerning the same.

This Resolution was duly seconded by Councilperson Donald Amell and adopted, upon a 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: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 77 OF 2022

ADOPTION OF THE TOWN OF ST. ARMAND'S
TOWN BUDGET FOR 2023

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

WHEREAS a Public Hearing was held on November 10, 2022, with regards to the Town of St. Armand's Preliminary Budget for 2023, and there were no objections brought forward.

THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand hereby authorizes the adoption of the 2023 Town Budget with a tax levy of all funds and districts in the amount of \$ 965,452.00.

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: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 78 OF 2022

TOWN OF ST. ARMAND TOWN BOARD ADOPTION
OF THE WATER & SEWER RATES FOR 2023
FOR THE TOWN OF ST. ARMAND

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

WHEREAS a Public Hearing was held on November 10, 2022 with regards to the 2023 Budget and 2023 Water and Sewer Rates, and there were no objections brought forward, and

WHEREAS, the Town of St. Armand Water & Sewer District is currently operating on an “On-Consent” Order by the NYS DEC for our SPDES Permit, and some of the cost of this construction and operation must be brought to the Users of the St. Armand Sewer District.

THEREFORE, LET IT BE RESOLVED that the 2023 Water and Sewer Rates will be as follows:

The 2023 Water Usage Rate shall increase from \$7.12 to \$7.66 per 1,000 gallons. The Water Debt Service shall decrease from \$1.70 to \$1.68 per unit per quarter. The Water Improvement Capital Reserve Fund shall remain at .50, and the Water Emergency Repair Capital Reserve Fund shall remain at .50 per quarter per unit for properties that are connected to the lines.

The 2023 Sewer Usage Rate shall increase from \$15.32 to \$15.76 per 1,000 gallons. The Sewer Debt Rate shall decrease from \$69.20 to \$69.00 per unit per quarter, and the Sewer Improvement Capital Reserve Fund shall decrease from \$11.60 to \$10.50 per unit per quarter for properties that are connected to the lines.

BE IT FURTHER RESOLVED, in reference to NYS Town Law, vacant properties (lots) where the location of the lot runs along existing water and sewer lines within the Town of St. Armand Water and Sewer District are to be charged an amount determined by the Board for Water Debt service and Sewer Debt service. The Water Debt charge for vacant lots will decrease from \$0.85 to \$0.84 per quarter and the Sewer Debt charge for vacant lots will decrease from \$34.60 to \$34.50 per quarter.

BE IT FURTHER RESOLVED these new billing rates shall become effective during the first quarter of 2023, which includes the dates of October 1st through December 31st of 2022, and billed in January 2023 as adopted in the 2023 Budget for the Town of St. Armand.

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: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 79 OF 2022 TOWN OF ST. ARMAND UNPAID WATER AND SEWER BALANCES AS OF NOVEMBER 15, 2022 SUBMITTED TO THE ESSEX COUNTY OFFICE OF REAL PROPERTY FOR THE 2023 TAX RE-LEVY

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

WHEREAS, by Resolution of the Town Board of the Town of St. Armand, the Town Board authorizes the property tax Re-levy of all unpaid Water and Sewer balances in the St. Armand Water and Sewer District, and

WHEREAS, the amounts of \$ 11,348.01 for Water and \$ 25,725.77 for Sewer remained unpaid as of November 15, 2022. A grand total re-levy in the amount of \$ 37,073.78 will be prepared on November 16, 2022 and submitted to the Essex County Office of Real Property for re-levy onto the associated 2023 Town and County property tax bills.

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: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the Sewer Fund, the Town Supervisor and CFO seeks to reimburse the Sewer Fund utilizing Cares Act Funds as follows:

BUDGET CODE SS8130.400 – Sewage Treatment & Disp. CE:

The purchase of this equipment was to provide extra testing data for the next grant application for the sewer department, based upon recommendations from our Engineering Firm of record, AES Northeast with agreement from Rob Wick of Essex County Planning Department, grant writer for St. Armand.

The purchase was for KTO meter and Probe for Oxygen testing, molybdate reagent, amino acid reagent and shipping in the amount of \$3,534.32.

To increase revenue account code SS2770 in the amount of \$3,534.32 and increase expense account code SS8130.400 in the amount of \$3,534.32 with CARES funds being expended from General Fund A8676.400 in the amount of \$3,534.32.

BUDGET CODE SS8130.406 – Sewage Treatment & Disp. Chemicals:

To increase revenue account code SS5031 (Inter-fund transfer) in the amount of \$5,368.00 and increase expense account code SS8130.406 in the amount of \$5,368.00 with funds to come from CARES funds being expended from General Fund A8676.400 in the amount of \$5,368.00. To cover the increased costs of chemicals necessary for sewage treatment.

BUDGET CODE SS8130.405 – Electricity

To increase revenue account code SS5031 (Inter-fund transfer) in the amount of \$8,000.00 and increase expense account code SS8130.402 in the amount of \$8,000.00 with the funds to come from CARES funds General Fund A8676.400 in the amount of \$8,000.00. To cover the expense associated with an increase in costs due to economic influences.

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the use of Cares Act funds to reimburse the Sewer Fund.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 81 OF 2022

TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION AND APPROVAL FOR ONE CHECK PAYABLE TO CASH IN THE AMOUNT OF \$ 660.00 FROM ROOST FUNDS FOR PRIZES OFFERED FOR THE TOWNWIDE HOLIDAY DECORATION CONTEST TO BE HELD IN THE TOWN OF ST. ARMAND

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

WHEREAS, per Resolution # 58 of 2022, the Town Board of the Town of St. Armand approved a Scarecrow/Pumpkin Carving Contest for the Fall and a Holiday Decoration Contest for the Winter. and

WHEREAS, the Town Board determined there should be cash prizes awarded in both contests, and the Town Board approved the expenditure of Roost Funds for cash prizes in both contests, not to exceed the amount of \$1,425.00, and

WHEREAS, the Pumpkin/Halloween Decoration contest utilized \$765.00 for cash prizes, therefore, a balance of \$660.00 remains for the Holiday Decoration Contest.

THEREFORE, BE IT RESOLVED, the Town Board of the Town of St. Armand approves one check to be payable to cash in the amount of \$660.00 from the ROOST Funds for the purpose of distributing the designated cash increments to the contest category winners.

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

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

Dated: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 82 OF 2022 TOWN OF ST. ARMAND TOWN BOARD AUTHORIZATION TO DESIGNATE THE NAME OF “FORGE RIVER WAY” TO A ROAD LOCATED OFF OF 1720 NYS ROUTE 3, PER A REQUEST FROM CEDAR RIDGE HOLDINGS, INC.

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

WHEREAS, the Town Board of the Town of St. Armand was presented with a request from Cedar Ridge Holdings, Inc., that a roadway located off of 1720 NYS Route 3 in the Town of St. Armand be given the name of “Forge River Way”, and

WHEREAS, a letter was received from the Essex County Office of Emergency Services Enhanced 911, stating their approval for this road name, as it presented no conflict with any other names, and

THEREFORE, LET IT BE RESOLVED that the Town Board of the Town of St. Armand agrees to allow Cedar Ridge Holdings, Inc. to name this private road “Forge River Way” for the E-911 system.

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: November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 83 OF 2022 TOWN BOARD AUTHORIZATION AND APPROVAL FOR TOWN SUPERVISOR, CFO, TO AMEND THE 2022 BUDGET AMOUNTS BY ADJUSTING REVENUES AND EXPENDITURES IN THE GENERAL A FUND

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the General A Budget Codes, the Town Supervisor and CFO seeks to amend the General A fund codes as follows:

BUDGET CODE A8676.400 – CARES ACT Funds

To increase revenue account code A4089 in the amount of \$117,943.74 and increase expense account code A8676.400 in the amount of \$117,943.74 with CARES funds being expended from General Fund A8676.400 in the amount of \$117,943.74 – completed and pending CARES act appropriations.

To make adjustments to codes that were paid with the above-mentioned CARES Act funds:

Increase A1010.400 to \$1,285.00 (Tablets for Town Board members)

Budget Amendments for other Account Codes:

Increase A1220.401 (Supervisor CE) – from \$250.00 to \$1250.00 – due to increase in supplies costs (+\$1,000.00)

Increase A1220.402 (Clerk to the Supervisor CE)– from \$250.00 to \$703.00 – due to increase in supplies costs (+\$453.00)

Increase A1320.400 (Accountant CE) – from \$4,700.00 to \$6300.00 – due to increase in supplies costs (+\$1,600.00)

Increase A1410.400 (Town Clerk CE) – from \$1,500.00 to \$1,750.00 – due to increase in supplies costs (+\$250.00)

Increase A1620.201 – (Town Hall Buildings) – from \$5,000.00 to \$60,000.00 – due to this fund being the pass through account from the Class account for matching grant to the HT checking account (+\$55,000.00 HT – Town Hall Grant Capital Project)

Increase A1620.401 (Town Hall Fuel Oil) – from \$4,500.00 to \$6,000.00 – due to the increase in costs for fuel oil (+\$1,500.00)

Increase A1620.402 (Town Hall Electricity) – from \$1,050.00 to \$1,800.00 – due to the increase in costs for electricity (+\$750.00)

Increase A1620.403 (Town Hall Maint/Repairs) – from \$3,000.00 to \$3,150.00 – due to the increase in costs for supplies (+\$150.00)

Increase A1620.404 (Town Hall Improvements) – from \$200.00 to \$17,000.00 – due to using this as a pass-through account for the HT Fund in the amount of \$15,000.00 and installation of the new electric hot water heater for the Town Hall (+\$16,800.00)

Increase A1680.400 (Central Data Web Site) – from \$800.00 to \$1,950.00 due to increase in costs associated with the web site postings per new NYS Laws (+\$1,150.00)

Increase A3510.400 (Dog Control) – from \$3,090.00 to \$3,121.00 due to increase in the contract price (+\$31.00)

Increase A5132.401 – (Town Garage Electricity) from \$2,300.00 to \$3,000.00 due to the increase in the cost of electricity (+\$700.00)

Increase A5132.403 (Town Garage Maintenance and Repairs) – from \$2,000.00 to \$2,600.00 due to increase in cost of supplies (+\$600.00)

Increase A5132.408 (Town Garage Improvements) - from \$0.00 to \$14,960.00 due to installation of two new boilers and new venting and new drainage (+\$14,960.00 – Highway Building Savings account per Resolution)

Increase A7110.402 (Veterans’ Memorial Park) from \$400.00 to \$413.00 due to the installation of a new granite sign (+\$13.00)

Increase A7310.103 (Ice Rink Laborer) from \$1,600.00 to \$1,900.00 due to an increase in workable hours due to the longer cold weather (+\$300.00)

Increase A7310.406 (Youth Building Heating fuel oil) from \$800.00 to \$1,300.00 due to an increase in the cost of heating fuel (+\$500.00)

Increase A7310.409 (Youth Building Water & Sewer) from \$425.00 to \$485.00 due to the meter not working correctly (+\$60.00)

Increase A7310.410 (Youth Building Repairs & Maintenance) from \$500.00 to \$1,400.00 due to installation of new internet service and increase in cost of supplies (+\$900.00)

Increase A8160.100 (Refuse/Garbage PS) from \$8,116.00 to \$9,500.00 due to increase in wage rate (+\$1,384.00)

Increase A8160.400 (Refuse/Garbage CE) from \$4,000.00 to \$6,000.00 due to collection of more than anticipated trash (+\$2,000.00)

Increase A8810.102 (Cemetery Laborer PS) from \$1,500.00 to \$2,145.00 due to increase in laborer hours (+\$645.00)

Increase A9030.800 (Social Security) from \$16,500.00 to \$19,000.00 due to NYS changing the social security reporting requirements and collections in 2022 (+\$2,500.00)

Increase A9901.900 (Intra Fund Transfer CARES Act Fund Code – new code) from \$0.00 to \$4,700.00 for payment of CARES Act Funds to other internal funds – this is a new code for 2022

Journal Entry – Remove \$31,650.76 received from Essex County for CARES Act Funds from Code A2770 Miscellaneous Revenue and increase code A4089 CARES Act Fund Revenue code to \$31,650.76

Increase expense code A7989.400 (ROOST) from \$20,000.00 to \$26,937.00 due to increase in revenues of ROOST funds

Increase revenue code A2770.100 from \$20,000.00 to \$26,937.00 due to increase in ROOST revenues

Increase expense code A7310.411 (Youth Building Improvements) from \$1,000.00 to \$8,000.00 for Snack Shack with funds to come from Youth Savings per Resolution #53 of 2022

Increase revenue code A5031 (Inter Fund Transfer) by \$7,000.00 with funds to come from Youth Savings

Increase revenue code A1090 (Interest & Penalty on Tax) from \$2,650.00 to \$3,155.00 due to an increase in this fund (+\$505.00)

Increase revenue code A2401 (Interest & Earnings) from \$200.00 to \$1,817.00 due to an increase in this fund (+\$1,617.00)

Increase revenue code A2701 (Refunds of Prior years) from \$0 to \$129.00 due to an increase in this fund (+\$129.00)

Increase revenue code A2770 (Unclassified) from \$500.00 to \$3,127.48 due to unanticipated revenues from various sources (+\$2,627.48)

Total of above-mentioned non-specific General Fund code increases in Expenditures \$16,486.00

Total of above-mentioned non-specific General Fund code increases in Revenues \$4,878.48

As of November 4, 2022, there is still \$49,846.66 unencumbered balance in the General Fund. If there is a need for further Budget Amendments, one will be presented at the December Regular Board Meeting.

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above amendments to increase Expenditure and Revenue accounts.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 84 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL FOR TOWN SUPERVISOR, CFO, TO AMEND THE 2022 BUDGET AMOUNTS BY ADJUSTING REVENUES AND EXPENDITURES IN THE FIRE PROTECTION FUND

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the Fire Protection Fund, the Town Supervisor and CFO seeks to amend the Fire Protection codes as follows:

BUDGET CODE SF1910.400 – FF Insurance Fund

To increase expense account code from \$1,100.00 to \$1,123.00 and to increase the revenue code SF2770 from \$1,100.00 to \$1,123.00 due to the FF Insurance payment being more than projected.

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above amendments to increase in Expenditure and Revenue accounts.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 85 OF 2022

TOWN BOARD AUTHORIZATION AND APPROVAL FOR TOWN SUPERVISOR, CFO, TO AMEND THE 2022 BUDGET AMOUNTS BY ADJUSTING REVENUES AND EXPENDITURES IN THE DA HIGHWAY FUND

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the DA Highway Fund, the Town Supervisor and CFO seeks to amend the DA Highway Fund codes as follows:

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

- Increase DA5110.103 (Summer Laborer) from \$2,000.00 to \$4,036.00 (\$2,036.00)
- Decrease DA5110.102 (Laborer – Maint of Streets May 1st to November 1st) from \$22,000.00 to \$19,964.00 (\$2,036.00)
- Increase DA51110.401 (Gas– Maint of Streets May 1st to November 1st) from \$1,200.00 to \$1,900.00 (\$700.00)
- Decrease DA5110.102 (Laborer– Maint of Streets May 1st to November 1st) from \$19,964.00 to \$19,264.00 (\$700.00)
- Increase DA5100.402 (Diesel– Maint of Streets May 1st to November 1st) from \$2,900.00 to \$6,000.00 (\$3,100.00)
- Decrease DA5142.403 (Town Sand) from \$12,500.00 to \$9,400.00 (\$3,100.00)
- Increase DA5130.101 (MEO Machinery PS) from \$8,000.00 to \$10,000.00 (\$2,000.00)
- Decrease DA5142.403 (Town Sand) from \$9,400.00 to \$7,400.00 (\$2,000.00)
- Increase DA5130.102 (Laborer Machinery PS) from \$2,500.00 to \$3,500.00 (\$1,000.00)
- Decrease DA110.102 (Laborer – Maint of Streets May 1st to November 1st) from \$19,264.00 to \$18,264.00 (\$1,000.00)
- Increase DA5130.400 (Machinery CE) from \$35,000.00 to \$50,000.00 (\$15,000.00)
- Decrease DA5110. 102 (Laborer – Maint of Streets May 1st to November 1st) from \$19,264.00 to \$17,171.00 (\$1,093.00)
- Decrease DA5110.101 (MEO– Maint of Streets May 1st to November 1st) from \$38,000.00 to \$35,085.00 (2,915.00)
- Decrease DA5110.400 (CE-Maint of Streets May 1st to November 1st) from \$11,000.00 to \$6,799.00 (4,201.00)
- Decrease DA5140.400 (Brush and Weeds CE) from \$300.00 to \$0.00 (\$300.00)
- Decrease DA5142.403 from \$7,400.00 to \$7,160.00 (\$240.00)
- Decrease DA5142.404 (Plow blades and hardware) from \$1,400.00 to \$0.00 (\$1,400.00)

Decrease DA5148.402 (County Roads Sand) from \$12,500.00 to \$9,425.00 (\$3,075.00)
Decrease DA5142.101 (MEO PS Town Roads) from \$33,000.00 to \$31,224.00 (\$1,176.00)

Increase DA5140.101 (Brush and Weeds MEO PS) from \$2,000.00 to \$2,231.00 (\$231.00)
Decrease DA5142.110 (MEO PS OT Town Roads) from \$5,200.00 to \$4,969.00 (\$231.00)

Increase DA5140.102 (Brush and Weeds Laborer PS) from \$200.00 to \$1,576.00 (\$1,376.00)
Decrease DA5142.101 (MEO PS Town Roads) from \$31,222.00 to \$29,845.00 (\$1,376.00)

Increase DA5142.111 (Laborer PS OT Town Roads) from \$1,000.00 to \$1,378.00 (\$378.00)
Decrease DA5110.110 (MEO PS OT – Maint of Streets May 1st to November 1st) from \$200.00 to \$0.00 (\$200.00)
Decrease DA5110.111 (Laborer PS OT– Maint of Streets May 1st to November 1st) from \$100.00 to \$0.00 (\$100.00)
Decrease DA5142.200 (Snow removal Misc. CE) from \$100.00 to \$22.00 (\$78.00)

The following Budget Amendments will adjust the current 2022 Budget actual appropriations and revenues:

Increase DA5142.405 (Town Gas) from \$850.00 to \$1,800.00 (\$950.00)
Increase DA5142.406 (Town Diesel) from \$6,800.00 to \$12,000.00 (\$5,200.00)
Increase DA5148.110 (MEO PS OT County Roads) from \$1,600.00 to \$3,800.00 (\$2,200.00)
Increase DA5148.403 (Gas County) from \$1,400.00 to \$3,600.00 (\$2,200.00)
Increase DA5148.405 (Diesel County) from \$7,000.00 to \$17,500.00 (\$10,500.00)
Increase DA9720.703 (Interest Western Star BAN) from \$1,292.00 to \$1,609.00 (\$317.00)
Total of above expense accounts \$21,367.00

Revenue accounts:

Increase DA2650 (Fuel Sales) from \$200.00 to \$2,991.00 (\$2,791.00)
Increase DA2770 (Unclassified) from \$400.00 to \$6,265.00 (\$5,865.00)
Increase DA2300.102 (Transportation Services Essex County) from \$63,972.00 to \$96,640.00 (\$32,668.00)
Increase DA2401 (Interest & Earnings) from \$200.00 to \$3,147.00 (\$2,947.00)
Increase DA2650 (Sale of Scrap) from \$0 to \$1,986.00 (\$1,986.00)
Total of above revenue accounts: \$46,257.00

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above amendments to increase in Expenditure and Revenue accounts.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 86 OF 2022 TOWN BOARD AUTHORIZATION AND APPROVAL FOR TOWN
SUPERVISOR, CFO, TO AMEND THE 2022 BUDGET AMOUNTS BY
ADJUSTING REVENUES AND EXPENDITURES IN THE WATER FUNDS

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the Water Fund, the Town Supervisor and CFO seeks to amend the Water Fund codes as follows:

BUDGET CODE SW8760.400– Contingency:

To increase expense account code from \$4,000.00 to \$8,125.00 to cover the Brookfield Generator expenses that were approved and paid for via CARES Act funds in the amount of \$4,620.00 and to increase revenue code SW9800.00 Inter fund transfer in the amount of \$4,620.00 with funds to come from A8676.400 CARES Act funds

BUDGET CODE SW8320.401 - Electricity:

To increase expense account code from \$11,000.00 to \$14,500.00 and to increase revenue code SW9800.00 Inter fund transfer in the amount of \$3,500.00 with funds to come from Class #10 – Water General Savings Account due to the increase in the price of electricity due to economic influences

BUDGET CODE SW 8340.402 – Repairs to Water Mains

To increase expense account code from \$\$1,500.00 to \$5,845.00 and to increase revenue SW9800.00 Inter fund transfer in the amount of \$4,344.00 with funds to come from Class #10 – Water General Savings Account due to water main breaks on River Road and Mill Street.

BUDGET CODE SW8340.403 – Repairs to Well Fields

To increase expense account code from \$1,000.00 to \$6,090.00 and to SW9800.00 Inter fund transfer in the amount of \$5,090.00 with funds to come from Class #10 – Water General Savings Account due to well pumps number 4 and number 5 needing replacement

Class account #10 – Water General Savings account had a balance of approximately \$36,000.00 on November 1, 2022 and after these expenditures the balance will be approximately \$23,066.00.

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above amendments to increase in the Expenditure and Revenue accounts.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 87 OF 2022 TOWN BOARD AUTHORIZATION AND APPROVAL FOR TOWN SUPERVISOR, CFO, TO AMEND THE 2022 BUDGET AMOUNTS BY ADJUSTING REVENUES AND EXPENDITURES IN THE SEWER FUNDS

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

WHEREAS, the New York State Comptroller requires a Resolution for the increase in receipts and expenditures regarding budgetary funds, and

WHEREAS, after review of the Sewer Fund, the Town Supervisor and CFO seeks to amend the Sewer Fund codes as follows:

BUDGET CODE SS8110.400 – Administration:

To increase revenue account code SS5031 (Inter-fund transfer) in the amount of \$3,000.00 and increase expense account code SS8110.400 in the amount of \$3,000.00 with the funds to come from Class Account #007 – Sewer General Savings Fund. To cover the expense associated with an increase in expenses due to economic influences and training of a new wastewater superintendent – associated classes.

BUDGET CODE SS8130.200 – Sewage Treatment & Disp Equipment:

To increase revenue account code SS5031 (Inter-fund transfer) in the amount of \$37,500.00 and increase expense account code SS8130.200 in the amount of \$37,500.00 with the funds previously received and expended from the NYSERDA solar panel grant of \$50,000.00 that was received in 2021.

To increase revenue account code SS5031 (inter-fund transfer) in the amount of \$611.00 and increase expense account code SS8130.200 in the amount of \$611.00 with the funds to come from Class Account #007 – Sewer General Savings Fund. To cover the expense associated with a new DR900 Colorimeter purchased in February 2022.

BUDGET CODE SS8130.402 – Propane

To increase revenue account code SS5031 (Inter-fund transfer) in the amount of \$300.00 and increase expense account code SS8130.402 in the amount of \$300.00 with the funds to come from Class Account #007 – Sewer General Savings Fund. To cover the expense associated with an increase in costs due to economic influences

THEREFORE, BE IT RESOLVED the Town Board of the Town of St. Armand hereby approves the above amendments to increase in the Expenditure and Revenue accounts in the Sewer Fund.

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 November 15, 2022

Barbara J. Darrah
St. Armand Town Clerk

MOTION TO PAY MONTHLY BILLS

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

- General Vouchers # 326 - # 360 in the amount of \$ 54,383.70
- Trust and Agency Vouchers # 29- # 30 in the amount of \$ 181.00
- Highway Vouchers # 152 - # 164 in the amount of \$ 6,788.69
- Highway Outside Voucher # 4 in the amount of \$ 256.11
- Water and Sewer Vouchers # 186 - # 198 in the amount of \$ 87,371.64
- HT Grant Vouchers # 23 - # 26 in the amount of \$ 5,719.46
- B Fund Voucher # 8 in the amount of \$ 143.42
- Rockledge Fund Vouchers # 6 - # 7 in the amount of \$ 6,192.04
- Fire Protection Voucher # 8 in the amount of \$ 879.95

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

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

All in favor. Motion carried.

Dated: November 15, 2022

Barbara J. Darrah,
St. Armand Town Clerk

MONTHLY REPORT FROM THE SUPERVISOR

Supervisor Winemiller presented the Supervisor’s Monthly Report for October 2022. Deputy Supervisor Karl Law made the Motion to approve October’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 Stephanie Mikesell made the Motion to approve the minutes from the Regular Board Meeting held on October 18, 2022, and approve the request for an extension for the minutes of the Budget Work Sessions held on October 5, October 12, and October 19, 2022. The Motion was seconded by Deputy Supervisor Karl Law. All in favor. Motion carried.

TOWN CLERK’S MONTHLY REPORT

Town Clerk Barbara Darrah reported the following revenue collected from the Town Clerk for the Month of October 2022:

Dog Licenses (10): 6 FS, 3 MN, and 1 MU	\$ 77.00
Marriage License (1)	<u>\$ 40.00</u>
Total Revenue:	\$ 117.00

Total Checks Written:

Town Supervisor: \$ 82.50 NYS Dept. of Health: \$ 22.50 NYS Dept. of Agric. & Mkts. \$ 12.00

WATER AND SEWER BILLING MONTHLY REPORT:

The 4th quarter billing due date was November 14, 2022. Late fees were applied on November 15, 2022. The total amount of receivables is \$ 36,498.98. That total includes current billing and all balances in arrears. The re-levy is due to Essex County on November 16, 2022.

Approximately five customers have 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

Fawcett Property Possible Land Purchase – the APA came out and did the flagging for the wetland and produced a map. 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.

Supervisor Winemiller reported Paul Smiths College has a new president since last month. The Town had received the appraisal on the well field and she had forwarded the appraisal to the president at the time. She will send another letter and a copy of the appraisal to the new president. The appraisal came in at \$335,000.00.

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.

Short Term Rentals – Supervisor Winemiller suggested the Town do a Local Law to enforce the Short Term Rentals in order to protect the owners: 1) The first part is the owner has to fill out an application to the Town to rent out their property, 2) The Code Enforcement Officer inspects the property to make sure there is a Certificate of Occupancy in place, 3) There is a local contact listed on the application in case there is an issue with the rental and 4) they have to be registered with Essex County, which is already law. Discussion ensued amongst the Board regarding regulating the Short Term Rentals. Supervisor Winemiller set a date for a Special Board Meeting in order to further address Short Term Rentals in the Town. It was determined the Special Board Meeting will be held on Tuesday, January 17, 2023 at 5:30 pm.

NEW BUSINESS

ANCA – Request for a Donation from the Town: Supervisor Winemiller distributed a letter she had received from the Adirondack North Country Association (ANCA) stating they are doing a fund drive, and asking for the Town’s financial support in their goals to create solutions to the economic challenges facing rural communities. The Board approved a donation of \$100.00.

Davina Winemiller made a Motion to donate \$100.00 to ANCA for continued support and assistance. Councilperson Donald Amell seconded the Motion. All in favor. Motion carried.

Local Race Event – 3P- Pole, Pedal and Paddle Race proposed for March 2023.

Progressive Insurance Company proposal to cover Fire Hydrant damage from 5/15/21: Supervisor Winemiller distributed a hand-out from Progressive Insurance Company for their proposal for payment to the Town in the amount of \$2,885.25 for repair of the fire hydrant damage that took place on May 15, 2021. Supervisor Winemiller asked the Board for a Motion to accept the proposed amount from Progressive.

Deputy Supervisor Karl Law made a Motion to accept the proposed Progressive Insurance payment in the amount of \$2,885.25 for the hydrant repair on Route 3. Councilperson Stephanie Mikesell seconded the Motion. A Roll Call vote took place 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.

Rockledge Sewer - Supervisor Winemiller reported she had a meeting with Derrick Doty, Mayor Jimmy Williams, and Dustin from Village of Saranac Lake Water and Sewer Department to discuss the Rockledge Sewer District. Winemiller stated she explained that the Town of St. Armand is the lead liaison for seeking the grant to work on the water lines and the sewer lines were discussed. The Rockledge sewer users are not in a district, therefore, they are paying 3X the sewer rate.

If the Town of St. Armand took over the district, then the Rockledge sewer users would only pay 2X the rate. The next step would be that the Rockledge residents petition the Town to take over the district. Winemiller stated she would email the Rockledge residents and Rockledge Task Force, reminding them that this step is still pending.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

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

Sandy Hayes questioned the amount for the hydrant repairs. Winemiller stated there were 14 fire hydrants that needed repairs, and now there are three.

Mr. Hayes asked if there was any reason why the Department Heads were not attending the meetings; that the reports were just being read by Winemiller. Winemiller stated they have been attending the meetings on line and have been available for questions to be answered. They were only absent this one time because they were assisting with the fire in Vermontville during the previous night.

Mr. Hayes questioned the budget amendments that were made on Resolutions #82 – #87. Winemiller explained those Resolutions were for the 2022 budget. The budget that was passed tonight on Resolution # 77 was for 2023.

Warrene McCarthy stated she agreed with Sandy in that she felt we are not getting true representation that we should be getting from the Town's employees and Councilpersons. She would like to make a special request to Stephanie Mikesell to attend December's meeting. I would really like to meet the person I elected to represent. Supervisor Winemiller pointed out to Warrene that Stephanie was present this evening. Warrene then apologized. Warrene extended her sympathy to Roger and Lisa Symonds regarding their very recent fire.

Councilperson Stephanie Mikesell asked if next month, the Board could address the automated alert system through Essex County so that Winemiller would not have to knock on doors to post notices. Winemiller explained that written notification has to be hand delivered to each resident when there is a boil water order.

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 in order to discuss one personnel issue.

Councilperson Donald Amell made a Motion to move into Executive Session for the purpose of discussing personnel. The Motion was seconded by Deputy Supervisor Karl Law. The Executive Session began at 8:42 pm.

MOTION TO ADJOURN EXECUTIVE SESSION

Deputy Supervisor Karl Law made a Motion to adjourn the Executive Session. The Motion was seconded by Councilperson Sheridan Swinyer. The Executive Session ended at 9:08 pm.

MOTION TO ADJOURN REGULAR BOARD MEETING

Councilperson Stephanie Mikesell made the Motion to adjourn the Regular Board Meeting. The Motion was seconded by Councilperson Donald Amell. The Regular Board Meeting adjourned at 9:09 pm.

I, Barbara J. Darrah, Town Clerk for the Town of St. Armand, do hereby certify that the above is a true and correct transcript of the Regular Board Meeting minutes held on the above-referenced date.

Barbara J. Darrah
St. Armand Town Clerk

Dated: November 15, 2022