

Town of St. Armand
Regular Board Meeting– 6:30 pm
Tuesday October 21, 2025

These Meeting Minutes were approved by the St. Armand Town Board on November 18, 2025

REGULAR BOARD MEETING

A Regular Board Meeting was conducted on the above date and time via webinar and in person at the Town Hall, 1702 NYS Route 3, Bloomingdale, NY. The Meeting was advertised and made available to the public.

BOARD MEMBERS PRESENT:

Town Supervisor Davina Thurston, Deputy Supervisor Karl Law, Councilperson Sheridan Swinyer, Councilperson Donna Whitelaw and Councilperson JP O’Neil were all in attendance. A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: Water and Sewer Clerk Barbara Darrah, Water Superintendent Jonathan Nielsen, and Town Clerk Raine DeLancett.

TOWN EMPLOYEES EXCUSED: Highway Superintendent Douglas Snickles and Wastewater Superintendent Josh Woodruff

GUESTS FROM THE COMMUNITY: Ray Tempestilli from the community. Elie Schechter, Kara Mathews and Josh Colby attended on-line.

Supervisor Thurston called the meeting to order at 6:30 pm, and asked everyone to join in the Pledge of Allegiance.

➤ Guest Speaker- Eli Schechter with Our Generation LLC. – Community Solar Project

Elie Schechter wanted to speak to the Town Board about an upcoming Community Solar Project. This Project will be a Soar Field that is going to be located on Mark Trudeaus field across from the Bloomingdale School bus garage. The energy that will be generated from theses solar fields will be made available so that residents of St. Armand may buy this energy for a lower rate. Discussion ensued.

Supervisor Thurston thanked Elie Schechter for their presentation.

Supervisor Thurston then asked for the Department’s Reports

Highway Report October 21, 2025

1. We are doing some patching
2. Hauling the winter sand should be done this week
3. Painting truck frames
4. Painted a few things in the Veterans Park
5. Helping with sidewalks
6. Getting trucks ready for winter
7. We aren’t paving Rockledge this year it will be paved in the spring
8. Going to start redoing the little roof on the Veterans park gazebo

Supervisor Thurston asked if there were any questions for the Highway Superintendent. There were none.

Town of St. Armand October 2025 Board Meeting

Water Treatment Plant Updates

1. Meter Reads, Reader swap outs, Chlorine Residual Testing, Daily testing at the Plant
2. Routine Ednyne Labs are being collected and sent out this month for E-coli, Total Coliform (all ok)
3. Water Break- Hydrant Valve blew on Maple Lane. Was able to isolate it and get it fixed. Boil water order was put in effect Wednesday 10/15 at about Noon until 10/17 @ 5:30pm
4. We are pursuing a Class action lawsuit for PFOA's – Discussion ensued.
5. Dig Safes
6. Meter Reads done for the quarter.
7. Continuing of lateral line shutoffs done and mapped

General Maintenance

1. Minor repairs in the town hall
2. Continued help with concrete pours for sidewalks

A Resolution will be introduced at the November 6th meeting to join the PFOA Class Action Lawsuit.

Supervisor Thurston asked if there were any questions for the Water Superintendent.
There were none.

Town of St. Armand Board Meeting

October 21, 2025

Wastewater Department

1. Daily Operation of Preliminary Treatment Building and Wastewater Treatment Plant.
2. Monthly Lab to Endyne Lab. (Ammonia Sample)
3. Monthly DMR's (daily monitoring report)
4. Worked on chemical feed system. (replaced Barbs and Valves)
5. Scrubbed algae from lagoon mats / skimmed duck weed from lagoon.
6. Helped Jeff Tedrord to locate sewer lines in trailer park.
7. Lost power for 4.5 hrs 10/19 15 alarms went off at the same time. Spent a couple hours resetting everything.
8. Disinfection Meetings

Wastewater Superintendent Josh Woodruff and Supervisor Thurston have been in several meetings with MJ Engineering and Essex County Planning Office about the Disinfection Project.

Wastewater Superintendent Josh Woodruff would like to switch to a UV Ultra Violet System instead of a Chemical System.

Supervisor Thurston asked if there were any questions for the Wastewater Superintendent.
There were none.

Water and Sewer Clerk's Monthly Report for October 21, 2025 Board Meeting

WATER/SEWER

The 4th quarter billing was completed on October 10th, with the amount of the billing totaling \$79,638.32. The current amount for Receivables is \$ 97, 637.53. The 4th quarter water and sewer payments are due November 6th and late fees will be applied on November 7th. This is the final quarter of 2025 and any unpaid balances remaining after the late fees are applied will be sent to Essex County Office of Real Property for re-levy onto the 2026 Town and County tax role. Thanks to

Jonathan for his speedy submission of the readings to me for this timely billing.

We received notification from ALLPAID, our debit and credit card processing system that the same outage that affected Amazon between 2:45 am and 5:00 am on October 20, 2025, affected ALLPAID as well. During this period, some customers may have encountered payment failures or delays. ALLPAID verified all of our data has been restored and a full system recovery took place, ensuring our processes are back on-line.

Two weeks ago, in placing an order for 5 new meters with Gunners, our supplier for readers and meters out of Michigan, our sales representative informed me that they will no longer be able to provide the new **analog readers** we have normally purchased in the past. Their vendor has now switched to providing only **digital readers**. The only analog readers they can provide will be refurbished. We currently have 10 new analog readers in stock. They will still be able to provide rebuilt **analog meters**.

Discussion ensued.

It was decided to continue ordering the analog rebuilt readers. Barb is going to find out if we can send the old ones in to be rebuilt.

Supervisor Thurston asked if there were any questions for the Water and Sewer Clerk.
There were none.

Code Report - Submitted by Rodger Tompkins
October 16, 2025

New Residential Building Permits Issued Since Last Report: 4
New Water or Sewer Line Permits Issued Since Last Report: 0
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: 7
Stop Work Orders Issued Since Last Report: 0
Demolition Permits Issued Since Last Report: 0
Solar PVS Permits Issued Since Last Report: 0
New Short Term Rental 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 2025: 35
Total number of Residential Certificates of Completion issued for the year 2025: 54
Total number of Commercial Building permits issued for the year 2025: 0
Total number of Commercial Certificates of Completion issued for the year 2025: 0
Total number of Demolition permits issued for the year 2025: 4
Total number of Demolition Certificates of Completion issued for the year 2025: 0
Total number of Short Term Rental Permits Issued for the year 2025: 3
Total number of Solar permits issued for the year 2025: 0
Total number of Solar Certificates of Completion issued for the year 2025: 0
Total number of Code Violations issued for the year 2025: 4
Total number of Code Violation Certificates of Completion issued for the year 2025: 0
Total number of Sewer Code Violations issued for the year 2025: 0
Total number of Sewer Code Violation Certificates of Completion issued for the year 2025: 0
Amount of fees collected for Code Office since last report: \$311.00
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 Water/Sewer fees collected via Code Office since last report: \$0
Total amount of fees collected via Code Office for the year 2025: \$4,037.60

Supervisor Thurston asked if there were any questions for the Code Enforcement Officer.
There were none.

St. Armand Town Court Report for September 2025

Total fines and surcharges collected for the month of September 2025: \$809.00
Total collected year-to-date: \$8984.05
Total parking fines for September 2025: \$50.00
Total parking fines year-to-date: \$225.00

Supervisor Thurston asked if there were any questions for the Town Justice.
There were none.

RESOLUTIONS #58 - 60

RESOLUTION #58 – TABLED

RESOLUTION #59 OF 2025

RESOLUTION URGING THE NEW YORK
LEGISLATURE AND GOVERNOR HOCHUL
TO ENACT LEGISLATION AMENDING
GENERAL MUNICIPAL LAW IN RELATION TO
EXEMPTING PUBLIC EMPLOYEES HEALTH
INSURANCE PREMIUMS PAID BY TOWNS
AND COUNTIES IN NEW YORK STATE FROM
THE NEW YORK STATE REAL PROPERTY
TAX CAP

Councilperson JP O’Neil, who moved its adoption, offered the following Resolution:

WHEREAS, towns and counties across New York State are struggling with providing town and county health insurance for their employees that is cost effective and does not strain the county fiscally; and

WHEREAS, towns and counties depend on reliable and competent employees across their departments and must provide town and county sponsored health insurance programs in order to maintain their workforces; and

WHEREAS, the costs of health insurance premiums paid by towns and counties on behalf of their employees as part of compensation programs has become cost prohibitive to these municipalities with the overall cost of a family plan now at \$38,739.00, with the municipalities share often \$30,992.00, and the cost of a single plan at \$18,752.00, with the municipalities share often \$15,001.00; and

WHEREAS, in Essex County the total cost that the county pays on behalf of public employees for health insurance premiums is \$15 million of its overall budget of \$140 million; and

WHEREAS, this total cost, when added to the overall county budget will cause the county to exceed its tax cap which will in the future also snowball and cause future tax cap problems as a result; and

WHEREAS, towns and counties need a mechanism to exempt and remove the cost paid by municipalities for public employee’s health image insurance programs on behalf of the employee from the real property tax cap which will allow these municipalities to continue to provide these services and to sustain and continue to operate the current operations.

BE IT RESOLVED, that the Town of St. Armand hereby urges the New York Legislature and Governor Hochul to enact legislation amending General Municipal Law in relation to exempting public employee’s health insurance premiums paid by towns and counties in New York State from the New York State County Real Property Tax Cap; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to: Governor Hochul, Senator Daniel Stec, Assemblyman Matthew Simpson, Senate Majority Leader, Andrea Stewart-Cousins, Senate Minority Leader, Robert G. Ort, Speaker of the Assembly Carl E. Heastie, and New York Association of Counties (NYSAC).

STATE OF NEW YORK, COUNTY OF ESSEX) ss:

I, Raine DeLancett, Town Clerk of the Town of St. Armand, do hereby certify that I have compared the foregoing copy with the original resolution filed in this office on the 21st day of October, 2025, and that it is a correct and true copy thereof. IN TESTIMONY THEREOF, I have hereunto set my hand and affixed my official seal this 21st day of October, 2025.

This resolution was seconded by Councilperson Sheridan Swinyer, and duly adopted upon a roll call vote as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Sheridan Swinyer	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O’Neil	AYE

Raine DeLancett
St. Armand Town Clerk

Dated: October 21, 2025

RESOLUTION #60 OF 2025

A RESOLUTION OF THE TOWN OF ST.
ARMAND ADOPTING THE ESSEX COUNTY
HAZARD MITIGATION PLAN DATED
OCTOBER 21, 2025

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

WHEREAS, the Town of St. Armand recognizes the threat that natural hazards pose to people and property within the Town of St. Armand; and

WHEREAS, the Town of St. Armand has prepared a multi-hazard mitigation plan, hereby known as the Essex County Hazard Mitigation Plan dated October 21, 2025 in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Essex County Hazard Mitigation Plan dated October 21, 2025 identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in St. Armand from the impacts of future hazards and disasters; and

WHEREAS, the adoption by the Town Board of the Town of St. Armand demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Essex County Hazard Mitigation Plan dated October 21, 2025.

WHEREAS, the New York State Division of Homeland Security and Emergency Services (DHSES) and the Federal Emergency Management Agency (FEMA) later completed their review and issued an Approval Pending Adoption (APA) letter for the Essex County HMP on October 10, 2025; and

NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF ST. ARMAND, NY, THAT:
Section 1. In accordance with (local rule for adopting resolutions), the Town Board of St. Armand adopts the Hazard Mitigation Plan dated October 21, 2025. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

This resolution was seconded by Councilperson Donna Whitelaw, and duly adopted upon a roll call vote as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Sheridan Swinyer	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O’Neil	AYE

Raine DeLancett
St. Armand Town Clerk

Dated: October 21, 2025

Motion to approve monthly payments form September 2025: Read aloud then followed by Roll Call Vote:

- General Vouchers #319- #350 in the amount of \$26,690.99
- Highway Vouchers #121- #138 in the amount of \$20,469.91
- Water & Sewer Vouchers # 129- #141 in the amount of \$9,903.67
- Trust & Agency Vouchers #15 in the amount of \$142.00
- B Fund Vouchers #13- #15 in the amount of \$3,416.16
- Highway Outside Fund Vouchers #2 - #3 in the amount of \$1,948.04

Councilperson JP O’Neil made the Motion to approve payment of August’s bills. The Motion was seconded by Deputy Supervisor Karl Law. A Roll Call Vote was as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Sheridan Swinyer	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O’Neil	AYE

All in favor. Motion carried.

- Councilperson Sheridan Swinyer made the Motion to approve the Public Hearing and Regular Board Meeting Minutes held on September 16, 2025. Budget Work Session #2 Meeting Minutes held on September 15, 2025.Budget Work Session #3 Meeting Minutes held on October 8, 2025. The Motion was seconded by Deputy Supervisor Karl Law. All in Favor. Motion carried.

Supervisor Thurston presented the Supervisor’s Report for September 2025

Councilperson Donna Whitelaw made the Motion to approve the report. The Motion was seconded by Deputy Supervisor Karl Law. All in favor. Motion carried.

Town Clerk Raine DeLancett reported the following Town Clerk revenue collected for the Month of September 2025:

Dog Licenses (2): 2 FS 0 MN	\$ 14.00
Certified Death Certificates (0)	\$ 0.00
Marriage Licenses (0)	\$ 0.00
Total Revenue:	\$ 14.00
Total Checks Written: Town Supervisor: A \$ 12.00, NYS Dept. A&M \$2.00	

REVIEW OF OLD BUSINESS

- Recreational camping vehicle Local Law has been reviewed by attorneys – Set date for Public Hearing
Discussion ensued.

It was decided to send the Local Law to the Towns attorney for review.

- Local Law # 1 of 2025 was filed with the Department of State – LP septic System
- 2026 Budget copies were given to each Board member for review
- BETA – Grant application was submitted
- Well Field purchase – Received updated appraisal – Waiting to hear back from Paul Smiths on final contract
- Land gifted by BVFD – Contract has been signed – Waiting for final deed transfer
- Supervisor Thurston has been attending the Bloomingdale School committee regarding the future of Bloomingdale School
- Truck auction – Received payment
- Sidewalks are finished
- Reminder – Harvest Dinner – Friday, October 24th – 4:30pm to 7:00pm at BVFD
- Reminder – Halloween Decoration Contest – Applications Due 10/22
- Reminder – Budget Public Hearing 10/28 at 5:30 – Special Board Meeting to pass the Budget 11/06 at 5:30

REVIEW OF NEW BUSINESS

- Veterans Day Ceremony – Tuesday, November 11th at 2pm – Veterans Memorial Park
- 2024 Fiscal Stress Score
- Supervisor Thurston is requesting to attend the 2026 Training School and Annual Meeting in NYC - \$1,203.00 and the Association of Towns and Villages Meeting – Lake George – \$250
Discussion ensued.

Councilperson JP O’Neil made the Motion to approve Supervisor Thurston to attend the 2026 Training School and Annual Meeting in NYC - \$1,203.00 and the Association of Towns and Villages Meeting – Lake George – \$250. The Motion was seconded by Councilperson Sheridan Swinyer. A Roll Call Vote was as follows:

Supervisor Davina Thurston	ABSTAINED
Deputy Supervisor Karl Law	AYE
Councilperson Sheridan Swinyer	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O’Neil	AYE

All in favor. Motion carried.

- ACAP – Holiday for Sharing Program
- Sample Ballot
- Friends of Mt. Pisgah

- Lake Champlain/Lake George Regional Planning Board – Essex County Inventory of Blighted Properties
- Supervisor Thurston and Bookkeeper Nancy Heath will be attending NYS Comptroller Training on 11/13
- Supervisor Thurston attended a Webinar with NYS Comprehensive Climate Action Plan – Verbal Update
- Spray Foam at the Well Field Building – Quote form Troy DeLancett for \$4,200.00

Discussion ensued.

Councilperson JP O’Neil made the Motion to approve a quote from Troy DeLancett to spray foam insulate the Well Field Building for no more than the amount of \$4,200.00. The Motion was seconded by Councilperson Donna Whitelaw. A Roll Call Vote was as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Sheridan Swinyer	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O’Neil	AYE

All in favor. Motion carried.

QUESTIONS, COMMENTS OR CONCERNS FROM GUESTS AND STAFF:

Councilperson Sheridan Swinyer and Councilperson JP O’Neil asked supervisor Thurston to hold off for now on putting a metal roof on the Veterans park gazebo. They would like to look into getting wood shingles for the roof instead.

MOTION TO MOVE INTO EXECUTIVE SESSION

Deputy Supervisor Karl Law made a Motion to enter an Executive Session at 8:50 pm to discuss a legal matter. The Motion was seconded by Councilperson Sheridan Swinyer.

MOTION TO ADJOURN EXECUTIVE SESSION

Councilperson JP O’Neil made a Motion to adjourn the Executive Session at 9:16 pm. The Motion was seconded by Councilperson Donna Whitelaw.

MOTION TO ADJOURN REGULAR BOARD MEETING

Councilperson JP O’Neil made a Motion to adjourn the Regular Board Meeting. The Motion was seconded by Deputy Supervisor Karl Law. The Regular Board Meeting was adjourned at 9:17 pm.

I, Raine DeLancett, 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.

Raine DeLancett
St. Armand Town Clerk

Dated: October 21, 2025