

**Village of Champlain
Village Board Meeting
January 12, 2026 6:30 p.m.**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, January 12th, 2025 at the Village Office, 11104 Route 9, Champlain, New York.

MEETING CALLED TO ORDER/SALUTE TO THE FLAG

ROLL CALL OF MEMBERS

Mayor McFetridge called the meeting to order at 6:30 p.m.

Present were Mayor McFetridge, Trustees Trombley, Molinski, Conner & Herzog, Clerk/Treasurer Munoz, Deputy Clerk Spring and in training Deputy Clerk Ducharme.

APPROVAL OF MINUTES

Motion to approve the minutes of the Dec. 8th meeting made by Trustee Herzog, seconded by Trustee Conner. All members voted aye. Motion carried.

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

REPORT FROM CODES ENFORCEMENT OFFICER

Mayor McFetridge summarized the code enforcement report.

Inspections:

- General Building Inspection at 34 Oak St. passes.
- Electrical Inspection at 34 Oak St. passed.

Permits:

- Roofing Permit at 11149 Rt. 9

Violations:

- Property maintenance junk and debris at 11218 Rt. 9 in progress.
- Burning in backyard at 104 Church St. in progress
- Vacant building at 11258 Rt. 9 in progress.
- Vacant building at 46 Church St. in progress
- Demolished building at 11177 Main St. in progress.

Trustee Trombley wanted it clarified what “in progress” means. It was stated that it meant there might be a follow up with the issue.

REPORT FROM THE MAYOR

Mayor McFetridge reported:

The Christmas Tree Lighting ceremony was held on Dec. 13th at 6:00 p.m. Santa was there with gifts and hot chocolate. Thank you to the Champlain Fire District for bringing Santa on their truck. Thank you to the DPW crew, Mary Spring and Dunkin Donuts for helping make it a successful event.

There was a community walk on January 3rd, 2026 which makes it the 9th year of this program.

The Climate Smart Task Force will be at the Champlain Centre Mall on March 21st, 2026 for a World Water Day event.

Mayor McFetridge had a meeting with Richelle from CCMH about the limited transportation in the community and how it affects accessing mental health programs. Also, she would like to remind everyone about spreading awareness of “988”.

The DPW crew, the Superintendent and the Mayor all attended the North Line Utilities Electrical Safety Training.

We are creating a series of events with the Town of Champlain and the Village of Rouses Point to celebrate America 250 in 2026.

Please have all cars off the street from 2:00 a.m. to 6:00 a.m. when it snows so the DPW crew can plow. The food scrap program is going well.

Mayor McFetridge wanted to note some changes. Mary Spring will be moving to the Clerk/Treasurer position and Nancy Ducharme will be the new Deputy Clerk in training.

Thank you to Juanita for her services and she will be missed for her dedication during her retirement.

REPORT FROM TRUSTEES

Trustee Trombley

Trustee Trombley would like to address the fees for water shut off and turn on. She did get information from other municipalities on water turn-on/shutoff fees. Discussion followed.

Trustee Molinski

The Holiday Kids Crafts was held on Dec. 13th @ 1:00 p.m. and the Candy Cane Hunt @ 2:15 p.m. There were 17 children that participated in the activities.

The House Decorating Contest was held from Dec. 15-19 and the results are as follows. These people will be contacted at a later date.

1. 54 Oak St
2. 1246 Main St
3. 39 Moore St

Kiwanis Club is doing a food drive on the weekend of Jan 17th and 18th 2026. The K Kids from Rouses Point Elementary will be collecting food and personal care items as part of this. All the items will be delivered to local food shelves in the area.

Trustee Conner

Trustee Conner will be attending the Seminar for food scraps for businesses and restaurants on January 13, 2026 at the Town of Champlain.

Trustee Herzog

Wanted to remind everyone to clear their trash cans of the roadway and sidewalks as soon as possible.

PUBLIC HEARING:

COMMITTEE REPORTS

- **Water & Sewer Committee:** Nothing to report
- **Streets and Sidewalks Committee:** nothing new to report.
- **Equipment & Tool Committee:** There are lots of repairs happening. Ask Mike about what input he would have on the budget planning. Trustee Trombley asked about when the logo on the village truck will be done.
- **Buildings/Property Committee:** Trustee Herzog had a meeting with the code enforcement officer about vacant properties. How to improve the framework around vacant properties. Trustee Herzog and Trustee Molinski to setup meeting with Chris Matott about how to make progress in this.
- **Parks/Recreation Committee:** Looking into gardening programs rain barrels through the Climate Smart Community.
- **Planning Board Liaison:** no meetings planned

- **Zoning Board Liaison:** Zoning Board meeting on January 14th, 2026 at 6:00 p.m.
- **Champlain Fire District Liaison:** Mayor read off an e-mail that was sent stating that the fire Dept is receiving a \$20000 grant and they held their elections.
- **Recreation Committee:** The Annual 1st Day walk was held on Jan. 3rd at 1:00 p.m.

REPORT FROM CLERK/TREASURER

The board was provided the yearend report. There is nothing in the negative.

Water Billing: \$72940.65

Sewer Billing: \$82099.82

Notices of shut off will go out before the January 15th, 2026.

NY Class is doing well in interest.

PRESENTATION OF WARRANT AND PAYMENT

The warrant was presented with additional invoices of \$9488.91 for a total warrant of \$75035.04.

A motion to approve the warrant was made by Trustee Trombly, seconded by Trustee Conner.

Roll call vote:

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

Motion carried.

REPORT FROM SUPERINTENDENT

Water

- Main valve will remain shutoff at Amazon until a fire pump building is built. The water that was lost will be paid on our next billing
- There were 3 water meter that frozen this month.

Streets

- Plowing and sanding have been busy.
- Talked to residents about leaving cars parked on village streets during the winter parking ban or across sidewalks at any time. Also, please remove trash cans from the edge of the roadway once emptied.
- Worked on some tree removal from storm damage.

Sewer

- New sewer lateral installed at the new Amazon facility.
- Problem with the Huber screen, relay has tripped 11 times this month causing overtime callouts. A new Huber relay has been ordered due to it being frozen and plugged. Robert has a call with the tech to help make adjustments.
- Ordered and received material to install lights and outlets on the drying building. Need to install lights on UV building and change lights on the blower and chemical buildings.

Misc.

- The 1 ton was sent out for repairs and is back
- The loader was sent out for repairs and a new block heater was installed.
- The 2010 Peterbilt is still in the shop getting repairs, waiting on parts.

- The backhoe will need to go into the shop for an oil leak near the turbo.
- A load of salt will be delivered 01/13/2026.
- Attended a meeting with Zael Kravitz for the removal of Ash trees and it should be starting this winter.
- There was a meeting at the Town for the culvert replacement on Elm St, which the superintendent was not invited to. Stantec will provide the proper infrastructure information into the final design once they receive approval from DOT.
- Request made to send William Potts to training for Clinton County B and C Operator at Beekmantown Town Hall for the cost of \$800.00.

Motion to approve sending William Potts to training made by Trustee Conner, seconded by Trustee Molinski. All members voted aye. Motion carried.

Discussion followed about concern of training employees and them not staying with the Village of Champlain.

CORRESPONDENCE

None.

NEW BUSINESS

1. Winter parking Ban
Working on how to spread more awareness about the winter parking ban and what to do with the vehicles that are left on the street during the hours of 2 a.m. to 6 a.m. The Village will put notice on its website and a reminder on Facebook when a storm is pending.
2. House Decorating Contest
The winning addresses have been announced and will be contacted at a later date.
3. Youth Agreement
This contract will be between the Village of Champlain, the Village of Rouses Point and the Town of Champlain for the Joint Youth program. Discussion followed.
Motion to approve signing of the contract was made by Trustee Molinski, seconded by Trustee Trombly. All members present voted aye. Motion carried.
4. Resolution #1-2026 Shared Service Adjustment.

The Village of Champlain will compensate the Village of Rouses Point in the amount of \$8846.16 to equalize the amount of matching funds for the Code Enforcement Office.

A motion to approve the Resolution to compensate the Village of Rouses Point for the Code enforcement Office was made by Trustee Trombly, seconded by Trustee Herzog. Roll call vote:

Trustee Trombly	Aye
Trustee Molinski	Aye
Trustee Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

5. Shared service Agreement for Code Enforcement

The Village of Rouses Point will enter into a Shared Service Agreement for service provided by Chris Matott as the Code Enforcement Officer and Zoning Officer for the village. The Village of Champlain will pay \$15,129.92 annually in four equal quarterly installments of \$3,782.48 to the Town Of Champlain.

Motion to approve signing of the contract was made by Trustee Molinski, seconded by Trustee Trombly. All members present voted aye. Motion carried.

6. Potential Grant for Band Shell

NY State Office of Municipal Parks will submit a grant request at a later time, after a look into what type of budget the Village will have for the 10% match requirement.

7. Election Polling place and time.

Read by the Mayor, the polling place will be at the Champlain Village Office on March 18th, 2026 from the hours of 12:00 p.m. to 9:00 p.m.

Motion to approve polling place and time was made by Trustee Conner seconded by Trustee Herzog. All members present voted aye. Motion carried.

8. Backup Wastewater Operator

John Higgins from Chazy will be the backup wastewater operator for the Village of Champlain in the amount of \$250.00 a month through a voucher.

9. New Registrar

The board appointed Nancy Ducharme as a new registrar beginning Feb. 1, 2026 through April 6, 2026. They also appointed Mary Spring as Deputy Registrar beginning Feb. 1, 2026 through April 6, 2026.

OLD BUSINESS

1. .gov website

The website is still inactive and a zoom meeting will be setup to talk about changes.

2. Water shutoff fees/Final read fees

Water shut off/ turn on fees are already in place but were increased from \$25.00 to \$30.00. Final read fees were discussed and set. After hours, weekends and holidays were added with the read fee of \$30.00 plus \$100.00 after hour fee. All outstanding fees must be paid before water is turned on.

3. Comprehensive Plan: schedule meeting

The Town of Champlain will have their meeting on Jan. 13, 2026. The Village of Champlain has set their meeting for Jan. 19, 2026 at 10:00 a.m. to approve the Comprehensive Plan.

4. Sludge Hauler update

The Mayor read off an e-mail from Robert Pulsifer stating that the new system needs time to adjust to the additional sludge that has to be processed.

5. Tree Ordinance LL in Village code

Item has been tabled until next meeting.

6. Climate Task Force

The Climate Task Force has been meeting monthly. They have toured the water plant and will partake in World Water Day on March 21, 2026. They want the Village to move to bronze status at 120 points and are currently at 86 points.

Executive Session

Mayor McFetridge called the regular meeting to stop at 7:55 p.m.

Motion to approve the end of regular session made by Trustee Conner, seconded by Trustee Molinski. All members voted aye. Motion carried.

Mayor McFetridge called the start of executive meeting to start at 7:55 p.m.

Motion to approve the start of executive session made by Trustee Molinski, seconded by Trustee Conner. All members voted aye. Motion carried.

Mayor McFetridge called the end of executive meeting to stop at 8:00 p.m.

Motion to approve the end of executive session made by Trustee Trombly, seconded by Trustee Molinski. All members voted aye. Motion carried.

Mayor McFetridge called the start of regular meeting to start at 8:00 p.m.

Motion to approve the start of regular session made by Trustee Molinski, seconded by Trustee Conner. All members voted aye. Motion carried.

No motions made.

No vote taken.

Discussion followed regarding Union contract and training reimbursements. If an employee leaves within the first year of training the employee will be responsible for paying back 100% of the cost of training. If an employee leaves within the second year of training the employee will be responsible for paying back 75% of the cost of training.

Trustee Conner asked about the notice from Johnson Controls. The notice stated that the Village needed to move the refrigerator farther away from the panel.

ADJOURNMENT

There being no further business before the board, at 8:02 p.m. a motion was made by Trustee Milinski, seconded by Trustee Conner to adjourn. All members present voted aye. Motion carried.