Town of St. Armand
Special Board Meeting- Zoning Committee Formation – 5:30 pm
Regular Monthly Board Meeting – 6:30 pm
Tuesday, September 15, 2026

These Meeting Minutes were approved by the St. Armand Town Board on October 20, 2026.

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

BOARD MEMBERS PRESENT:

Town Supervisor Davina Thurston, Deputy Supervisor Karl Law, Councilperson Donna Whitelaw, Councilperson JP O'Neil and Councilperson Joseph Fisher were present at the meeting.

A quorum of the Board was in attendance.

TOWN EMPLOYEES PRESENT: In person: Nancy Heath. On-line: Barbara Darrah.

GUESTS FROM THE COMMUNITY: In Person: Susan Willette, Dan and Pam Simmons, Kate and Ed Lewis, Erik White, Tim Jackson, Jeff Murray. On-line: Larry Sweeney, Sarah Larson, Aaron Marbone, Don Amell, Kara Matthews, Teah Dowling

Supervisor Thurston opened the Special Board Meeting at 5:33 pm and asked everyone to join in the Pledge of Allegiance.

Zoning Committee Formation
Supervisor Thurston stated that the purpose of the meeting was to discuss the formation of a Zoning Committee for the Town of St. Armand. She stated that she has reviewed the zoning surveys received by the Town and condensed the comments into a one-page summary. Copies of the summary were made available to those in attendance. She stated that the purpose of the summary was to provide an overview of the primary comments and concerns expressed by residents through the zoning survey.

Zoning Survey Comments – Condensed

- We have been down this road before, why now? - 3
- No more government control – 13
- APA/Code Enforcement already does zoning for us - 8
- Form a committee to see if this is necessary and if so propose minimal zoning-7
- Not needed-2
- This will increase our taxes-3
- This could hurt small businesses
- Limits our property potential
- Condo Developments (that was the entire comment)
- I oppose Battery Energy Storage System-7
- You should have a Comprehensive Plan First – 6 (Note: We do!)
- We need to stop trash/junk/pig farms/prevent over development -18
- RV Campers should not be allowed to be hooked up to Water & Sewer and lived in at any time-2
- Concerned about too many Short Term Rentals – 1
- You should allow backyard chickens coops (Note: We do!)
- We need Historic Preservation of Normans Store
- Need to regulate Commercial land use/property line setbacks -2
- Need to encourage Small Business to come here - 4
- Make sure you are hearing from the residents before this is adopted – 6
- Too many apartment buildings constructed on the old AMA property
- I oppose AI Data Centers – 1
- Concerned about public safety/trespassing/drug use and drug dealing/too many vehicles or boats on a property/burning trash/abandoned property/unsafe structures/loud neighbors all night/late night music and parties-6
- Need to reduce speed on Town Roads – 2

- Need to regulate over development of businesses and over development of residential properties into businesses-12
- How far will this go? House colors, etc.? -4
- Dogs should not be allowed to run loose and the dog owners should pick up the dog feces
- We need zoning, need to address too many short term rentals and need more affordable housing
- If we have Zoning, it needs to be fully enforced
- Be objective – hear all sides, we need zoning - 2

Supervisor Thurston also noted that the Town had compiled a list of individuals who indicated on the zoning survey that they would be willing to serve on a Zoning Committee. Following the previous meeting, the Town decided to hold the present meeting to provide an opportunity for individuals who were interested in serving and willing to commit the necessary time to participate in the formation of the committee.

Supervisor Thurston explained that a committee of this type would generally consist of approximately 10 to 12 members. She noted that keeping the committee to a manageable size would help facilitate productive discussion and allow the committee to make progress.

Supervisor Thurston explained that the primary purpose of the Zoning Committee would be to develop a simple proposed zoning local law tailored to the needs of the Town of St. Armand. Once the committee completes its work and develops a proposed zoning local law that it believes is appropriate for the Town, the proposal would be presented to the Town Board for review and discussion.

Supervisor Thurston further stated that the intent is for the proposed zoning local law ultimately to be presented to Town residents for a Town-wide vote, allowing the public to decide whether the proposed zoning law should be adopted. Supervisor Thurston explained that once a proposed zoning local law is developed, the Town intends to conduct another mailing to residents so that the community has an opportunity to review the proposed law. She stated that the Town would establish a period of approximately three days during which residents could participate in an informal Town-wide vote on the proposal. She clarified that this would not be part of the November general election ballot, but rather an informal advisory vote conducted by the Town. Supervisor Thurston stated that the Town's intent is to limit participation in the informal vote to residents of the Town of St. Armand. She noted that participants could include renters, property owners and business owners, provided they reside within the Town.

Supervisor Thurston then discussed the composition of the proposed Zoning Committee. She stated that the Town Board wanted the committee to represent a variety of viewpoints regarding zoning. This would include residents who support zoning, residents who oppose zoning, and residents who remain undecided. She explained that the goal is to create a balanced committee so that differing perspectives within the community are represented during the development of the proposed zoning law.

Supervisor Thurston invited questions and comments before proceeding with the selection of committee members. Jeff Murray introduced himself and stated that he currently resides in Saranac Lake but is in the process of purchasing a home on Mount Pisgah Lane. He stated that the closing on the property was anticipated for October 2nd and that he expects to make the property his residence after selling his current home in Saranac Lake. Mr. Murray stated that he attended the meeting to learn more about the zoning process and was interested in volunteering to serve on the committee if there was a need. He questioned whether he would currently be eligible to serve because his official residence had not yet changed to the Town of St. Armand. Supervisor Thurston stated that she believed Mr. Murray could participate on the committee, noting that the zoning process was expected to take approximately a year and that he anticipated becoming a Town resident well before any proposed zoning law would be finalized. No objections were raised by those present regarding Mr. Murray's participation.

Supervisor Thurston then addressed those participating remotely and explained that anyone unable to speak through the online meeting platform could use the chat feature to submit comments. She asked any remote participant interested in serving on the Zoning Committee to provide their name and indicate whether they considered themselves in favor of zoning, opposed to zoning or undecided/on the fence. Their names would then be included with those of the individuals attending in person for purposes of forming the committee.

Supervisor Thurston began identifying individuals interested in serving on the committee. She stated that Diane Chase, who was unable to attend the meeting, had previously expressed her desire to serve and identified herself as being in favor of zoning. Sarah Larsen, participating remotely, expressed interest in serving and identified herself as on the fence/undecided regarding zoning. Susan questioned whether she would be eligible to participate because she is a seasonal resident and would not be physically present in Town throughout the year. Supervisor Thurston stated that Susan owns a home in the Town of St. Armand and that meetings would also be available remotely, allowing her to participate while away from the area. Supervisor Thurston referenced the Town's previous Comprehensive Plan Committee, which included a member who participated remotely while

residing in Florida for part of the year. Susan agreed to have her name considered for the committee and identified herself as in favor of zoning.

Kara Matthews was also identified as interested in serving on the committee and as being in favor of zoning.

The discussion continued with additional individuals identifying their interest in serving on the Zoning Committee and their current position regarding zoning. Pam Simmons expressed interest in serving and identified herself as in favor of zoning. Dan Simmons expressed interest in serving and identified himself as in favor of zoning. Tim Jackson stated that, while he supported the concept of zoning, he considered himself undecided at this point. He was therefore identified as being on the fence. Eric White expressed interest in serving and identified himself as on the fence/undecided regarding zoning. Jeff Murray stated that he considered himself on the fence/undecided until he learned more about zoning. Nancy Heath indicated support for zoning and would be willing to serve on the committee and agreed to participate if additional members were needed.

Supervisor Thurston stated that, based upon the responses received through the zoning survey, only three individuals had expressed firm opposition to zoning: Dr. Leib, Carolyn Yelle and Christian Blue. Discussion followed regarding the benefit of having at least one member of the committee who was opposed to zoning in order to provide additional balance and representation of the viewpoints expressed through the community survey. Supervisor Thurston offered to contact the three individuals who had expressed opposition to zoning and determine whether any of them would be willing to serve. She noted that those individuals had previously indicated a willingness to participate on the Zoning Committee. With approximately ten individuals already interested in serving, Supervisor Thurston stated that one or two additional members could be added while maintaining the desired committee size of no more than approximately twelve members. Those present expressed agreement with this approach.

Eric White asked for clarification regarding whether any decisions or specific zoning structure had already been established. Supervisor Thurston explained that nothing regarding the substance or structure of a proposed zoning law had been decided. She emphasized that the process was still at the very beginning and that the immediate purpose was simply to form the committee. The committee would then begin discussing and determining what, if anything, should be included in a proposed zoning law to eventually bring forward for consideration.

Discussion then turned to scheduling the first Zoning Committee meeting. Supervisor Thurston stated that she would attend the committee meetings and make herself available to assist the group, but clarified that she would not serve as a member of the Zoning Committee, she would facilitate the meetings, manage the online meeting component, provide information and resources and assist the committee in moving through the process. She stated that she intended to keep her own comments to a minimum so that the committee members could independently discuss the issues and determine the direction they wished to pursue. Supervisor Thurston noted that the committee would likely need information from the Town regarding matters such as existing local laws, properties, parcels and other Town-specific information. She stated that she would assist in gathering and providing that information as needed. Supervisor Thurston stated that, at the first committee meeting, she could provide copies of relevant existing Town local laws and other regulations that may have a bearing on the committee's work. She also discussed the Town's home-rule authority and the role of local laws in establishing regulations applicable within the Town. It was agreed that reviewing existing Town laws and applicable New York State requirements would be an appropriate starting point for the committee's first meeting and would help provide members with background information before beginning the process of developing potential zoning provisions.

Discussion followed regarding the intended scope of the zoning effort. It was emphasized that the Town is not seeking to develop an overly complex or restrictive zoning code. Rather, the initial goal is to consider a simple, basic zoning framework that addresses the Town's current needs. Additional provisions could be considered in the future if circumstances warrant. The need for basic guidelines for certain types of development was discussed, including commercial and industrial uses, solar development, and battery energy storage facilities. It was noted that the Town currently has limited local regulations specifically addressing these types of development. Discussion also addressed the relationship between zoning and the Town's existing Nuisance Abatement Local Law. Supervisor Thurston explained that the Nuisance Abatement Local Law provides the Town with a mechanism to address ongoing activities that interfere with a neighboring property owner's peaceful use and enjoyment of their property. She provided examples of situations in which the law has been used or could apply, including recurring noise and odor-related complaints.

It was discussed that the first committee meeting would primarily serve as an organizational and informational meeting. Members would have an opportunity to become acquainted, review relevant background materials and resources, discuss the committee's approach and establish the groundwork for future meetings. Additional meeting dates could then be established as the committee's work progresses. When asked whether there was a

deadline for producing a proposed zoning document, Supervisor Thurston stated that no specific deadline had been established and that the committee would be given the time necessary to work through the process.

Discussion followed regarding scheduling the first Zoning Committee meeting. After reviewing members' availability, the group agreed to schedule the first meeting for: October 27, 2026 at 5:30 p.m.
The meeting will be held at the St. Armand Town Hall, with remote participation available for committee members who are unable to attend in person.
Supervisor Thurston asked each committee member to email her directly so that she would have current email contact information for everyone. She stated that she would establish a committee email/contact list and provide members with meeting information and the link for remote participation. Supervisor Thurston again encouraged members to review available background information in preparation for the committee's work, including the Town's Comprehensive Plan, existing local laws and other zoning resources. She stated that she would also gather relevant information and resources to provide to the committee. Supervisor Thurston confirmed that future committee meetings would be accessible both in person at the Town Hall and remotely.

ADJOURNMENT

At 6:04 p.m., a motion was made by Councilperson Joseph Fisher to adjourn the Special Town Board Meeting. The motion was seconded by Councilperson Donna Whitelaw All in favor. Motion carried.
The Special Town Board Meeting was adjourned at 6:04 p.m.

REGULAR TOWN BOARD MEETING

Supervisor Thurston called the meeting to order and led those present in the Pledge of Allegiance.

Code Enforcement Report – Property Violation

Supervisor Thurston stated that the first item on the agenda was a report from Code Enforcement Officer Rodger Tompkins regarding an ongoing property violation. Mr. Tompkins had not yet arrived at the meeting, so Supervisor Thurston proceeded with a review of the matter.

Supervisor Thurston reviewed the original violation notice issued on June 11, 2026. The violations and unsafe conditions identified included sanitation concerns, evidence of rodents, accumulation of rubbish, trash, and debris, an accessory structure/garage with a collapsed roof, deficiencies with the roof of the mobile home, interior living conditions that did not meet life-safety requirements, obstructed access to required egress doors and windows, missing handrails, blocked emergency escape and rescue openings, windows that did not meet minimum code requirements and an unsafe wood stove. Supervisor Thurston displayed photographs taken by Code Enforcement Officer Tompkins during the June 11, 2026 inspection. She noted that Mr. Tompkins did not photograph the interior of the residence out of consideration for the occupants' privacy. Supervisor Thurston explained that Mr. Tompkins conducted the inspection with a representative from Adirondack Roots because the tenant was participating in a HUD housing assistance program. The inspection included the interior of the residence, although the photographs presented to the Board were exterior photographs taken by Mr. Tompkins.

Supervisor Thurston then discussed a follow-up inspection conducted by Mr. Tompkins on September 2, 2026. She stated that the purpose of the re-inspection was to determine whether the previously identified conditions had been corrected. Photographs from the September 2 inspection were reviewed. Supervisor Thurston stated that some cleanup appeared to have been undertaken by the tenant. However, the structural and life-safety concerns identified during the original inspection had not been corrected. She noted that the windows and roof remained unsafe and that the garage structure remained collapsed. Supervisor Thurston continued reviewing photographs of the property, noting the accumulation of trash and debris and the deteriorated condition of the roof. Supervisor Thurston stated that, following his September 2, 2026 re-inspection, Code Enforcement Officer Rodger Tompkins recommended that the Town proceed under its Unsafe Structure Local Law.

A Board member asked whether the Town had received any response from property owner Greg Dennin. Supervisor Thurston stated that she had spoken personally with Mr. Dennin and that he had been attempting to address the situation, including pursuing eviction proceedings involving the tenant. Supervisor Thurston reported that, according to her conversations with Mr. Dennin, he had arranged on several occasions for contractors to perform repairs at the residence. However, the contractors reportedly encountered significant amounts of accumulated belongings and debris inside the residence that prevented them from accessing windows, doors and other areas requiring repair.

Discussion followed regarding the occupants of the residence and efforts to address their housing situation. Supervisor Thurston stated that she had communicated with Adirondack Roots regarding the unsafe conditions and advised the organization that the Town's Code Enforcement Officer intended to move forward with enforcement action. She further stated that she had emphasized the need to assist the tenant in locating alternative housing.

Supervisor Thurston stated that Code Enforcement Officer Tompkins had expressed serious concern regarding the potential for fire due to the condition and location of the wood stove and the amount of combustible material and debris in close proximity to it. Discussion followed regarding the presence of children in the residence and the potential consequences of requiring the occupants to vacate the property. Supervisor Thurston acknowledged the seriousness of displacing a family but emphasized that the Town also had an obligation to address the significant life-safety concerns identified by the Code Enforcement Officer. Of particular concern were the blocked or inadequate emergency escape and rescue openings and the potential inability of occupants to safely exit the residence in the event of a fire.

Supervisor Thurston reiterated that the purpose of the enforcement action was to address the unsafe conditions and protect the health and safety of the occupants. Supervisor Thurston concluded her review of Code Enforcement Officer Tompkins' report and stated that his recommendation was for the Town to proceed with the next step under the Unsafe Structure Local Law by scheduling a public hearing regarding the property.

Supervisor Thurston explained that the next step recommended by the Code Enforcement Officer was to schedule a public hearing. At the public hearing, the property owner, tenant/occupant, neighboring property owners and other interested persons would have an opportunity to provide testimony and evidence regarding the condition of the property and whether the structure should be determined to be unsafe or unfit for human habitation. In response to a question regarding the purpose of a public hearing, Supervisor Thurston reviewed the process under the Town's Unsafe Structure Local Law. She explained that the initial step was the issuance of the Code Violation Notice, which provided the responsible parties an opportunity to correct the identified violations. Although some cleanup of trash and debris had occurred, the structural and life-safety deficiencies had not been adequately corrected, including concerns regarding safe emergency egress. Supervisor Thurston stated that the next step was the Code Enforcement Officer's Finding of Fact. Code Enforcement Officer Rodger Tompkins had presented his findings to the Town Board determining that the structure remained unsafe and unfit for human habitation and recommending that the Town proceed under the Unsafe Structure Local Law. Supervisor Thurston explained that the next procedural step was to conduct a public hearing so that the property owner, tenant/occupant, and other interested persons would have an opportunity to be heard before the Town Board took further action. Following the public hearing and consideration of the testimony and evidence presented, the Town Board would determine whether further action under the Unsafe Structure Local Law was warranted. A Board member asked about the anticipated timeframe for the process, particularly with winter approaching. Supervisor Thurston acknowledged the concern and stated that she had already contacted Adirondack Roots to advise them that the Town was moving forward with the enforcement process and that alternative housing for the occupants needed to be addressed.

* Public Hearing Date *

Following discussion, the Board agreed to schedule the public hearing for Wednesday, October 21, 2026 at 5:30 p.m. Supervisor Thurston noted that Resolution No. 72 addressing the public hearing would be considered later on the agenda.
Supervisor Thurston concluded the Code Enforcement discussion.

DEPARTMENT REPORTS

Water/Wastewater Report – Jonathan Nielsen
Supervisor Thurston moved on to departmental reports and, as Water Superintendent Jonathan Nielsen was present, asked that his report be taken first
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Mr. Nielsen reported that routine Water Department operations continued during the month, including meter readings, meter reader replacements, daily testing and chlorine residual testing throughout the system. Routine laboratory samples were also collected, including E. coli and total coliform testing, with satisfactory results reported. Mr. Nielsen stated that he had conducted 10 lead and copper samples throughout the Water District this year in accordance with EPA and New York State Department of Health requirements. He anticipated that approximately 20 samples may be required next year. Approximately half of the current samples had been returned from the laboratory at the time of the meeting, and the results received to date showed no issues. Once all laboratory results are received, the required individual results and information will be provided to the participating property owners within the required timeframe.

Mr. Nielsen reported that there continued to be a significant number of Dig Safely/utility mark-out requests and other projects occurring throughout the Town as contractors and property owners worked to complete projects before winter. Water lateral work and seasonal water shutoffs were also ongoing. He stated that the level of activity was typical for the time of year.

Mr. Nielsen reported that meetings and planning work associated with the Town's PFOA project and Drinking Water Source Protection Program (DWSP2) were continuing. The PFOA project remained largely in the

planning and paperwork phase.

A wetland delineation had recently been completed at the well field. Mr. Nielsen stated that the results would assist the Town in evaluating potential building locations at the site. An additional project meeting was anticipated in the near future to further discuss potential locations and alternatives.

Mr. Nielsen also reported that he had been working on the 2027 Water/Wastewater budget and preparing equipment, supplies and spare parts for the upcoming winter. He emphasized the importance of having necessary equipment and replacement components available locally rather than relying entirely upon assistance or equipment from neighboring municipalities, as those municipalities may be dealing with their own emergencies or projects when assistance is needed. He stated that the department was attempting to prepare for potential winter problems and maintain adequate backup equipment and supplies.

Mr. Nielsen also assisted with sidewalk work and performed miscellaneous maintenance around Town facilities during the month.

HIGHWAY DEPARTMENT REPORT

Supervisor Thurston reviewed the Highway Department report.

The Highway Department began replacing sections of sidewalk and continued routine roadside mowing. Work also continued on clearing and leveling the Brookside Cemetery Extension, located on property donated to the Town by the Trudeau family several years ago. Supervisor Thurston commented that significant progress had been made at the cemetery extension and encouraged Board members to view the improvements.
The Highway Department also continued road patching and ditching and replaced a culvert on Trudeau Road for the County. The department was assisting the Town of Harrietstown with paving operations. Supervisor Thurston explained that the area highway departments routinely assist one another with paving and other larger projects, with Franklin and Santa Clara expected to receive similar assistance as their paving schedules progressed. Discussion followed regarding the ongoing sidewalk replacement project. A Board member expressed concern about coordinating concrete delivery with the removal and preparation of sidewalk sections so that excavated areas would not remain open longer than necessary.

Supervisor Thurston stated that the Town is currently obtaining concrete from Arnold's and that the approximate lead time for delivery was ten days.

WASTEWATER DEPARTMENT REPORT

Supervisor Thurston reviewed the Wastewater Department report.

Routine operations continued during the month, including daily plant operations, monthly laboratory testing and sampling and work associated with the Mercury Minimization Plan.

Additional work included skimming of the wastewater lagoon, sewer lateral replacement work along Route 3, blower maintenance and repair, cleaning of the treatment building and continued work on the department's written sampling plan. Supervisor Thurston noted that lateral replacement work included the Reynolds property.

A Board member asked for clarification regarding the Mercury Minimization Plan. Supervisor Thurston explained that the New York State Department of Environmental Conservation (NYSDEC) regulates wastewater treatment facilities and requires the Town to maintain a written plan addressing mercury and efforts to minimize its introduction into the wastewater system.

Supervisor Thurston stated that NYSDEC provides a template for the Mercury Minimization Plan, which the Town completes using information and data specific to its wastewater system.

Supervisor Thurston also noted that she had recently assisted Water Superintendent Jonathan Nielsen with completion of the Water Department's Emergency Response Plan. She explained that many of these regulatory documents utilize established templates that require the Town to compile and enter detailed information regarding its systems, facilities, equipment and operations.

Supervisor Thurston stated that department personnel work collaboratively with her to complete these plans because some of the necessary records and information are maintained at her office while other information is maintained at the respective facilities.

WATER AND SEWER CLERK REPORT

Supervisor Thurston reviewed the Water and Sewer Clerk's monthly report.

The total outstanding water receivables were $35,729.00 as of the date of the report. Several payments had been received during the preceding two weeks.
Fourth-quarter meter readings were due at the end of September. Fourth-quarter billing was expected to be completed and bills mailed in early October.

The fourth quarter is also the annual relevy period. Any eligible unpaid water and sewer balances remaining outstanding will be forwarded to the County in November for relevy.

CODE ENFORCEMENT OFFICER REPORT

Supervisor Thurston reviewed the Code Enforcement Officer's monthly report.

During the reporting period, the Code Enforcement Department issued four new building permits and one permit extension. The department recorded 16 completions and one demolition.
A total of five code violations had been recorded for the year to date.
Permit and related fees collected since the previous report totaled $273.00, bringing the year-to-date total collected to $1,448.00.

RESOLUTIONS #65-#72

RESOLUTION # 65 OF 2026 — RESOLUTION OF THE TOWN OF ST. ARMAND TO DECLARE LEAD AGENCY STATUS PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REIVEW ACT (“SEQRA”) RELATIVE TO THE TOWN OF ST. ARMAND’S DRINKING WATER CAPITAL PROJECT

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

WHEREAS, the Town of St. Armand has proposed the planning and construction activities for the Drinking Water Capital Project (hereinafter, referred to as “Said Action”); and

WHEREAS, Said Action requires review under the New York State Environmental Quality Review Act (SEQRA), per 6NYCRR Part 617; and

WHEREAS, Said Action is classified as an Unlisted Action under SEQRA pursuant to 6NYCRR Part 617.4 and 617.5; and

WHEREAS, multiple agencies may have approval and/or funding authority over Said Action; and

WHEREAS, 6NYCRR Part 617.2(u) defines “Lead Agency” as, an involved agency principally responsible for undertaking funding or approving an action, and therefore responsible for determining whether an environmental impact statement is required in connection with the action, and for the preparation and filing of the statement if one is required;” and

WHEREAS, on July 23, 2026 the Town of St. Armand issued a Notice to Involved Agencies of its intent to establish itself as Lead Agency and that, pursuant to 6NYCRR Sections 617.6 (a)(3), (b)(3) and 617.7 (b)(3), (b)(4), the Town initiated a coordinated environmental review process of Said Action as an Unlisted Action under SEQRA and further intends to implement and complete all responsibilities of that office.

NOW, THEREFORE, BE IT RESOLVED by the St. Armand Town Board that the Town of St. Armand hereby declares itself Lead Agency, as defined in 6NYCRR Part 617.2(u), for the coordinated review of Said Action under the New York State Environmental Quality Review Act.

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE

Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

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Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 66 OF 2026 — RESOLUTION OF THE TOWN OF ST. ARMAND TO MAKE SEQRA DETERMINATION RELATIVE TO THE TOWN OF ST. ARMAND'S DRINKING WATER CAPITAL PROJECT

Councilperson Donna Whitelaw, who moved its adoption, offered the following Resolution:

WHEREAS, the Town of St. Armand has proposed planning and construction activities for a Drinking Water Capital Project (hereinafter, referred to as "Said Action"); and

WHEREAS, the Town has determined Said Action is an Unlisted Action pursuant to Article 8 of the New York Environmental Conservation Law and Title 6 of the New York Code of Rules and Regulations, Part 617, known as the New York State Environmental Quality Review Act (collectively, the "Regulations"); and

WHEREAS, the Town of St. Armand has conducted a coordinated review of Said Action with Involved Agencies and completed the Full Environmental Assessment Form for Said Action in compliance with the Regulations, and intends to comply with any permitting requirements necessary for the implementation of Said Action; and

WHEREAS, said review and assessment under SEQRA has resulted in a reasoned determination that Said Action will not result in adverse environmental impacts therefore, Said Action will not significantly impact the environment.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of St. Armand, in its role as Lead Agency, that a Negative Declaration for the proposed planning and construction of the Drinking Water Capital Project be issued in full compliance with the New York State Environmental Conservation Law and the New York State Environmental Quality Review Act.

This Resolution was duly seconded by Councilperson JP O'Neil, and adopted by Roll Call Vote as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

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Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 67 OF 2026 — RESOLUTION OF ORDER OF PUBLIC HEARING TO INTRODUCE LOCAL LAW NO. 5 OF 2026 ENTITLED "LOCAL LAW FOR FLOOD DAMAGE PREVENTION AS AUTHORIZED BY THE NEW YORK STATE CONSTITUTION, ARTICLE IX, SECTION 2, AND ENVIRONMENTAL CONSERVATION LAW, SECTION 36"

Councilperson Joseph Fisher, who moved its adoption, offered the following Resolution:
WHEREAS, at a regular meeting of the Town Board of the Town of St. Armand, Essex County, New York, held at the Town Hall, in Bloomingdale, New York, in said Town, on September 15, 2026, at _6:30___ o'clock P.M., Prevailing Time, and

WHEREAS, New York State Law requires a Public Hearing be conducted in order to introduce a Local Law, and

WHEREAS, the Town Board of the Town of St. Armand, Essex County, voted to conduct a Public Hearing in order to introduce Local Law No. 5, entitled, "Local Law for Flood Damage Prevention as Authorized by the New York State Constitution, Article IX, Section 2, and Environmental Conservation Law, Section 36".

THEREFORE, BE IT RESOLVED, the Town of St. Armand Town Board will meet at the St. Armand Town Hall, located at 1703 NYS Route 3, Bloomingdale, New York 12913, on the 20th day of October, 2026, at 6:30 PM for the purpose of conducting a Public Hearing on introducing Local Law No. 5.

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

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Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 68 OF 2026 RESOLUTION AUTHORIZING NATURAL BURIALS IN BROOKSIDE CEMETERY AND FRANKLIN FALLS CEMETERY AND ESTABLISHING REQUIREMENTS THEREFORE

Councilperson JP O'Neil, who moved its adoption, offer the following Resolution:

WHEREAS, the Town of St. Armand owns, operates, maintains, and/or has responsibility for cemetery property within the Town, including Brookside Cemetery and the portion of Franklin Falls Cemetery under the jurisdiction and maintenance responsibility of the Town of St. Armand; and

WHEREAS, the Town Board recognizes that individuals and families may desire natural or "green" burial practices that minimize the use of non-biodegradable materials, avoid unnecessary chemical preservation, and permit human remains to return to the earth through natural processes; and

WHEREAS, New York State law does not specifically define the term "natural burial" or "green burial," and the New York State Department of State, Division of Cemeteries, recommends that cemeteries wishing to offer natural burial establish rules defining natural burial and specifying the practices and materials that will be permitted; and

WHEREAS, New York State law does not generally require the embalming of human remains prior to burial, and New York State funeral regulations recognize direct burial arrangements that do not require embalming; and

WHEREAS, New York State does not generally require the use of a conventional casket, concrete burial vault, grave liner, or other outer interment receptacle as a condition of burial and recognizes the use of unfinished wooden boxes and alternative burial containers constructed of cardboard, pressed wood, composition materials, canvas, and other suitable materials; and

WHEREAS, New York State Public Health Law § 4201 governs the right to control the disposition of human remains and provides for the designation of an agent and an order of priority for persons authorized to control such disposition; and

WHEREAS, the Town Board desires to provide residents and families with the option of natural burial while ensuring that all interments are conducted safely, respectfully, and in accordance with applicable New York State and local laws and the rules and regulations of the Town; and

WHEREAS, there is no statewide New York State requirement establishing a specific depth for graves, and the Town Board therefore finds it appropriate to establish a minimum grave-depth requirement for natural burials conducted within cemeteries under the Town's jurisdiction; and

WHEREAS, the Town Board finds that permitting natural burials under the conditions established herein is consistent with the respectful and orderly operation and maintenance of Brookside Cemetery and Franklin Falls Cemetery;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby authorizes natural burials within Brookside Cemetery and within the portion of Franklin Falls Cemetery under the

jurisdiction and maintenance responsibility of the Town of St. Armand, subject to the provisions of this Resolution and any additional cemetery rules and regulations duly adopted by the Town; and be it further

DEFINITION OF NATURAL BURIAL

RESOLVED, that for purposes of the Town of St. Armand's cemetery operations, a Natural Burial shall mean the interment of intact human remains in a manner intended to permit natural decomposition and may include burial:

1. Without embalming, except where embalming or other preparation is required by applicable law or circumstances;
2. In a biodegradable casket, coffin, container, or unfinished wooden box;
3. In a biodegradable burial shroud;
4. Without a concrete or metal burial vault or grave liner; and
5. Using other biodegradable materials determined by the Town or its designated cemetery official to be appropriate for natural burial; and be it further

EMBALMING

RESOLVED, that the Town of St. Armand shall not require embalming solely as a condition of burial in Brookside Cemetery or Franklin Falls Cemetery when embalming is not otherwise required by applicable law; and be it further

CASKETS, CONTAINERS, VAULTS AND GRAVE LINERS

RESOLVED, that the Town shall not require a concrete burial vault, metal burial vault, grave liner, or other outer interment receptacle for a natural burial, provided that the burial otherwise complies with this Resolution, applicable law, and Town cemetery rules; and be it further

RESOLVED, that acceptable biodegradable burial containers may include, but are not necessarily limited to:

- Simple unfinished wooden or pine caskets or boxes;
- Wicker or other naturally woven burial containers;
- Cardboard, fiberboard, or other biodegradable containers;
- Natural-fiber burial shrouds; and
- Other biodegradable containers or materials approved by the Town or its designated cemetery official; and be it further

SIX-FOOT MINIMUM BURIAL DEPTH

RESOLVED, that all natural burials shall be placed in a grave having a minimum depth of six (6) feet, measured vertically from the finished grade at ground level to the bottom of the grave; and be it further

RESOLVED, that the six (6) foot minimum grave depth is hereby expressly established as a Town of St. Armand cemetery requirement for natural burials and shall apply regardless of whether the deceased is interred in a biodegradable casket, coffin, wooden box, wicker container, burial shroud, or other approved biodegradable burial container; and be it further

RESOLVED, that no natural burial shall be permitted in a grave having a depth of less than six (6) feet unless a different depth is required by applicable federal or New York State law or an appropriate governmental authority having jurisdiction; and be it further

REQUIRED DOCUMENTATION AND FUNERAL ARRANGEMENTS

RESOLVED, that all natural burials shall comply with applicable provisions of the New York State Public Health Law, including Public Health Law § 4201 concerning the disposition of human remains, applicable New York State regulations governing funeral directing and disposition, and all other applicable State and local requirements; and be it further

RESOLVED, that all required death certificates, burial or disposition permits, authorizations, and other documentation required by law shall be properly completed and provided prior to interment; and be it further

RESOLVED, that arrangements for the care, transportation, preparation, and burial of human remains shall be made through a duly licensed and registered New York State funeral director to the extent required by New York State law; and be it further

CEMETERY OPERATIONS

RESOLVED, that all natural burials shall be coordinated with and approved by the Town or its designated cemetery official prior to interment and shall comply with the Town's cemetery rules and regulations, including requirements concerning:

- Grave location and lot boundaries;
- Grave opening and closing;
- Burial depth;
- Approved biodegradable burial materials;
- Identification and documentation of burial locations;
- Monuments and markers;
- Plantings, flowers, and landscaping;
- Cemetery access;
- Maintenance and mowing;
- Fees for grave opening, closing, and other cemetery services; and
- Any other reasonable requirements necessary for the safe, respectful, and orderly operation of the cemetery; and be it further

DESIGNATED NATURAL BURIAL AREAS

RESOLVED, that the Town Board may designate a specific section, sections, lots, or plots within Brookside Cemetery and/or Franklin Falls Cemetery for natural burials if the Board determines that such designation is appropriate for cemetery operations, maintenance, recordkeeping, environmental considerations, or long-term cemetery planning; and be it further

MONUMENTS AND MARKERS

RESOLVED, that monuments and grave markers for natural burial plots shall be permitted subject to the rules and regulations of the applicable cemetery, and the Town Board may establish additional requirements concerning the size, type, placement, or materials of markers within any specifically designated natural burial section; and be it further

SETTLING AND MAINTENANCE OF NATURAL BURIAL GRAVES

RESOLVED, that the Town recognizes that natural burial graves without burial vaults or grave liners may experience greater settling of the soil than conventional graves, and the Town or its designated cemetery personnel are authorized to add soil, seed, grade, or otherwise maintain natural burial graves as reasonably necessary to maintain safe and appropriate cemetery grounds; and be it further

CONVENTIONAL BURIALS REMAIN PERMITTED

RESOLVED, that nothing contained in this Resolution shall prohibit an individual or family from selecting a conventional burial, including embalming, a conventional casket, burial vault, grave liner, monument, or other customary funeral or cemetery service where otherwise permitted; and be it further

AUTHORITY TO ADMINISTER POLICY

RESOLVED, that the Town Supervisor, Town Clerk, Cemetery Sexton, Highway Superintendent, and other appropriate Town officials and employees are hereby authorized to take such actions as may be reasonably necessary to implement this Resolution, coordinate natural burials with funeral directors and families, and maintain accurate cemetery and burial records; and be it further

RESOLVED, that the Town Board may from time to time adopt, amend, or supplement rules, regulations, fees, forms, and procedures governing natural burials in Brookside Cemetery and Franklin Falls Cemetery as necessary for cemetery administration, maintenance, public health and safety, environmental protection, and compliance with applicable law; and be it further

COMPLIANCE WITH LAW

RESOLVED, that nothing contained in this Resolution shall be construed as authorizing any burial or disposition practice prohibited by federal or New York State law, nor shall this Resolution waive any death certificate, burial permit, disposition authorization, public health, funeral-directing, recordkeeping, or other requirement imposed by applicable law; and be it further

RESOLVED, that in the event any provision of this Resolution conflicts with applicable federal or New York State law, the applicable law shall control without invalidating the remaining provisions of this Resolution; and

EFFECTIVE DATE

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon its adoption.

This Resolution was duly seconded by Councilperson Donna Whitelaw, and adopted by Roll Call vote as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

_____ Dated: September 15, 2026
Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 69 OF 2026

RESOLUTION IN THE MATTER OF THE INCREASE AND IMPROVEMENT OF THE FACILITIES OF WATER DISTRICT No. 1, AS EXTENDED IN THE TOWN OF ST. ARMAND, ESSEX COUNTY, NEW YORK
ORDER CALLING PUBLIC HEARING

At a regular meeting of the Town Board of the Town of St. Armand, Essex County, New York, held at the Town Hall, in Bloomingdale, New York, in said Town, on September 15, 2026, at _6:30___ o'clock P.M., Prevailing Time.

PRESENT:

_____
Supervisor Davina Thurston

_____
Deputy Supervisor Karl Law

_____
Councilman Donna Whitelaw

_____
Councilman JP O'Neil

_____
Councilman Joseph Fisher

Councilperson Joseph Fisher, who moved the adoption, offered the following Resolution:

PUBLIC HEARING
WHEREAS, the Town Board of the Town of St. Armand, Essex County, New York, has had under consideration the increase and improvement of the facilities of Water District No. 1, as extended in said Town (the "District"), including certain improvements to the Town's water treatment system, storage system, distribution system, and related facilities in and for the Town of St. Armand, Essex County, New York, together with original furnishings, equipment, machinery, apparatus, appurtenances, and site and incidental improvements in connection therewith; and
WHEREAS, the maximum estimated cost to said District of such increase and improvement of facilities is determined to be $10,239,705.22; and
WHEREAS, such cost shall be annually apportioned and assessed upon the several lots and parcels of land in the manner provided by law, in an amount sufficient to pay the principal and interest on said bonds as the same become due, but if not paid from such source, all the taxable real property in said Town shall be subject to the levy of ad valorem taxes without limitation as to rate or amount sufficient to pay the principal of and interest on said bonds as the same shall become due; and
WHEREAS, said capital project, as proposed, has been determined to be an Unlisted Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act ("SEQRA"), the implementation of which as proposed has been determined will not result in any significant environmental impact; and
WHEREAS, it is now desired to call a public hearing on said proposed increase and improvement and estimate of cost pursuant to Section 202 b of the Town Law; NOW, THEREFORE, BE IT
ORDERED, by the Town Board of the Town of St. Armand, Essex County, New York, as follows:
Section 1. A meeting of the Town Board of the Town of St. Armand, Essex County, New York, shall be held at the Town Hall, in Bloomingdale, New York, in said Town, on October 20, 2026, at 6:30 P.M., Prevailing Time, for the purpose of conducting a public hearing on the proposed increase and improvement of the facilities of Water District No. 1, as extended, in said Town, and the estimate of cost referred to in the

preambles hereof, at which time and place said Town Board will hear all persons interested in the subject thereof concerning the same.
Section 2. The Town Clerk is hereby authorized and directed to cause a notice of said public hearing to be published in the official newspaper of said Town, and posted in the manner prescribed by law, which notice shall be in substantially the form attached hereto as Exhibit A and hereby made a part hereof:
Section 3. This resolution shall take effect immediately.

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

_____
Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 70 OF 2026

TOWN OF ST. ARMAND TOWN BOARD
ACKNOWLEDGEMENT AND AUTHORIZATION FOR DISPOSAL OF TOWN OF ST. ARMAND RECORDS IN ACCORDANCE WITH THE NYS LGS-1 SCHEDULE 2020 PER ATTACHED CHARTS.

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

WHEREAS, the Town of St. Armand has adopted the most current Retention and Disposition Schedule for New York Local Government Records (LGS-1) 2020 issued pursuant to Article 57-1 of the Arts Cultural Affairs Law, and containing legal minimum retention periods for local government records, and

WHEREAS, through a review on May 1 – July 31, 2026 of records boxed and stored in the Records Room by the Records Management Officer, the following records have been identified for Disposition in accordance with the LGS-1 Sections as follows:

<u>Fiscal</u>

Box F19 - 001 General Vouchers: Jan.– Dec. 2019 #1 - 362	Destroy Date Schedule: 2026
Box F19 - 002 Highway Vouchers: Jan. – Dec. 2019 #1- 217	Destroy Date Schedule: 2026
Highway Outside Vouchers Jan.-Dec. 2019 # 1- 17	Destroy Date Schedule: 2026
Box F19 - 003 Water and Sewer Vouchers: Jan–Dec. 2019 #1- 194	Destroy Date Schedule: 2026
Box F19 - B Fund Vouchers: Jan.-Dec. 2019 #1– 11	Destroy Date Schedule: 2026
Box F19 - Fire Protection Vouchers: Jan - Dec. 2019 # 1- 5	Destroy Date Schedule: 2026
Box F19 - Rockledge Water Fund: Jan - Dec. 2019 # 1 – 7	Destroy Date Schedule: 2026
Box F19 - Trust and Agency Vouchers: Jan. - Dec. 2019 #1- 31	Destroy Date Schedule: 2026
Box F19 - I&I Study: Jan.- Dec. 2019 # 164	Destroy Date Schedule: 2026
Box F19 – Water Meter Initiative: Jan.-Dec. 2019 #1-2	Destroy Date Schedule: 2026
FY 2019 - Voucher Abstracts	Destroy Date Schedule: 2026
Box F19 - Subsidiary Payroll: (Jan.- Dec. 2019)	Destroy Date Schedule: 2026
Box F19 - Bank Reconciliations/Deposits/ 941's: Jan.– Dec. 2019	Destroy Date Schedule: 2026
Box F19 - Budget Preparation files (2019)	Destroy Date Schedule: 2026

<u>Town Clerk</u>

Box TC19-001 Town Clerk Official Records: Jan. – Dec. 2019 Board Meetings/Agendas/Supervisor Reports Departmental Monthly Reports	Destroy Date Schedule: 2026
Box TC19-002 Town Clerk Official Records: Jan – Dec. 2019 Budget Preparation Files, Dog Licenses, Monthly Town Clerk Reports	Destroy Date Schedule: 2026

<u>Taxation</u>

Box F19- Tax Collection Records Jan. – Dec. 2019	Destroy Date Schedule: 2026

<u>Water and Sewer</u>

Box W&S19 001: W&S billing, adjusts., accounts, 2019 Relevy	Destroy Date Schedule: 2026 Box

W&S19-002: W&S Payment summaries, stubs, Journal January – December 2019 — Destroy Date Schedule: 2026

THEREFORE, BE IT RESOLVED, the Board of the Town of St. Armand authorizes disposition of the records listed above by the Records Management Officer in a timely manner. The on-site shredding will be provided by Adirondack Mobile Shredding.

This Resolution was seconded by Councilperson Donna Whitelaw, and approved by Roll Call Vote as follows:

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

_____
Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 71 OF 2026 — RESOLUTION TO HIRE KATHLEEN LYNCH LEWIS, AKA KATE LEWIS, AS TOWN CLERK IN TRAINING

Councilperson Donna Whitelaw, who moved its adoption, offered the following Resolution:

WHEREAS, the Town of St. Armand has received the resignation of Alexandra Amell from the position of Town Clerk, resulting in a vacancy in the office; and

WHEREAS, the Town Board recognizes the importance of maintaining continuity in the operations of the Town Clerk's Office and ensuring that an individual is properly trained in the duties, responsibilities, procedures, and recordkeeping requirements of the office; and

WHEREAS, Barbara Darrah is currently serving as Town Clerk and has the knowledge and experience necessary to provide training and instruction in the duties and responsibilities associated with the Town Clerk's Office; and

WHEREAS, the Town Board desires to hire Kathleen Lynch Lewis, aka Kate Lewis, as Town Clerk in Training, effective September 16, 2026, at an hourly rate of $21.00 per hour, with Barbara Darrah providing training and instruction;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of St. Armand hereby authorizes the hiring of Kathleen Lynch Lewis, aka Kate Lewis, as Town Clerk in Training, effective September 16, 2026, at an hourly rate of $21.00 per hour; and

BE IT FURTHER RESOLVED, that Town Clerk Barbara Darrah is authorized to train Kathleen Lynch Lewis in the duties, procedures, records, responsibilities, and day-to-day operations of the Town Clerk's Office; and

BE IT FURTHER RESOLVED, that Kathleen Lynch Lewis's service as Town Clerk in Training is for training and transitional purposes and shall not, by itself, constitute an appointment to the vacant elective office of Town Clerk unless and until such appointment is separately authorized by the Town Board in accordance with applicable New York State law; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

_____
Barbara J. Darrah
St. Armand Town Clerk

RESOLUTION # 72 OF 2026 RESOLUTION TO COMMENCE UNSAFE STRUCTURE PROCEEDINGS AT 31 MATTHEW WAY, BLOOMINGDALE, NEW YORK

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

WHEREAS, the Town of St. Armand has adopted Local Law No. 2 of 2020 providing for the repair or removal of unsafe buildings and collapsed structures; and

WHEREAS, the property at 31 Matthew Way, Bloomingdale, New York 12913, Tax Map No. 13.64-1-14.000, is identified in Town records as being owned by Greg Dennin, with Jenny Sovey identified as tenant/occupant; and

WHEREAS, Code Enforcement Officer Rodger Tompkins inspected the property on or about June 11, 2026 and identified property-maintenance, structural, sanitation, and life-safety violations, resulting in Formal Violation Notice – Residence Unfit for Human Habitation, Case No. CV-2026-006; and

WHEREAS, the violations included a garage/accessory structure with a caved-in roof, deficiencies in the roof of the mobile home/residence, deficient handrails, deficiencies involving emergency escape and rescue openings, accumulations of rubbish and debris, and interior conditions affecting safe access and emergency egress; and

WHEREAS, Greg Dennin has not completed the required building and structural corrections; and

WHEREAS, tenant Jenny Sovey has undertaken some cleanup, but such cleanup has not corrected the outstanding building and structural deficiencies; and

WHEREAS, Rodger Tompkins re-inspected the property on September 2, 2026 and determined that the outstanding building and structural conditions had not been corrected and recommended that the Town proceed under Local Law No. 2 of 2020; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board determines that sufficient cause exists to commence proceedings pursuant to Local Law No. 2 of 2020 concerning the property at 31 Matthew Way; and

BE IT FURTHER RESOLVED, that the Board finds the garage/accessory structure requires repair to applicable code standards or demolition and removal, as appropriate;

BE IT FURTHER RESOLVED, that the mobile home/residence contains outstanding building and life-safety deficiencies requiring correction, including roof deficiencies, handrails, safe access and egress, and required emergency escape and rescue openings;

BE IT FURTHER RESOLVED, that a Notice of Unsafe or Dangerous Building and Notice of Public Hearing shall be issued and served upon all persons entitled to notice in the manner required by Local Law No. 2 of 2020;

BE IT FURTHER RESOLVED, that a Public Hearing shall be held on October 21, 2026, at 5:30 pm at the Town of St. Armand Town Hall, 1702 NYS Route 3, Bloomingdale, New York, for the purpose of receiving testimony and evidence and providing interested persons an opportunity to be heard; and

BE IT FURTHER RESOLVED, that Code Enforcement Officer Rodger Tompkins is authorized to execute the enforcement notice and related Code Enforcement documents necessary to carry out this Resolution, subject to the requirements of Local Law No. 2 of 2020.

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

Dated: September 15, 2026

_____
Barbara J. Darrah
St. Armand Town Clerk

Motion to approve monthly payments for September 2026 made by Councilperson Joseph Fisher:

General Vouchers # 215 - # 244 in the amount of $ 248,520.56

Trust and Agency Voucher # 16 in the amount of $198.00

Highway Vouchers # 112 - # 125 in the amount of $ 9,348.88

Water & Sewer Vouchers # 115 - # 125 in the amount of $ 6,110.30

General B Fund Vouchers # 7 - 11 in the amount of $ 921.80

PFOA Project Voucher # 3 in the amount of $ 2,535.00

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

Supervisor Davina Thurston	AYE
Deputy Supervisor Karl Law	AYE
Councilperson Donna Whitelaw	AYE
Councilperson JP O'Neil	AYE
Councilperson Joseph Fisher	AYE

_____ Dated: September 15, 2026

Barbara J. Darrah
St. Armand Town Clerk

Supervisor Thurston presented the Supervisor's Report for August 2026, which had previously been emailed to the Town Board for review. Councilperson Donna Whitelaw made a motion to accept the August 2026 Supervisor's Report. Councilperson J.P. O'Neil seconded the motion. All in favor. Motion carried.

Supervisor Thurston presented the minutes of the August 18, 2026 Regular Town Board Meeting and the September 1, 2026 Public Hearing, which had previously been emailed to the Town Board for review. Councilperson J.P. O'Neil made a motion to approve the minutes as presented. Deputy Supervisor Karl Law seconded the motion. All in favor. Motion carried.

Town Clerk Barbara Darrah presented the Town Clerk's reports for July and August 2026, noting that an extension had previously been requested for the outstanding reports.

For July 2026, a total of $35.00 was collected. Of that amount, $30.00 was remitted to the Town Supervisor for the General A Fund and $5.00 was remitted to the New York State Department of Agriculture and Markets. For August 2026, collections totaled $107.00, consisting of $35.00 for dog licenses, $50.00 for death certificates and $22.00 for genealogy services. Of the total collected, $102.00 was remitted to the Town Supervisor and $5.00 was remitted to the New York State Department of Agriculture and Markets.

Supervisor Thurston asked whether there were any questions regarding the Town Clerk's reports. There were no questions. Councilperson Donna Whitelaw made a motion to approve the Town Clerk's reports. Deputy Supervisor Karl Law seconded the motion. All in favor. Motion carried.

OLD BUSINESS

New York Plays – Pavilion/Playground Grant

Supervisor Thurston reported that the Town had not yet received notification regarding the New York Plays Pavilion/Playground Grant. Award determinations had not yet been finalized, and the Town was continuing to await a decision.

Veterans Memorial Park Banner –
Supervisor Thurston provided an update regarding the Veterans Memorial Park banner. She reported that she had contacted Brian Goetz earlier that day regarding its status. Mr. Goetz advised that he had produced a smaller banner after determining that the originally proposed 4-foot by 50-foot banner did not fit the angled fence appropriately. The revised banner was designed to fit closer to the Veterans Memorial without covering the entire fence. The banner had been completed with grommets and was expected to be delivered the following day. Supervisor Thurston expressed appreciation to Mr. Goetz and noted that the Town anticipated having the banner installed in time for Veterans Day.

West Main Street Engineering Planning Grant -
Supervisor Thurston reported that the Town had not yet received notification regarding the West Main Street Engineering Planning Grant and was continuing to await a determination.

Whiteface Lane Survey -
Supervisor Thurston reported that the Whiteface Lane survey had been completed and reviewed the survey with the Town Board. The survey confirmed that the proposed garage footprint on Judy Gruber's property did not meet the required setback from the surveyed boundary. The proposed location was approximately three feet from one of the surveyed boundary markers rather than the required ten feet. The property owner/contractor was advised that the garage footprint needed to be relocated, and they agreed to move it accordingly.
The survey also identified a setback issue involving another residence near the end of Whiteface Lane. Although the structure did not meet the anticipated ten-foot setback from the surveyed line, the survey confirmed that the structure was not located within the roadway. Supervisor Thurston stated that no further Town action was necessary regarding that structure.

Supervisor Thurston noted that she and Councilperson Donna Whitelaw had previously visited the area and reviewed the locations of concern. Following completion and marking of the survey, the Town was satisfied that the roadway boundaries had been clarified and that the proposed garage location would be corrected.

Budget Work Sessions -
Supervisor Thurston reminded the Town Board of the upcoming 2027 Budget Work Sessions, scheduled as follows:

- October 7, 2026 at 5:30 p.m.
- October 15, 2026 at 5:30 p.m.
- October 20, 2026 at 5:30 p.m., with the Regular Town Board Meeting at 6:30 p.m.

Supervisor Thurston noted that a Public Hearing would also be held in conjunction with the October 20 meeting schedule.

Additional Essex County Sales Tax Revenue –

Supervisor Thurston reported that Essex County had received a surplus of sales tax revenue totaling more than $2.7 million, resulting from a prior-year adjustment identified through a New York State audit. Essex County approved the distribution of the additional revenue among the County and participating towns. The Town of St. Armand's share will be $65,520.38. Supervisor Thurston explained that the funds are to be used for purposes such as capital expenditures or grant matching funds, rather than for recurring operating expenses.

Supervisor Thurston reported that Wastewater Superintendent Josh Woodruff had requested the purchase of a pump costing approximately $3,800 for use at the Wastewater Treatment Facility. The pump would allow him to manually transfer sludge during the winter months when the existing line to the reed beds cannot be used due to its shallow depth. Currently, sludge must be returned to the lagoon during the winter, resulting in repeated recirculation, increased workload on the blowers, and potential impacts on phosphorus levels. Supervisor Thurston stated that the pump could qualify as a capital purchase and would improve winter operations at the Wastewater Treatment Facility. She further proposed that, after purchasing the pump, the remaining additional sales tax revenue be earmarked as the Town's local match for the DEC Disinfection Project. Using the funds for the grant match would reduce the amount that ultimately needs to be financed and repaid by Wastewater District residents. Because the exact cost of the pump had not yet been confirmed, Supervisor Thurston recommended waiting until the following month to adopt a resolution formally allocating the funds between the pump purchase and the Disinfection Project grant match.

Bloomingdale Water District Well Field Grant -

Bookkeeper/Deputy Town Clerk Nancy Heath reported that the Town had received the remaining State reimbursement associated with the Bloomingdale Water District well field property purchase. The reimbursement included approximately $300,000.00 in total. Supervisor Thurston reported that, with receipt of these funds, the well field property purchase and associated grant project are complete, subject to the final grant audit. The Board discussed the significance of the Town now owning the property containing the well field and thanked those involved for their work in completing the acquisition. Supervisor Thurston also noted that Town ownership of the property was important to the Town's eligibility for subsequent funding opportunities related to improvements at the well field.

Bloomingdale Volunteer Fire Department Auxiliary Fundraisers –

The Bloomingdale Volunteer Fire Department Auxiliary will host its annual Harvest Dinner on October 16, 2026, at the Bloomingdale Firehouse. Takeout will begin at 4:00 p.m., with the dinner beginning at 4:30 p.m.

A ticket auction will also be held in conjunction with the Harvest Dinner. Supervisor Thurston reported that proceeds from Touch-a-Truck event and the Harvest Dinner are specifically earmarked for the purchase of dress uniforms for firefighters to wear at funerals, ceremonies and other official events for Bloomingdale Volunteer Fire Department members. She noted that dress uniforms are costly and are often purchased by individual firefighters. With several newer members of the Department, the Auxiliary chose to dedicate the proceeds from these fundraisers toward helping provide appropriate uniforms for the Department's members.

Town-Wide Halloween Decorating Contest –

Supervisor Thurston presented the flyer and application for the Town's upcoming Town-Wide Halloween Decorating Contest, which had previously been approved by the Town Board. Applications must be submitted by October 22, 2026, and winners will be announced on October 27, 2026. The application and contest information will also be posted online. Supervisor Thurston encouraged residents throughout the Town to participate and help decorate the community for Halloween.

Turkey Dinner Basket Raffle -

Supervisor Thurston also announced the Bloomingdale Volunteer Fire Department Auxiliary's annual Turkey Dinner Basket Raffle. The raffle features a large collection of items assembled by the Auxiliary, with all items awarded as part of one drawing. Raffle tickets are $5.00 each and are available from Auxiliary members. Proceeds from the raffle will also be used toward the purchase of dress uniforms for Bloomingdale Volunteer Fire Department members.

Town-Wide Holiday Decorating Contest –

Supervisor Thurston presented the flyer and application for the upcoming Town-Wide Holiday Decorating Contest. She encouraged residents to participate and noted that the contest provides an opportunity for residents throughout the Town to decorate their homes and properties for the holiday season.

QUESTIONS, COMMENTS AND CONCERNS

Supervisor Thurston opened the floor for questions, comments and concerns from those attending both in person and remotely. A positive comment was shared regarding recent work completed by the Highway Department, including ditching and culvert work. The resident expressed appreciation and satisfaction with the work performed. The Board acknowledged the Highway Department employees for their efforts. No additional questions, comments, or concerns were presented.

EXECUTIVE SESSION

At 7:30 p.m., Supervisor Thurston stated that an Executive Session was necessary to discuss union and personnel matters. Councilperson J.P. O'Neil made a motion to enter Executive Session at 7:30 pm. Deputy Supervisor Karl Law seconded the motion. All in favor. Motion carried.

MOTION TO END EXECUTIVE SESSION made by Councilperson JP O'Neil at 8:05 pm, seconded by Councilperson Donna Whitelaw. All approved, motion carried.

MOTION TO ADJOURN REGULAR BOARD MEETING made by Councilperson Joseph Fisher at 8:06 pm, seconded by Councilperson Donna Whitelaw. All in favor, meeting adjourned.

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 Public Hearing and Regular Board Meeting held on the above-referenced date.

Dated: September 15, 2026

_____

Barbara J. Darrah
St. Armand Town Clerk