

**Village of Champlain
Village Board Meeting
April 3, 2023**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, April 3, 2023 at the Village Office, 11104 Route 9, Champlain, New York.

SWEARING IN OF NEW OFFICERS

Newly elected Mayor McFetridge and Trustees Nicole Molinski and Kim Trombley were sworn into office by Clerk/Treasurer Munoz.

MEETING CALLED TO ORDER & ROLL CALL

Mayor McFetridge called the meeting to order at 6:34 p.m. Present were Mayor McFetridge, Trustees Trombley, Molinski, Conner & Herzog, Clerk/Treasurer Munoz and Supt. Jolicoeur.

APPROVAL OF MINUTES

Motion by Trustee Conner, seconded by Trustee Herzog to approve the minutes of the March 13th 2023 Regular Board Meeting. Trustee Molinski abstained All other members present voted aye. Motion carried.

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

No one was present from the community this evening

ORGANIZATIONAL MEETING

April 3, 2023

MAYOR'S APPOINTMENTS

The following appointments were offered by Mayor McFetridge:

- A. Thomas Murnane be and is hereby appointed Village Attorney for a term of one year expiring on April 1, 2024, at the retainer set by annual budget appropriation.
- B. Mary Spring be and is hereby appointed Deputy Clerk for a term of one year expiring on April 1, 2024, at the salary set by annual budget appropriation.
- C. Michael Jolicoeur be and is hereby appointed Superintendent of Public Works for a term of one year expiring April 1, 2024, at the salary set by annual budget appropriation.
- D. Chris Matott be and is hereby appointed Fire/Building Codes & Zoning Enforcement Officer for a term of one year expiring April 1, 2024, at the salary set by annual budget appropriation.
- E. Juanita Munoz be and is hereby appointed Records Access Manager for a term of one year expiring April 1, 2024, at no salary.
- F. Juanita Munoz be and hereby appoint Clerk/Treasurer for a term of two years expiring April 1, 2024 at the salary set by annual budget appropriation.
- G. Mary Spring be and is hereby appointed Registrar of Vital Statistics for a term of one year expiring April 1, 2024, at the salary set by annual budget appropriation.
- H. Joanne Ryan is hereby appointed to the Planning Board for a term of five years expiring April 3, 2028.

Motion to accept these appointments: Trustee Trombley

Seconded by: Trustee Conner

All members voted aye. Motion carried.

MAYOR'S COMMITTEE APPOINTMENTS/DESIGNATIONS

April 3, 2023 TO APRIL 1, 2024

The following appointments were offered by Mayor McFetridge:

- | | |
|--|------------------------------------|
| A. Deputy Mayor | Charles Conner |
| B. Water & Sewer Commissioner
Deputy Commissioner | Kim Trombley
Charles Conner |
| C. Streets/Sidewalk Commissioner
Deputy Commissioner | Kim Trombley
Nicci Molinski |
| D. Equipment/Tool Commissioner
Deputy Commissioner | Charles Conner
Joel Herzog |
| E. Building/Property Commissioner
Deputy Commissioner | Joel Herzog
Charles Conner |
| F. Parks/Recreation Commissioner
Deputy Commissioner | Nicci Molinski
Joel Herzog |
| G. Personnel Commissioner
Deputy Commissioner | Kim Trombley
Nicci Molinski |
| H. Harassment Committee Member
Harassment Committee Member | Joel Herzog
Kim Trombley |
| I. Shared Services Commissioner
Deputy Commissioner | Joel Herzog
Nicci Molinski |
| J. Insurance Commissioner | Kim Trombley |
| K. Planning Board Liaison | Charles Conner |
| L. Zoning Board Liaison | Janet McFetridge |
| M. Champlain Fire District Liaison | Janet McFetridge |
| N. Chairperson of the Zoning Board of Appeals
Vice-Chairperson of the ZBA | Peter Visconti
Julie Gallagher |
| O. Chairperson of the Planning Board
Vice-Chairperson of the Planning Board | Thomas Ryan
Sue Lefebvre |
| P. Budget Officer | Janet McFetridge |
| Q. Recreation Committee | Janet McFetridge
Nicci Molinski |

Motion to accept these appointments: Trustee Molinski

Seconded by: Trustee Herzog

All members voted aye. Motion carried.

BOARD APPOINTMENTS

The following appointments were offered by the Board of Trustees.

- A) Claire Clark and Marie Dupee be and are hereby appointed Inspectors of Election for a term of one year expiring April 1, 2024 at the salary set by annual budget appropriation, with Marie Dupee as chairperson.
- B) Beverly Maynard be and is hereby appointed Village Historian for a term of one year expiring April 1, 2024, at the salary set by annual budget appropriation.

Motion to approve these appointments: Trustee Conner
 Seconded by: Trustee Trombley
 All members voted aye. Motion carried.

BOARD DESIGNATIONS

OFFICIAL NEWSPAPER

The Press-Republican, Plattsburgh, NY be and hereby designated the official newspapers of the Village of Champlain during the year April 3, 2023 through April 1, 2024.

Motion to approve this designation: Trustee Molinski
 Seconded by: Trustee Herzog
 All members voted aye. Motion carried.

VILLAGE BOARD MEETING SCHEDULE

The following dates be and are hereby designated as the official meeting nights of the Village of Champlain Board of Trustees during the year April 3, 2023 through April 1, 2024 and the time being at 6:30 p.m. at the Village Office, 11104 Rt. 9, Champlain NY:

May 8, 2023	November 13, 2023
June 12, 2023	December 11, 2023
July 10, 2023	January 8, 2024
August 14, 2023	February 12, 2024
September 11, 2023	March 11,, 2024
October 16, 2023	April 1, 2024

Further, a copy of said resolution be forwarded to the news media and others having an interest in said meetings and requesting copies thereof, thereby officially notifying the public, as required by law and in meeting the obligations of the Freedom of Information Act. Also, that said meeting dates be posted in one conspicuous place in the Village, as required by law.

Motion to approve this designation: Trustee Trombley
 Seconded by: Trustee Conner
 All members voted aye. Motion carried.

ZONING BOARD OF APPEALS MEETING SCHEDULE

The second Wednesday night of each month is hereby designated as the official meeting night of the Zoning Board of Appeals during the year April 3, 2023 through April 1, 2024, at the time of 5:00 p.m. at the Village Office, 11104 Route 9, Champlain, New York. Further, a copy of said resolution be forwarded to the news media and others having an interest in said meetings and requesting copies thereof, thereby officially notifying the public, as required by law, and in meeting the obligations of

the Freedom of Information Act. Also, that said meeting dates be posted in one conspicuous place in the Village, as required by law.

Motion to approve this designation: Trustee Molinski

Seconded by: Trustee Conner

All members voted aye. Motion carried.

PLANNING BOARD MEETING SCHEDULE

The third Wednesday night of each month is hereby designated as the official meeting night of the Planning Board during the year April 3, 2023 through April 1, 2024, at the time of 5:00 p.m. at the Village Office, 11104 Route 9, Champlain, New York. Further, a copy of said resolution be forwarded to the news media and others having an interest in said meetings and requesting copies thereof, thereby officially notifying the public, as required by law, and in meeting the obligations of the Freedom of Information Act. Also, that said meeting dates be posted in one conspicuous place in the Village, as required by law.

Motion to approve this designation: Trustee Conner

Seconded by: Trustee Trombley

All members voted aye Motion carried.

2023-2024 ORGANIZATIONAL MEETING

The Annual Organizational Meeting set for the 2023-2024 official year, and for the various appointments and committees, be and is hereby scheduled for April 1, 2024 at 6:30 p.m. at the Village Office, 11104 Route 9, Champlain, New York.

Motion to approve this designation: Trustee Herzog

Seconded by: Trustee Molinski

All members voted aye. Motion carried.

YOUTH COMMISSION

The Village shall continue its participation in and with the joint projects of the Town of Champlain Youth Program, and with the Clinton County Youth Bureau as a member of said county-wide youth organization.

Motion to approve this designation: Trustee Molinski

Seconded by: Trustee Herzog

All members voted aye. Motion carried.

VILLAGE POLICIES

The Board of Trustees reviewed the following village policies:

- 1.
2. Investment Policy
3. Procurement Policy
4. Personnel Policy
5. Rules of Procedures for Public Meetings
6. Sexual Harassment Prevention Policy
7. Social Media Policy
8. Code of Ethics
9. Fund Balance Policy
10. Smoking Policy
11. Drug & Alcohol Policy

Motion to approve all policies as written: Trustee Trombley
Seconded by: Trustee Molinski
All members voted aye. Motion carried.

ANNUAL RESOLUTIONS

RESOLUTION FOR PAYMENT OF CLAIMS

WHEREAS the Board of Trustees of the Village of Champlain has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting of audit, and

WHEREAS the claimant and officer incurring or approving the claim shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the claims shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. This resolution shall take effect immediately.

Motion to approve: Trustee Conner
Seconded by: Trustee Trombley
All members voted aye. Motion carried.

RESOLUTION FOR MILEAGE REIMBURSEMENT

WHEREAS the Board of Trustees of the Village of Champlain has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of **\$.60 per mile**.

Section 2. This resolution shall take effect immediately.

Motion to approve: Trustee Molinski
Seconded by: Trustee Conner
All members voted aye. Motion carried.

RESOLUTION FOR OFFICIAL BANK DEPOSITORIES

WHEREAS the Board of Trustees has determined that Village Law # 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFOR BE IT RESOLVED:

Section 1. That the board of trustees designates the following institutions as depositories of all moneys received by the village treasurer, clerk and receiver of taxes during the year April 3, 2023 through April 1, 2024:

TD Bank, Chazy Branch Office; Key Bank of N.Y., NA, Champlain Branch Office; Chase Manhattan Bank, New York, N.Y.; Key Trust Company, Albany, N.Y.; USDA/Rural Development, Ithaca, N.Y. and Champlain National Bank, Champlain Branch Office.

Section 2. That this resolution shall take effect immediately.

Motion to approve: Trustee Trombley

Seconded by: Trustee Herzog

All members present voted aye. Motion carried.

STANDARD WORK DAY AND REPORT RESOLUTIONS

BE IT RESOLVED, that the Village of Champlain hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

TITLE	NAME	SS#	RETIRE. REG #	STANDARD WORKDAY	TERM	EMPLOYERS TIME KEEPING SYSTEM (Y/N)	DAYS/MONTH
Trustee (2 yr term)	Kim Trombley	48800	28422800-0	6	04/03/2023 - 04/07/2025	N	2.25
Clerk/Treasurer (2 yr term)	Juanita Munoz	23200	4150442-5	8	04/04/2022 - 04/01/2024	Y	
Supt. of Public Works (1 yr term)	Michael Jolicoeur	588	6036045-3	8	04/03/2023 - 04/01/2024	Y	
Trustee (2 yr term)	Nicci Molinski			6	04/03/2023 - 04/07/2025	N	2.25

Motion to approve: Trustee Herzog

Seconded by: Trustee Conner

All members present voted aye. Motion carried.

REGULAR BOARD MEETING

At 6:50 P.M. Mayor McFetridge opened the Regular Board meeting.

REPORT FROM CODES ENFORCEMENT OFFICER

The board was provided a report for March 2023

REPORT FROM THE MAYOR

Mayor McFetridge congratulated newly re-elected Board Trustees Trombley and Molinski. She is looking forward to the next few years when we complete the Wastewater Treatment Plant Disinfection project and

the Water Line Replacement project. Mayor McFetridge hopes to find people interested in opening small businesses and investing in housing units in need of renovation.

Upcoming Events:

International Slow Art Day April 15th, 1-3 p.m. at the Samuel de Champlain Museum and the Champlain Meeting House.

Arbor Day Celebration: April 29th. We will be planting trees and offering activities for children.

Mayor McFetridge thanked all of the Village employees for all that they do.

REPORT FROM TRUSTEES

Trustee Trombley

Trustee Trombley congratulated Mayor McFetridge and Trustee Molinski on their reelection to office.

She congratulated the NCCS Drama Club on their great performance of “The Wizard of Oz”.

She noted that a number of discrepancies have been found between the Teamsters Contract and the Personnel Policy and they need to be more in line with each other.. She and Trustee Molinski agreed with many of the changes that need to be made and will go over the policies and present changes to the Board at our next meeting.

Trustee Trombley reported that Joe Ashline has been EDU assessor for the Water Board for 3 years and does not want to do that job anymore. Trustee Trombley will be taking over that position as she has a good understanding of that job.

Trustee Molinski

Trustee Molinski congratulated Mayor McFetridge and Trustee Trombley on their re-election.

The Library Easter event went well with over 80 people there.

There will be a “Meet & Greet” at the library on April 19th at 5:30 p.m. anyone interested in becoming part of “Friends of the Library” is welcome to attend.

The Women’s History Tea will be held on May 13th

A terrarium workshop will be held on April 16th at 1:30 p.m.

Spring Cooking Class will be held on April 23rd at 1:30 p.m.

PUBLIC HEARING: 2023-2024 ANNUAL BUDGET

At 7:00 p.m. a motion by Trustee Conner, seconded by Trustee Trombley to close the regular board meeting.

All members present voted aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Herzog to go into Public Hearing.

All members present voted aye. Motion carried.

Mayor McFetridge stated that the tax rate will remain the same at \$4.00/\$K. The water rate will be \$7.00/K gal. with service fee of \$37.00/quarter. The sewer rates will remain the same at \$4.80/K gal and a service charge of \$37.50/quarter.

No one was here from the public to comment.

Motion by Trustee Conner, seconded by Trustee Trombley to close the public hearing.

All members present voted aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Conner to re-open the regular meeting.

All members present voted aye. Motion carried.

Trustee Conner

Trustee Conner congratulated Mayor McFetridge and Trustees Trombley & Molinski on their re-election.

We will have to start moving on the 150th Anniversary Celebration.

Trustee Herzog

Trustee Herzog was looking into Instacart service in Champlain. It is available in Plattsburgh and Swanton but not from our local store.. He is planning to reach out to Price Chopper to see why we don’t have it here. It would be a great service to have locally.

REPORT FROM CLERK/TREASURER MUNOZ

The board has been provided the Expense and Revenue Report for March 2023.

Water Sewer billing totals: Water: \$58,930.50 Sewer: \$64,731.50.

TRANSFERS

TO:	A1420.1	LAW: PERSONAL SERVICES		\$200.00
FROM:	A1440.1	ENGINEERING	\$200.00	
TO:	A1410.4	CLERK:CONTRACTUAL		\$2,000.00
FROM:	A5410.4	SIDEWALKS: CONTRACTUAL	\$2,000.00	
TO:	A1910.4	UNALLOCATED INSUR.		\$755.00
FROM:	A1440.1	ENGINEERING	\$755.00	
TO:	A5142.2	SNOW REMOVAL: EQUIPMENT		\$725.00
FROM:	A5142.4	SNOW REMOVAL: CONTRACTUAL	\$725.00	
TO:	G1420.1	LAW: PERSONAL SERVICES		\$100.00
FROM:	G9089.8	SCHOOLING	\$100.00	
TO:	G8110.4	SEWER ADMIN: CONTRACTUAL		\$2,000.00
FROM:	G9089.8	SCHOOLING	\$2,000.00	

Motion by Trustee Trombley, seconded by Trustee Molinski to approve transfers as written.

Roll call vote:	Trustee Trombley	Aye
	Trustee Molinski	Aye
	Trustee Conner	Aye
	Trustee Herzog	Aye
	Mayor McFetridge	Aye

Motion carried.

PRESENTATION OF WARRANT AND PAYMENT

The warrant was presented to the board with additional invoices of \$6,088.87 for a total of \$21,056.29.

Motion by Trustee Conner, seconded by Trustee Trombley to approve the warrant with additional invoices for a total of \$21,056.29. Roll Call vote:

	Trustee Trombley	Aye
	Trustee Molinski	Aye
	Trustee Conner	Aye
	Trustee Herzog	Aye
	Mayor McFetridge	Aye

Motion carried.

WATER LINE REPLACEMENT PROJECT

Motion by Trustee Conner, seconded by Trustee Molinski to approve payment of \$11,247.50 to Barton & Loguidice and \$116.25 to Fiscal Advisors for a total of \$11,363.75 for the water line replacement project.

Roll Call vote:

	Trustee Trombley	Aye
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Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

WWTP DISINFECTION & IMPROVEMENTS

Motion by Trustee Conner, seconded by Trustee Herzog to approve payment of \$3,572.00 to Pipeline Mechanical, \$7,980.00 to Triangle Electric and \$9,366.54 to Barton & Loguidice for a total of \$20,918.54 for the WWTP Disinfection and Improvements Project. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

REPORT FROM THE SUPERINTENDANT

Supt Jolicoeur provided the board with a report for March 2023.

PURCHASE REQUISITIONS

1. Water Courses

There are 2 corresp. courses that Kevin Sterling will need to get his water license. Each course is \$200 which includes enrollment, a manual and correspondence. We may need to pay freight as well.

Motion by Trustee Conner, seconded by Trustee Trombley to expend up to \$450 for volumes 1 & 2 of the Water Treatment Plant operations courses for Kevin Sterling. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

2. Floor Liners

Motion by Trustee Trombley, seconded by Trustee Herzog to expend \$257.90 for the purchase of 2 floor liners (front & read) for the 2022 Ford F350 pickup from Weather Tech. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

3. Seat Covers

Motion by Trustee Herzog, seconded by Trustee Trombley to expend \$850 for a set of Carhartt seat covers for the 2022 Ford F350. They are made of canvas, have a 3 year warranty and are oil, grease and stain resistant.

Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye

Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

4. Head Sensors

Motion by Trustee Conner, seconded by Trustee Molinski to expend \$512.05 for WIKA Pressure Transmitter sensors for the water plant. Some of the sensors have malfunctioned and we've been getting a lot of alarms.

Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

5. Water Plant Sensors

Motion by Trustee Trombley, seconded by Trustee Conner to approve purchase of sensors, salt bridge kit, and storage solution from Thermo-Orion for \$3,400.00 Sensors are needed for the softening system and have gone bad. It has been 5 years since the new water plant was put into operation.

Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

6. Software for Water Meter reading program

We need updates for the meter reading program and we are having software issues.

This will provide software and support. Motion by Trustee Conner, seconded by Trustee Herzog to approve the expenditure of \$2,500 for Annual Software. Discussion followed.

Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

7. Laptop for Sewer Plant

We will be needing a new laptop for the Sewer Plant. The keyboard does not work on it and it has software on it that also monitors the water plant. Kevin is currently using his own laptop but we should have one just for the sewer plant. We will start looking into laptops for the sewer plant. The computer at the water plant that is getting very slow and could use replacement as well.

8. Water Plant quotes

We have had a lot of alarms at the water plant and hope to have that worked out with the new sensors going in. We have quotes for someone to come out to train Kevin Sterling on the system.. The cost would be \$8,300.00 which includes labor and travel expenses. Discussion followed. The board agreed to wait to see if, once the new sensors and parts are in, there are still alarm problems. Supt. Jolicoeur said that it has already improved after some adjustments were made. He also stated that the new Water Operator is doing very well.

He has connected with a lot of people all over the country and will be going to several conferences where he will get a lot of good information and connections. Trustee Herzog suggested we find a plant with similar system that Kevin could go to and spend the day.
This matter was tabled until we see how the new sensors are working.

CORRESPONDENCE

- 1. Tree City USA recognition letter
- 2. Corresp from Supt. Jolicoeur to Chris Kennedy regarding fire hydrant
- 3. Corresp from Codes Officer Matott regarding 29 Cedar St.

NEW BUSINESS

- 1. Water Plant quotes

This matter has been addressed and tabled until our next board meeting

- 2. Vacation Time Carryover

Supt. Jolicoeur and Robert Pulsifer requested to have unused vacation time carried over to the 2023-2024 fiscal year with the promise that it will be used by Dec. 31st 2023. They are not able to use it during this fiscal year due to other scheduling.

Motion by Trustee Conner, seconded by Trustee Kim Trombley to allow vacation time for these two employees be carried over into the 2023-24 budget year.

Trustee Trombley asked if there was something in place that the vacation had to be used by the end of the year.

Clerk Munoz stated that, in the past, the vacation time carried over had to be used by Dec. 31st.

Mayor McFetridge stated that another thing that we have to keep in mind, is that unused vacation should be at the rate of pay that they are currently at.

Trustee Conner amended his motion to allow the extension of vacation time through the end of October 2023 at the fiscal year 2022-2023 rate of pay Motion seconded by Trustee Trombley. Trustee Trombley asked for confirmation that if these hours are not used by the end of October, they will be gone. Mayor McFetridge confirmed that to be true. Roll call vote:

Trustee Trombley	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

EXECUTIVE SESSION

At 7:50 p.m. motion by trustee Conner, seconded by Trustee Herzog to close the regular meeting.

All members present voted Aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Molinski to go into Executive Session.

All members present voted aye. Motion carried.

Mayor McFetridge stated that this is an employment matter.

At 8:40 p.m. Motion by Trustee Herzog, seconded by Trust Conner to close the Executive Session.

All members present voted aye. Motion carried.

Motion by Trustee Molinski, seconded by Trustee Trombley to return to Regular meeting.

All members present voted aye. Motion carried.

The board will be working on an employee issue.

- 3. Request from Codes Officer Matott regarding 29 South St.

Codes Officer Matott noted that a window is broken at 29 Cedar St, which has not been repaired. He asked the board to allow Public Works crew or an outside contractor to repair the window. It is on the sidewalk side of the house and is a danger to people using the sidewalk. It would be in our best interest to make the window secure so it is safe for the public. Discussion followed. It does need to be boarded up but there is the

issue of public safety versus using public funds to do work on private property. Mayor McFetridge will contact our attorney for his legal opinion on this matter.

OLD BUSINESS

ADJOURNMENT

There being no further business before the board, at 8:45 pm, a motion was made by Trustee Trombley, seconded by Trustee Connor to adjourn. All members present voted aye. Motion carried.

Mary E. Spring, Secretary

CODE ENFORCEMENT REPORT: MARCH 2023

- Call out for CO issue at 38 Oak St. Owner will be moving exhaust vent of pellet stove as it is pushing exhaust into the house.
- Call of broken water pipes on Rt. 9, forwarded to Supt. Mike Jolicoeur
- Completed court case for 16 Cedar St.
- Question for fence on Maiden Lane
- Check of progress on 16 Cedar St. Work is being completed and temporary power was given by inspector.
- Issued permit for roofing on Elm St.
- Meeting with electrical inspector regarding vent fans and heaters at 16 Cedar St. Not vented to exterior as code and UL listing state. Follow up with Rene's Repair and landlord.
- Research on PIP setbacks for prospective buyer. Appears added buffers may be in place due to Town of Champlain residential zoning and working on Village Code. Looking into it.
- Met with electrical inspector and Rene's Repair regarding 16 Cedar St. Electrical inspection passed. Code issues found during this inspection. Final set for 3/15.
- Questions on zoning for old ARC building. Will need a use variance for apartments.
- Final inspection of 16 Cedar St. Inspection failed. Multiple missing/non-working smoke detectors and CO detectors. Defective hot water tanks, heating appliance deficiencies, unvented ventilation fans, general unsanitary conditions. Landlord advised to reschedule once problems have been addressed.
- Insulation inspection for #1565 passed.
- Closed permit #1501. Issued in 2015 and work was not completed.
- Court arraignment of r16 Cedar St. Landlord accepted plea of guilty for two violations for dismissal of remaining violations. Judge issued fine of \$2,000 in total.
- Final inspection for 16 Cedar St. CO issued for apartments 2-5. Apt. 1 is still unfit for human occupancy due to damage and contamination from animal feces. Will inspect once it is cleaned.
- Clean Energy Community submission for the Village. Village is designated a CED and eligible for grants.
- Correspondence with representative of Cane St. trailer park regarding outstanding fines and future slab construction.
- Inspection of Universal Interiors LLC on Lawrence Paquette Dr. Violation notice issued in Nov. 2022 for non-working sprinkler system. System has not been repaired. Nor records of maintenance of inspections exist and system tags show last inspection in 2012. File shows a violation notice for same issue in 2014. Tickets are being written and will be delivered the following week for multiple violations of the NYS Fire Code and Property Maintenance Code. Building allowed to stay open with the creation of a fire watch per NYS Fire Code.
- Correspondence regarding slap at 6 Cane St.
- After hours burning complaint on South St. Unfound on arrival.

- Annual Code Report sent to the state.
- Letter to Board regarding 29 South St. broken window.

SUPERINTENDENT REPORT: MARCH 2023

Water:

- Did monthly water readings for billing
- We had to bag a hydrant on Web Dubois Rd. because the top is loose. It may have been hit and broken below grade. This hydrant was installed with the town water line along the Dubois Rd. when the mall was built. We do not have parts for that brand of hydrant.

Sewer

- Contractors are continuing work on the UV disinfection project at the WWTP as materials arrive.
- WE put a new pump and mag starter on the main street lift station, but are still having pump issues.
- Supt. Jolicoeur is waiting on quotes for a new control panel.

Equipment:

- We desalted and serviced the trackless and the broom attachment is ready
- We desalted and serviced the loader.
- Service was completed on the Main St. lift station generator.
- Service was completed on the office generator
- New water wrenches were fabricated by Supt. Jolicoeur.

Streets:

- We started on trash pickup around the streets and some of the spring cleanup.

Misc./To Do

- We will be starting street sweeping in the next couple of weeks (weather dependent)
- Brush only pickup will be on May 1st, 15th, 29th . Maximum of one pickup load per property. Please start putting your brush curbside. No leaves or bagged debris will be picked up.
- The county will be here in June to pave. It does not give us much time to get things ready.