

**Village of Champlain  
Village Board Meeting  
June 9, 2025 6:30 p.m.**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, June 9, 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, Herzog and Clerk/Treasurer Munoz.

Trustee Conner was excused this evening. Also present was Carly from Climate Smart Communities.

**APPROVAL OF MINUTES**

Motion by Trustee Molinski, seconded by Trustee Trombley to approve minutes of the May 12<sup>th</sup> board meeting. All other members present voted aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Molinski to approve minutes of the May 28<sup>th</sup> Special board meeting. Trustee Herzog abstained. All other members present voted aye. Motion carried.

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

Carly from Climate Smart Communities was present this evening. This program is through DEC and by completing certain actions, a community can become certified, which gains points for other state grants. We have already completed many tasks such as the Comp Plan, Clean Energy Community, Tree City USA, Food scrap collection, EV chargers, the recreation trail connecting communities and the Farmers Market. Recognition is given for the things we are already doing.

The Village must approve the Climate Smart Community Pledge, which has 10 elements to work on, and form a task force including one municipal representative and community members.

The board agreed that it would be worthwhile to join this program.

Mayor McFetridge will share a template of the Resolution with the board.

**REPORT FROM CODES ENFORCEMENT**

Violations

18 Property Maintenance issues, 8 of them already resolved.

Permits

Building Permit accessory structure at 7 Moore St.

General Building permit at 9 Willow St.

Inspections

Sign Permit at 11149 Rt. 9

Accessory Structure at 7 Moore St.

**REPORT FROM THE MAYOR**

Mayor McFetridge reported:

Camp Fires are now allowed in the Village & applications are available at the village office & online.

The water main construction on Main St. should be ending mid to late July.

The Town and Village of Champlain are the only municipalities in the county to offer the food collection program. There is still time to pick up a bucket and sign up. There is no cost to participate.

The Comp Plan workshop was very informative and well attended. Input from the community included interest in more housing, walking/biking trails, small businesses and looking at zoning changes.

The Arts Festival was very successful: the concert was very well attended. The Art Show drew a lot of people. The poetry reading was a small group. She thanked Jen Mallory and Nicci Molinski for their contributions and help.

Mayor McFetridge participated/attended the following:

- Northern Tier Housing Annual meeting
- Lake Champlain Sea Grant Boat Trip
- Gave a presentation at St. Joseph's Outreach center
- NarCan training
- Fitness Park kickoff at Bob Venne Park. Congratulations to the Town on this development.
- Met with Carly to hear more about the CSC program
- Water Line Project meeting
- JCEO Volunteer Dinner
- St. Mary's Parade and Bazaar
- Performed a wedding

## COMMITTEE REPORTS

- **Water & Sewer Committee:** Trustee Trombley asked about installation of the pipes at the sewer plant. Mayor McFetridge has spoken with the Supt. about it, but nothing can be done until the water line is complete.
- **Streets and Sidewalks Committee:** Trustee Trombley reported that the Supt. would like to finish downtown, but Oak Street is not in the near future.
- **Equipment & Tool committee:** Nothing to report
- **Buildings/Property Committee:** Trustee Herzog would like to follow up the codes officer Matott about the Vacant Building registry.
- **Parks/Recreation Committee:** Regarding the park at Church/Cedar St., Supt. Jolicoeur said that he will need more dirt to build the property higher first.
- **Planning Board Liaison:** Project Violet came before the board requesting an amendment to the project, reducing it in size, which was approved by the Planning Board
- **Zoning Board Liaison:** Nothing to report
- **Champlain Fire District Liaison:** nothing to report
- **Recreation Committee:** Nothing to report

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## REPORT FROM TRUSTEES

### Trustee Trombley

Trustee Trombley reported that she has not been able to meet with Tim Surpitski about getting the tax roll in form easier to work with the EDU report. The water board would like to get the report out in August. She noticed that the portable basketball hoop was on the ground after our strong winds and wondered if we could get a new basket for it. Discussion followed. Mayor McFetridge will look into that. She questioned whether Supt. Jolicoeur could be inspector of the water project.

Mayor McFetridge stated that the other inspector resigned and Supt. Jolicoeur was already there shooting points for the mapping system. He is not officially assigned as the inspector but is there unofficially. Trustee Trombley recalled that last year, legally, he was not able to be inspector. She wants to make sure that we don't have a legal problem.

Trustee Herzog thought we spoke with the lawyer, who felt the inspector should be a 3<sup>rd</sup> party outside of the Village.

Per Mayor McFetridge, he (Supt. Jolicoeur) has not been named "inspector" by the engineers. She will contact the engineers regarding this.

### Trustee Molinski

Trustee Molinski reported that she had attended the Bob Venne Park ceremony. The Town has done a great job with culvert being installed and a parking lot, a pickle ball court and another basketball court being put in. The Art Festival went well with the concert and art show well attended. Poetry reading was nice too.

### Trustee Herzog

Trustee Herzog had nothing to report this evening.

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

The board was provided the Expense and Revenue report for May 2025.

Billing for water: \$72,283.95. Billing for sewer: \$81,412.32

### **PRESENTATION OF WARRANT AND PAYMENT**

The warrant was presented with additional invoices of \$1,558.12 for a total warrant of \$19,469.91.

Motion by Trustee Trombley, seconded by Trustee Herzog to approve the warrant with additional invoices. Roll call vote:

|                  |     |
|------------------|-----|
| Trustee Trombley | Aye |
| Trustee Molinski | Aye |
| Trustee Herzog   | Aye |
| Mayor McFetridge | Aye |

Motion carried.

### Water Line Replacemen

|                    |          |
|--------------------|----------|
| Barton & Loguidice | \$285.00 |
|--------------------|----------|

Motion to approve this payment made by Trustee Trombley, seconded by Trustee Herzog.

Roll call vote:

|                  |     |
|------------------|-----|
| Trustee Trombley | Aye |
| Trustee Molinski | Aye |
| Trustee Herzog   | Aye |
| Mayor McFetridge | Aye |

Motion carried.

### Wastewater Project

|                    |          |
|--------------------|----------|
| Barton & Loguidice | \$570.00 |
|--------------------|----------|

Motion to approve payment made by Trustee Molinski, seconded by Trustee Herzog.

Roll call vote:

|                  |     |
|------------------|-----|
| Trustee Trombley | Aye |
| Trustee Molinski | aye |
| Trustee Herzog   | Aye |
| Mayor McFetridge | Aye |

Motion carried.

### **REPORT FROM SUPERINTENDENT**

#### **WATER:**

- Meter reading for billing completed
- Water line project has started back up. The project inspector has resigned so Supt. Jolicoeur was asked to take over as inspector. They expect to have all of the new main on Rt. 9 installed this week. The project is expected to be completed in July.
- The water plant was down on Friday afternoon. They were able to repair it temporarily. Replacement parts were ordered.

#### **STREETS:**

- Mowing and trimming are being done.
- Street sweeping was completed
- Hometown Hero banners and flags were installed
- Brush pickup is complete.

- Trees are still being cut as needed.
- Supt. Jolicoeur and Brittany from County Soil & Water looked at ash trees that are marked and need to be removed. Once funds are approved, the ash tree removal project will go out to bid.

#### SEWER

- The Cornell grip pump will be removed and sent for repair after engineers have a date for that.
- One aeration blower is still down at the sewer plant. We are troubleshooting with tech support.

#### MISC

- The 2010 Peterbilt has an electrical issue and will need to be fixed and inspected.
- The 2021 Peterbilt went in for repair and now has an engine light.
- The 2022 Ford pickup went to the dealership for engine rebuild due to cylinder #7 misfiring.

### CORRESPONDENCE

#### NEW BUSINESS

1. Climate Smart Communities  
Presentation done earlier in the meeting
2. Copy/Fax Fees  
Deputy Clerk Spring proposed that the Village start collecting fees for making copies and faxing items for the public. Based on a survey of other businesses providing these services, the following was proposed.
 

|              |                                                                |
|--------------|----------------------------------------------------------------|
| B&W Copies   | \$.25/page                                                     |
| Color Copies | \$.50/page                                                     |
| Faxes        | \$1.00 for 1 <sup>st</sup> page and \$.50 each page after that |

These fees would help offset the cost of paper, ink, fax service and personnel's time.  
The board agreed to collect fees for these services.

#### OLD BUSINESS

1. Purchase of Fire Station  
Mayor McFetridge reported that Chris Trombley wrote to our lawyer with possible options but has not heard back yet. One of the options was to lease the building. We might consider that if it is a possibility. We could try for a year to see how it works out.
2. Knox Box Local Law  
The board was supplied a sample of a local law. We are waiting to hear from the town.
3. Gov website  
Although we are not required to have a .gov website, as we have a population of less than 1,500, it is still highly recommended. The .gov website is safer and more secure. Our current website administration is not familiar with the .gov program and not comfortable going forward with that. It will need to be ADA compliant and a number of new items of information will be required to be available on the website. It will need to be up and running by Dec. 31, 2025.  
Deputy Clerk Spring will work on getting quotes from some local and other website providers for the next meeting. We will also need to start the process of getting a .gov account.

#### ADJOURNMENT

There being no further business before the board, at 7:25, p.m. a motion was made by Trustee Trombley, seconded by Trustee Molinski to adjourn. All members present voted aye. Motion carried.  
Mary Spring, Secretary