

**Village of Champlain  
Village Board Meeting  
March 8, 2021**

A meeting of the Board of Trustees of the Village of Champlain was held on Monday, March 8, 2021 at the Village Office, 11104 Rt. 9, Champlain, New York.

**MEETING CALLED TO ORDER & ROLL CALL**

Mayor McFetridge called the meeting to order at 6:32 pm.

Present were Mayor McFetridge, Trustees Molinski, Gehrig, Thomas Trombley and Kim Trombley, Supt. Mike Jolicoeur, Clerk/Treasurer Juanita Munoz, Secretary Sousa. Also present were Matt Cooper and Anthony Young from Barton & Loguidice.

**APPROVAL OF MINUTES**

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the minutes of the February 8<sup>th</sup> Board meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Molinski and seconded by Trustee Kim Trombley to approve the minutes of the February 24<sup>th</sup> Budget Workshop meeting. Trustee Gehrig abstained. All members present voted aye. Motion carried.

**PRESENTATION OF PETITIONS, COMMUNICATIONS AND GENERAL QUESTIONS FROM MEMBERS OF THE COMMUNITY**

No one was present from the Community

Matt Cooper and Anthony Young were here this evening to update the board on the Water Line Replacement and Wastewater Plant Disinfection and upgrade projects.

Wastewater Disinfection & Upgrades

Matt Cooper provided the board with a timeline of actions for the WWTF Disinfection Project.

The project costs have increased in the past year and it is best to budget for more rather than less.

He reviewed the funding options and user rate increases on that report as well.

Mr. Cooper said that engineering services for the remainder of the project are necessary to complete the EFC funding application.

Trustee Gehrig stated that we will be going forward without knowing if we will get funding, but will be responsible for engineering costs regardless.

Mr. Cooper said that it has been confirmed we are eligible for the EFC 0% hardship loan and that Mayor McFetridge should have an email confirming that. We have one year to submit financing application for the 0% EFC loan. He stated that the WQIP grant won't cover engineering costs. That will have to be financed through the loan.

Action Items for the Village:

- SEQR Lead Agency Resolution
- Involved Agency Letters
- Engineering Agreement

Water Line Replacement

Matt Cooper provided the board with a timeline of actions for the Water Main Replacement Project.

He reviewed the funding options and user rate increases on that report as well.

In regards to the CBDG Grant, the board's decision at the last board meeting was to wait for 2020 Census figures. However, that data may not be available until September. Otherwise we will need to do the Income Survey which can cost from \$10-\$20K.

Action Items

- Decision for CDBG application

The board reviewed the SEQR Part I for the WWTF Disinfection Project with agreement that it was accurate. Trustee Gehrig asked what this would cost us.

Mr. Cooper said that the SEQR is considered a Permit Service with a fee of \$2,500 to complete. B&L will only bill hourly for services that the Village requests. The Engineering study is being paid for with a separate grant. The Village has not authorized the Preliminary Design Phase yet, but that would be the next step.

**RESOLUTION NO. 1 of 2021**

**Proposed Action: Village of Champlain Wastewater Treatment Facility Improvements Project  
RESOLUTION DECLARING THE INTENT OF  
THE VILLAGE OF CHAMPLAIN VILLAGE BOARD  
TO ACT AS LEAD AGENCY**

**WHEREAS**, the Village of Champlain (Village) is proposing the Village of Champlain Wastewater Treatment Facility Improvements Project (Project), located in the Village of Champlain, Clinton County, New York; and

**WHEREAS**, the Project has been classified as a “Type I Action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4; and

**WHEREAS**, it is the intent of the Village of Champlain Village Board to assume the role of “Lead Agency” for purposes of conducting a SEQRA/SERP assessment of the Project; and

**WHEREAS**, Part I of a Full Environmental Assessment Form (FEAF) has been completed, reviewed by the Village of Champlain Village Board, and will be circulated to all Interested and Involved Agencies for purposes of establishing the Village of Champlain Village Board as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b).

**NOW, THEREFORE, BE IT**

**RESOLVED AND DETERMINED**, that the Mayor of the Village of Champlain hereby is authorized to sign Part I of the FEAF (page 13); and it is further

**RESOLVED AND DETERMINED**, that the Village of Champlain will send said Part I of the FEAF and associated site figure to the attached list of “Interested and Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA/SERP; and it is further

**RESOLVED**, that the Mayor of the Village of Champlain and the Village Board, together with the Village of Champlain Attorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Janet McFetridge, Mayor	Aye
Thomas Trombley, Trustee	Aye
Kim Trombley, Trustee	Aye
Amy Gehrig, Trustee	Aye
Nicci Molinski, Trustee	Aye

The foregoing resolution was thereupon declared duly adopted.

Dated: March 8, 2021

**The following things need to be done:**

- Lead Agency Letters
- Engineering Agreement
- CBDG Application

AT 7:09 p.m. there were no further questions from the board and Matt Cooper and Anthony Young left the meeting.

The board discussed engineering costs: The cost for engineering for the Disinfection project is \$224,000, but needs to be done in order to apply for funding. We will have to get a BAN loan for engineering before the 0% hardship loan is done. Trustee Thomas Trombley asked about using Fund Balance. We could use fund balance but it will have to come through a Capital Improvement account. Clerk/Treasurer Munoz will look into that.

Trustee Gehrig asked what BAN costs are currently. Clerk/Treasurer Munoz said it was 2.9% for the snowplow. She does not believe that there are any prepayment penalties.

Trustee Gehrig feels that we are getting information last minute and are pressured into last minute decisions. Mayor McFetridge felt the same way. Trustee Kim Trombley also felt rushed and wants residents to know that they are not jumping into this without some thought.

Trustee Thomas Trombley feels that it is infrastructure and all of these things will need to be done eventually. We have one year to apply for the 0% and then will see what we can get.

Mayor McFetridge will need the Board's authorization to sign the engineering agreement.

The Board agreed to have Mayor McFetridge sign the Engineering Agreement.

**REPORT FROM CODES ENFORCEMENT**

- Issued permit to Doug Powers for Cane Street mobile home
- Letter to Doug Powers regarding permit requirements for mobile home
- Spoke to Krystal Berger concerning garbage on front porch
- Notice of Violation to Krystal Berger concerning garbage
- 2<sup>nd</sup> Notice to Tim Lacount concerning mobile home removal
- Moved files and organized desk and office space
- Letter to Steven Trombley concerning burned building on Main Street
- Notice to property owner on Main Street to remove junk refridgerators
- Notice to property owner on Main Street to remove mattress from sidewalk
- Spoke to Judge Triller concerning Monahan court case
- Called contractors and obtained quotes for demo of burned building on Main Street

Mayor McFetridge informed the Board that the person hired to replace Codes Officer Mike Tetreault was let go. All three municipalities (Village and Town of Champlain and Town of Chazy) agreed that he was not a good fit. Several more people are being interviewed for the job.

**REPORT FROM THE MAYOR:**

Good evening. Happy International Women's Day, a global day celebrating the social, economic, cultural, and political achievements of women. Personally I would like to thank my fellow female board members and the office personnel for your dedication and contributions to the Village of Champlain. We are the only municipal board in the County who has a majority of female members.

Winter is winding down, but we must remain vigilant regarding cars on the street during the night when the plows go by and garbage cans left on the sidewalks which make plowing them difficult. Please be respectful of our DPW crew. Tell them thanks for the hard work they do, and do whatever you can to make these jobs easier.

Village election will take place on March 16 from noon to 9 pm at the Village office. Place stop by to cast your ballot.

Several local businesses are now offering COVID vaccines. If you need help signing up, contact the village office and we will help you navigate the system.

Keep warm and stay healthy. Spring is right around the corner.

**REPORT FROM THE TRUSTEES**

Trustee Molinski

Trustee Molinski reported that the Friday Cooking class is going well. Both kids and parents are enjoying finding recipes and cooking together.

February break snow sculpture event took place.

International Womens Day last week was celebrated with stories of inspiring women, books & projects

Trustee Kim Trombley

Trustee Kim Trombley reminded residents to support our new local business, Central Nutrition.

She and Trustee Molinski were comparing the Personnel Policy and Union Contract regarding longevity pay for salaried employees. They were in support of following the Union Contract guidelines which offer longevity pay as follows:

5 years	\$200
10 yrs	\$400
15 yrs	\$500
20 yrs	\$600
30 yrs	\$700

Trustee Thomas Trombley

Trustee Thomas Trombley reported that the recent blood drive was down in numbers a little, but they were able to accept blood from 11 donors.

In regards to the letter to the Town requesting their response to the Water Board recommendations, we have not yet heard back from them. If it is not settled within a week, he would like to go to arbitration.

They are tired of jumping through hoops to please the Town. The Town has had the Water Board’s recommendations since October and have yet to respond. The board agreed. Mayor McFetridge will contact Larry Barcomb about that deadline.

Trustee Gehrig

Trustee Gehrig had nothing to report this evening.

**REPORT FROM THE CLERK/TREASURER**

The board was provided the Expense and Revenue Report for February 2021.

Transfer:

To:	A5110.2	Street Maintenance Equipment	\$5,000.00
From:	A5110.4	Street Maintenance Contractual	\$5,000.00

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to approve this transfer. Roll call vote:

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

Motion carried.

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

There are additional invoices of \$129.90 for a total warrant of \$35,582.57.

A motion was made by Trustees Gehrig and seconded by Trustee Thomas Trombley to approve the warrant with additional invoices of \$129.90 for a total of \$35,582.57. Roll Call vote:

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

Motion carried.

#### **REPORT FROM THE SUPERINTENDENT**

Supt. Jolicoeur reported the following for February 2021:

##### **STREETS:**

- The DPW stayed busy on streets and sidewalks with the snow
- We had another load of salt delivered and mixed
- We opened up drains and culverts to help with water flow
- We removed snowbanks that were creating visibility and safety issues.

##### **WATER**

- We changed one frozen meter and shut off water at three places due to leaking pipes.
- We cleaned around hydrants.

##### **SEWER**

- We had pump issues at the wastewater plant and two pumps are out to have seals replaced.

##### **EQUIPMENT**

- The tire on the plow truck was replaced but needed a new rim due to rust.
- A main hydraulic line on the plow truck failed and was repaired
- Tires on the pickup were installed and truck was inspected
- The sander drive train on the trackless was replaced and the nose piece was repaired.
- Various equipment has been serviced.
- Radiator shroud, power steering cooler and wing parts have arrived for the plow truck and will be installed as time allows.
- The loader and backhoe were pressure washed, desalted and vacuumed out.

## **CORRESPONDENCE**

1. Corresp from Codes Officer to Steven Trombley regarding 11167 Rt. 9
2. Corresp from Codes Officer to Doug Powers regarding building code for 6 Cane St
3. Corresp from Codes Officer to Timothy Lacount regarding removal of manufactured home at 154 South St.
4. Corresp from Codes Officer to Doug Powers regarding building code for 6 Cane St.
5. Corresp from Mayor McFetridge to Larry Barcomb and Town Councilmembers regarding water agreement.

## **NEW BUSINESS**

### SEQR for Wastewater Treatment Plant Disinfection

This was done earlier in the meeting.

### Social Media Archiving

Secretary Mary Sousa presented the board with information on a company that helps with preserving information on social media accounts (Facebook). Based on the fact that we have minimal information posted on our Facebook page and the additional costs, the board opted not to subscribe to this service.

### Vacation rollover

DPW employee Robert Pulsifer requested permission from the Board to roll over 6 days of vacation to be used before November 15<sup>th</sup>. Under the Union contract, employees may request rollover of unused vacation into the next fiscal year. Trustee Gehrig questioned why he can't or won't take vacation time this year. She said that in the past, we had approved carrying over time but it was getting out of control. Trustee Thomas Trombley said that we have no criteria to go on as to why he needs this rollover. There may be extenuating circumstances, but we don't know what they are. Discussion followed.

A motion was made by Trustee Kim Trombley and seconded by Trustee Molinski to deny the request for rollover of 6 days of vacation time by Robert Pulsifer. All members present voted aye. Motion carried.

### Budget

Mayor McFetridge said that we had to put a line in the budget for loan financing. We reduced several other items as we are trying not to take money out of Fund Balance.

### Meeting Date

The next board meeting has been changed from April 12<sup>th</sup> to April 5<sup>th</sup> for the Organizational Meeting.

## **OLD BUSINESS**

### Personnel Policy: Longevity for salaried employees

Trustees Molinski and Kim Trombley have reviewed the personnel policy regarding longevity and recommended that we align it with the Union policy.

A motion was made by Trustee Kim Trombley and seconded by Trustee Molinski that the Longevity pay for salaried employees follow the longevity pay policy in the Union contract.

All members present voted aye. Motion carried.

## **ADJOURNMENT**

There being no further business before the board, a motion was made by Trustee Thomas Trombley and seconded by Trustee Gehrig at 8:11 p.m. to adjourn.

All members present voted aye. Motion carried.