

**Village of Champlain  
Village Board Meeting  
February 10, 2020**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, February 10<sup>th</sup>, 2020 at the Village Office, 11104 Route 9, Champlain, New York.

**MEETING CALLED TO ORDER & ROLL CALL**

Mayor McFetridge called the meeting to order at 6:30 p.m. Present were Mayor McFetridge, Trustees Thomas Trombley, Nicci Molinski, Kim Trombley and Amy Gehrig, Supt. Jolicoeur, Clerk/Treasurer Munoz and Secretary Sousa. Also present was Paul Gehrig.

**APPROVAL OF MINUTES**

A motion was made by Trustee Thomas Trombley and seconded by Trustee Molinski to approve minutes of the January 13<sup>th</sup> Board Meeting. All members present voted aye. Carried.

A motion was made by Trustee Kim Trombley and seconded by Trustee Thomas Trombley to approve the minutes of the January 22<sup>nd</sup> Special Board meeting. Trustee Molinski and Trustee Gehrig abstained. All other members present voted aye. Motion carried.

**PRESENTATION OF PETITIONS, COMMUNICATIONS AND GENERAL QUESTION PERIOD FOR MEMBERS OF THE COMMUNITY**

Paul Gehrig was here on behalf of the library. He reported the following events from the past year:

- 2 Paint and Sip/Socialize fundraisers
- “Snow Days” w/children’s activities
- Pi Day on March 14<sup>th</sup>
- Women’s History Tea with reenactments & stories of local women.
- Pictures with the Easter Bunny
- Village Fest participation
- Trunk or Treat
- Story Hours
- Library Crawl

Events coming up:

- Snow Days during winter break
- Pi Day: March 14<sup>th</sup>
- Women’s History Tea: March 28<sup>th</sup>
- Visit from the Easter Bunny: April 4th
- Spring Fever: Week of April 13<sup>th</sup>
- Community Spring Cleanup Day
- Library Crawl
- Story Hours
- In the works: Traveling Salmon Display, Tech Night, Trivia Night.

Mr. Gehrig thanked the board for their continued support. There are increased expenses in our district due to the new fire station and the NCCS school project, but he asked that we consider

increasing our contribution if possible. They have had several fundraisers in the past year including the Paint & Socialize, pictures with the Easter Bunny, Raffles and the Christmas Decoration sale.

## **REPORT FROM CODES ENFORCEMENT OFFICER**

Codes Enforcement Officer Tetreault provided the following report:

### January 2020

- Issued Pole Barn permit to Jeff Morelock
- Sent letter to JFP regarding St. Mary's project
- Answered inquiry from Nick Roach regarding single-wide mobile home within village.
- Sent zoning maps to Ann-Marie Throbeau per request.
- Met with contractor for renovation to mobile home on Cane Street.
- Researched old mobile home located on Spruce Street. It has not been inhabited since approx 2016. Sent letter to owner demanding removal, currently awaiting advice from Village Attorney.
- Received call from owner of mobile home. Claims he lives in it once a year: not willing to remove mobile home. More to come.
- Completed annual 1203 report to DOS.
- Researched properties on Route 9 and Church Street for possible use as "Billing Office" for local business, use of which is not allowed within this zone.
- Answered request from Mike Thibodeau for allowed uses in DMU.
- Sent letter to Matt Loughan concerning apartment permits and required inspections.
- Answered request on potential purchase of two properties located within DMU on use of ground floor for apartment units.
- Met with owner of structure destroyed by fire. Currently awaiting results from asbestos testing prior to demolition and removal of structure.

## **REPORT FROM THE MAYOR**

Mayor McFetridge reported the following:

Good evening and welcome to the Village of Champlain February Board meeting. We had quite a snowstorm this past Friday which kept the DPW crew very busy keeping the streets and sidewalks cleared. Thanks to all of them for their long hours plowing.

Much of my work in the past month has been working on grants to fund important upgrades in the village. Allow me a few minutes to explain what I am hoping to obtain. New York State is requiring that we install a disinfection system at the wastewater treatment plant by 2023. This process means that we first have to have an engineering study for which we have received a grant of \$20,750. Once this study is completed, we will request a grant for the payment of the construction of the disinfection system. We are well aware that several of our water lines need to be replaced. I have applied for a grant to take the first step in getting this accomplished. We will know soon if this will be awarded and then we can begin the longer process of finding the money for the actual replacement. And finally, we desperately need a new snowplow. I have been working with USDA to fund a portion of this cost which will be added to

money that we have set aside for this purchase. We should know by mid-March whether we will be awarded this amount.

Although we are a small municipality, we still have essential infrastructure and equipment that has to be maintained, repaired or replaced. All of us are working for you, the citizens and taxpayers, to ensure that the Village of Champlain is a safe and affordable place to live. I will continue to look for ways to bring in grants, improve services, and create opportunities as we look toward the future. Together, we can move forward.

## **REPORT FROM TRUSTEES**

### Trustee Gehrig

Trustee Gehrig reported that she applied for the Stewarts Grant with 2 options submitted. An obstacle course focusing on teenagers and Volleyball equipment for use in the park. Grants are awarded mid-March.

### Trustee Thomas Trombley

The Water Board has met January 29<sup>th</sup> and February 6<sup>th</sup>. The goal is to get the metrics that they want data on. They are awaiting spreadsheets for their next meeting.

The Champlain K of C is hosting a Blood Drive on February 17<sup>th</sup> from 3-7 pm at 3 Oak Street.

### Trustee Nicci Molinski

Trustee Molinski reported that the Feb. 2<sup>nd</sup> Cooking Class was very successful with 20 children there. There will be winter break activities next week:

Feb. 18<sup>th</sup> 1-3pm Story Hour for elementary age kids

Feb. 19<sup>th</sup> 4-6 pm Teen meetup at the library for those aged 12+. She would like to set up a teen book club, have game night at the library, and start volunteer work.

Feb. 20<sup>th</sup> 1-3 pm Game Day at the library: all ages are welcome.

### Trustee Kim Trombley

Trustee Trombley reported that she had requested a quote from EZ Docks for a railing around the deck. Their guess is around \$12.50/linear foot, or about \$500.00.

AARP has been updated with invoices on orders.

Trustees Tom and Kim Trombley have been working with Modern Mechanical. John Trombley is concerned that the foundation for the gangway they are making will not be strong enough. We will look at the location and how much concrete might be needed in the spring and they hope to have the kayak launch in by mid-May

Trustee Kim Trombley would like to make sure we recognize Modern Mechanical for all the work they are doing for us. She would also like to reach out to see if there are any organizations that would offer kayaks to rent here. Discussion followed.

It was suggested that we have an earlier Village Fest to kick off the new kayak launch. Discussion followed. The board will bring their ideas to the next village board meeting.

## **REPORT FROM CLERK/TREASURER MUNOZ**

The board has been provided the Expense and Revenue Report for January 2020.

Transfer

|       |         |                             |          |
|-------|---------|-----------------------------|----------|
| From: | F8389.4 | Water Other                 | \$15,000 |
| To:   | F8340.1 | Transmission & Distribution | \$15,000 |

Transfer is need for personnel costs.

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve this transfer. All members voted aye. Carried.

**PRESENTATION OF WARRANT AND PAYMENT**

There are additional invoices to the warrant in the amount of \$5,736.12 for a total warrant of \$44,662.55.

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the warrant with additional invoices for a total of \$44,662.55.

Roll call vote as follows:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Thomas Trombley | Aye |
| Trustee Gehrig          | Aye |
| Mayor McFetridge        | Aye |

Motion carried.

**REPORT FROM THE SUPERINTENDANT**

Supt Jolicoeur reported the following for January:

- They have been busy dealing with a lot of storms with snow, rain and ice. Many of these storms seem to be on nights and weekends.
- They mixed the rest of the salt and sand and partially filled our shed. Supt. Jolicoeur will be ordering another load of salt so that we have enough for sidewalks and streets.
- We had to dig for two breaks on Rt. 9 near the phone company. This was during and possibly due to a structure fire at 11167 Rt.9, which drew a lot of water through the lines.
- There are some equipment issues at the WWTP: Once side of the clarifier had to be pumped to the opposite side because the drain is plugged. We had to remove some chain links to tighten chain and grease bearings. Some of the bearings are seized and this will have to be drained again when the weather is warmer and both sides of main collectors will have to be rebuilt. Once we can drain and wash down, we will get prices on what is needed to rebuild the main drives and will need to replace main chains and fiberglass flights just as we did with the cross-collectors. The new DO Probes and blowers have given us some issues and I am currently working on trying to resolve these issues. The pump at the headworks was fixed and reinstalled and is working.

- The water filtration skid has had a few problems which causes it to shut down, so it must be reset. He is currently troubleshooting this issue. We need to change out the tubing for all pumps and clean and change some fittings. There is some general maintenance to do.
- We did monthly water reads with many high readings to check into. A few pressure reducers that were not opening properly had to be changed out.
- Maintenance including replaced muffler on the sewer jetter as it was rotted off. The swivel on the hose reel was worn out and broken. He got a jetter for parts from the Town of Plattsburgh and used the swivel from it. He is hoping to be able to swap the pump from that unit to ours because ours leaks.
- The thumb mount on the backhoe needs to be replaced because it broke during our last water main break. The batteries would not stay charged and had to be boosted whenever we needed to use it, so Supt. Jolicoeur purchased two new batteries.
- The new blades and springs for the V Plow were installed and it is back in service.

Superintendent Jolicoeur offered several reminders for Village residents:

- Do not leave cars on streets. If you see us cleaning your street, please try and move your car or it may have snow packed around it and you will have trouble getting out.
- Make sure you close the door on your mailbox. If it is left open it may be broken from heavy snow entering the box. When possible, keep the snow cleaned in front of your mailbox. If we do not have to clean close to your mailbox, there is less chance of it getting hit.
- Please do not leave your trash cans on the sidewalk or on the edge of the roadway. If there is a storm, we do not have time to get out and move them. Once your cans are empty, pull your cans back.
- When we get a lot of snow, we have to push banks back before they freeze. If you clean the snow back from the right hand side of your driveway, you will have less snow pushed back in the driveway when the plow goes by.
- Please do not put your snow in the streets with a plow or a snow blower.

#### Purchase Requisition

At the last water break, the thumb mount on the Case loader was damaged. The part can only be purchased through a Case dealer. There is a 3-4 week lead time. Supt. Jolicoeur can try to get another quote for another Case dealer further away, but would like to get it installed local instead of taking it to the dealer.

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve up to \$1,340.20 along with a second quote for a thumb mount for the Case loader.

Roll call vote:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Thomas Trombley | Aye |
| Trustee Gehrig          | Aye |

Mayor McFetridge Aye  
Motion carried.

**CORRESPONDENCE**

1. Corresp. From Codes Officer Tetreault to Matt Loughan
2. JCEO Monthly Report for January
3. Corresp from Codes Officer Tetreault to Matt Loughan

**NEW BUSINESS**

1. Resolution #1 of 2020 Designating Mayor to execute NYS EFC Grant

Roll call vote to accept:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Gehrig          | Aye |
| Trustee Thomas Trombley | Aye |
| Mayor McFetridge        | Aye |

Carried.

2. Resolution #2 of 2020 Authorizing local match

Roll call vote to accept:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Gehrig          | Aye |
| Trustee Thomas Trombley | Aye |
| Mayor McFetridge        | Aye |

Carried

3. Resolution #3 of 2020 Determination of Type II under SEQR

Roll Call Vote to Accept:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Gehrig          | Aye |
| Trustee Thomas Trombley | Aye |
| Mayor McFetridge        | Aye |

Carried

4. Resolution #4 of 2020 Requesting amendments to NYS Criminal Justice reforms

Roll Call Vote to Accept:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Gehrig          | Aye |
| Trustee Thomas Trombley | Aye |
| Mayor McFetridge        | Aye |

Carried.

5. USDA Grant/Loan for snowplow

Mayor McFetridge has been working with Renee out of Canton for the USDA Grant for the snowplow. She has submitted all forms for the grant. The snowplow will cost approximately \$190,000. We have \$120,000 in reserves. We will not get a grant unless we apply for a grant and a loan, so we are going to apply for a grant/loan of \$74,000. It was clear that we would not be funded with a grant only. Mayor McFetridge and Clerk/Treasurer Munoz have been talking about getting a bond.

Clerk/Treasurer Munoz said that, in addition to a snowplow, we have vehicles/equipment sitting out in the elements and that we need a covered building or pole barn to store the vehicles/equipment. We can look at the cost of a building (approx. \$50,000) and the remainder of the snowplow (\$74,000) and finance it with a bond of \$125,000 over a 5 year period.

Mayor McFetridge said that we will most probably get a grant for the snowplow, so we would not need to finance the full \$74,000. She guesses we will get about \$30,000 and would only need a bond for \$44,000 plus the cost of a covered building. If we get a \$50,000 grant, we would only need to fund \$24,000. We can pay the loan off early with extra payments or with savings.

MM Our equipment is wearing out and rusting out. If we want to get this building, this would be the time to add it to the bond. Planning for the long term of 3-5 years ahead, this will help protect the equipment that we have.

Trustee Gehrig asked about the cost of getting a bond. Clerk/Treasurer said it would probably be several thousand dollars because we have to go through bond council. She asked about the interest rates for a bond. Clerk/Treasurer Munoz said that we need to get 3 bank quotes which we send to bond council for their recommendation.

Mayor McFetridge said that if we don't do this now, we need to make a plan to put money aside for it (covered building). We will know more about the grant and loan next month.

Sexual Harassment Training

Mayor McFetridge reminded the board that they must complete their annual sexual harassment training and to get back to Mary Sousa with the dates and times they will be able to attend.

Vacuum Cleaner

We are in need of a new vacuum cleaner. It was recommended that we get a good commercial vacuum.

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the expenditure of up to \$750 for the purchase of a new vacuum cleaner. Roll call vote:

|                         |     |
|-------------------------|-----|
| Trustee Kim Trombley    | Aye |
| Trustee Molinski        | Aye |
| Trustee Gehrig          | Aye |
| Trustee Thomas Trombley | Aye |
| Mayor McFetridge        | Aye |

Motion carried.

**OLD BUSINESS**

Contamination Cleanup

Nothing New

Snow Plow

Has been addressed earlier in the meeting.

Budget Workshop

A Budget workshop has been scheduled for Monday, February 24<sup>th</sup> at 6:00 p.m.

Trustee Thomas Trombley reported that the Water Board would like a tour of the Water Plant at some point. Supt. Jolicoeur will figure out a good time to do that.

**ADJOURNMENT**

There being no further business before this board, at 8:02 pm a motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to adjourn. All members voted aye. Carried. 2/17/2020  
*Mary Sousa*