

# **Village of Champlain Village Board Meeting March 9, 2020**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, March 9<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 Monique and David Lepage.

## **APPROVAL OF MINUTES**

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve minutes of the February 10<sup>th</sup> Board Meeting. All members present voted aye. Carried.

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the minutes of the February 24<sup>th</sup> Special Board meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to approve the minutes of the February 28<sup>th</sup> Special Board meeting. Trustee Gehrig and Trustee Molinski abstained. All other members present voted aye. Motion carried.

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

David Lepage reported that they are happy to hear about the Basketball hoop and volleyball net. He also suggested that we have a girl here as a representative too, for a girls point of view. He will look into finding someone from the village to do this.

Monique Lepage is still looking into setting up a program for the Magic card game that is very popular right now. It is similar to Dungeons and Dragons or Pokémon. Mayor McFetridge invited them to use the Meeting House to get people together to play this game.

Ms. Lepage asked about kayak rentals for this spring/summer. Mayor McFetridge said that she has not yet looked into possible kayak rentals, but will be following up.

Supt. Jolicoeur asked that the minutes for the February 28<sup>th</sup> meeting be amended as the cost of purchases from Zoro was incorrect.

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to amend the purchase price of items from **Zoro** from \$2,429.51 to \$1,822.11. All members present voted aye. Motion carried.

## **REPORT FROM CODES ENFORCEMENT OFFICER**

Codes Enforcement Officer Tetreault provided the following report:

### February 2020

- Received complaint from 16 Cedar St., Apt. 4. Sent letter to landlord (Matt Loughan)
- Issued permit to 4 Cane Street for renovations (Doug Powers)

- Researched plans for Cedar Street apartment renovations. (Matt Loughan)
- Met with owner of Cedar Street property to review progress going forward (Matt Loughan).
- Met with owner of burned building at 11167 Rt. 9 (Francis Taitt). Discussed next step to demolition and making building safe until demo starts
- Issued letter to demo in place until asbestos result is received. (11167 Rt. 9)
- Issued permit for 16 Cedar Street, Apt. 5 project.(Matt Loughan).
- Responded to calls from Price Chopper for defective fire alarm, automatic alarm activated, system currently under repair.
- Sent second letter to Neil Coulombe concerning mobile home removal at 8 Spruce Street. Awaiting response.
- Currently working on list of upcoming inspections for multifamily apartments.

## **REPORT FROM THE MAYOR**

Mayor McFetridge reported the following:

With the snow and ice finally melting, the trash and litter than has been blown around is becoming more visible. Take a few minutes to pick up the items on the ground near your homes and dispose of them properly. Also, please remember to put your garbage cans back in their place and away from the sidewalks and streets after the pickup time. According to the Village code, all containers should be removed from the curbing before 11 pm on the day of collection. Leaving them out is unsightly and can be a danger to drivers and pedestrians.

One of the major concerns right now is the corona virus. I would like to reassure village residents that we are working with the Clinton County Health Department to understand the risks and proper procedures to keep people safe. I remind you to do the following:

- Wash your hands often. If soap and water are not available, use an alcohol based sanitizer.
- Avoid touching your eyes, nose or mouth.
- Disinfect frequently touched surfaces that may harbor germs.
- Avoid close contact with anyone who is ill.
- Stay home when you are ill. Contact your primary care provider.

I also encourage neighbors to check on those living alone with a phone call to see if they are well.

One of my goals for this year is to offer more opportunities for outdoor activities. To that end, a group called *Champlain on the Move* will be organizing a series of walks of varying distances offered different times each week. You can check out our Facebook page of the same name or the village website to learn more. The focus of these activities will depend on the interest of those involved, so please weigh in with your ideas. In addition, we hope to participate in the Health Department's *Try 5 Challenge* as a community which involves walking on five different trails in the county. Details to follow on these plans.

## **REPORT FROM TRUSTEES**

### Trustee Kim Trombley

Trustee Trombley reported that she and Tom have received drawings from John Trombley at Modern Mechanical. She has spoken with Mike Morgan at EZ-Docks regarding the docking material and recommends that we go with polypropylene.

Trustee Tom Trombley said that John Trombley at Modern Mechanical had looked into polypropylene and had found a bad review. Trustee Thomas Trombley will request local references from EZ-Dock and if he gets positive results will go with the polypropylene. Trustee Kim Trombley has had no response since her last update sent to AARP.

Trustee Nicci Molinski

The ‘Snow Days’ at the library had low attendance. She will continue to work on getting a teen group together.

Game Day had good attendance with 7 children and 3 adults.

Pi Day will be held on 3/14 at 3:14 p.m. with pi activities and pie offered as a snack at the Library.

Women’s History Tea will be held on March 28<sup>th</sup> from 1-3 p.m. at the Library (\$10 donation.)

Photos with the Easter Bunny on 4/4 from 2:30-4:00 at the Library

There will be a Cooking Class in May.

She is working on a Kid’s Art show and is contacting art teachers to set this up.

There will be a Sport’s Swap in mid-April held by her son, James Molinski.

Trustee Thomas Trombley

The kayak gangway design is done. We need an answer on the decking for the dock, as it should be the same as the gangway.

John Trombley is concerned about the foundation design to hold this in place. We need to find some engineering help with that. Trustee Trombley and Mayor McFetridge will talk with Matt Cooper about that.

The next Water Board meeting will be held tomorrow (March 10, 2020). They are still determining what metrics need to be involved in the O&M expenses.

Trustee Amy Gehrig

The Stewarts Grant information has been submitted and we will wait for a response.

The Library has two new computers that will be helpful for those without computers during the census. There are also two new chairs in the library.

She has written the Garden Grant for 3 types of gardens. That comes out in mid-April.

She will be pursuing the obstacle course grant and has a few more weeks to get that in.

**REPORT FROM CLERK/TREASURER MUNOZ**

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

**PRESENTATION OF WARRANT AND PAYMENT**

Transfers:

From: A5110.4	Street Maintenance	\$4,325.00
To: A1620.2	Building Equipment	\$4,325.00
NCC Surveillance Camera Server Upgrades		

A motion was made by Trustee Gehrig and seconded by Trustee Thomas 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.

From: A8010.11	Zoning consultants	\$310.00
To: A8010.2	Zoning Equipment	\$310.00
Laptop computer for Codes Officer		

A motion was made by Trustee Gehrig and seconded by Trustee Thomas 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.

There are additional invoices to the warrant in the amount of \$2,076.01 for a total warrant of \$28,273.62. A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve the warrant with additional invoices for a total of \$28,273.62

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 SUPERINTENDENT**

Supt Jolicoeur reported the following for February:

- We are working on getting some equipment serviced. Installed new tires on Kubota and New Holland. Repaired an air leak on the Peterbilt, changed out heated mirrors that were hazy and not usable, changed air filter and will be installing new heated wipers.
- We did a full service on the New Holland mower. We pulled radiator off to flush it out and are in the process of rebuilding the deck and welding new bushings in arms on mower to try and get through another year. This mower is 17 years old and getting worn out.
- We were notified of a water leak at 11166 Rt. 9. This service line had frozen and thawed out with the warmer temps, causing a flood in the vacant building. We were able to install shutoff live to stop water and had to repair the curb box. It is now shut off at the street.
- We worked on the sewer jetter, making some new gaskets for the poppets to stop them from leaking, but still have a bad leak around one plunger on the pump. We hope we can get it apart and get parts to fix it. This unit is 43 years old and we are on borrowed time.
- We have had five sewer calls this month, all of them homeowner issues.
- We jetted some frozen culverts and cleaned drains to get water flowing and try to keep it out of roadways.
- We used over 1 ton of coldpatch in the past few weeks, trying to fill some of the potholes that were created over the winter months.

- We changed out 10 old engineer-grade stop signs that were not compliant with the required High Intensity Prismatic signs. We will change more as we move forward with our sign upgrades.
- Supt. Jolicoeur is working with YSI for our DO probe, and Eaton for our VFD drive programming on our waste water blowers. We are having some issues with them cycling and believe it is a program problem.

## **PURCHASE REQUISITIONS**

### **Nose Piece and Plow shoes for Trackless V-Plow**

Wm. H. Clark	1 nosepiece, 2 plow shoes	A5142.2	\$455.00 + \$30-40 frght
Joe Johnson	1 nosepiece, 2 plow shoes	A5142.2	\$527.72 + \$35 frght (\$562.72)

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the purchase of 1 nosepiece and 2 plow shoes from Wm. H. Clark for \$455 plus freight, not to exceed \$562.72.

Roll call vote:

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

Motion carried.

### **New Cutting Edges for Trackless V-Plow**

Northern Supply	Carbide cutting edge	A5142.2	\$400.00+\$50 (if expedited)
Wm. H. Clark	non-carbide Cutting edge	A5142.2	\$299.98 + 39.89 frght

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve the purchase of carbide cutting edge blades from Northern Supply for up to \$450.00.

Roll call vote:

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

Motion carried.

### **Power Pruner for Echo Pole Saw**

Dragoons	Echo Power Pruner	A5110.2	\$189.00
6 various vendors	Echo Power Pruner	A5110.2	\$199-228.84

A motion was made by Trustee Thomas Trombley and seconded by Trustee Molinski to approve the purchase of an Echo Power Pruner from Dragoons for \$189.00.

Roll call vote.

Trustee Kim Trombley	Aye
Trustee Molinski	Aye
Trustee Thomas Trombley	Aye

Trustee Gehrig Aye  
Mayor McFetridge Aye

Motion carried.

**Hach testing supplies** (Buffer solution kit, DPD Chlorine, 1” round glass 10ml, 6pk 25mm round glass, Free chlorine reagent set, phosphate reagent powder pillows, free chlorine reagent powder pillows, ph electrode.) Free shipping if ordered today (\$73.94 savings)

Hach Hach Testing Supplies F8310.4 & G8110.2 \$1,187.58

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve the purchase of water and sewer testing supplies from Hach for \$1,187.58.

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 Office Tetreault to Francis Taitt re: 11167 Rt. 9 demolition
2. Corresp. From Codes Officer Tetreault to Neil Coulombe re: Trailer at 8 Spruce St.
3. JCEO monthly report

## **NEW BUSINESS**

### Fire Alarm System Quotes

Johnson Control without new panel: \$4,996.69

Johnson Control with new panel: \$5,866.00

Impact fire without new panel: \$3,625.00

Impact Fire with new panel: \$6,760.00

The board agreed that we should have a new control panel with a new fire alarm system.

A motion was made by Trustee Kim Trombley and seconded by Trustee Thomas Trombley to go with Johnson Controls fire alarm system for \$5,866.00

Trustee Gehrig would like to see a breakdown of expenses for parts on this quote.

Roll call vote as follows:

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

Motion denied.

This matter will be addressed at our next board meeting.

New Copier Quotes

National

Kyocera Black & White \$5,676.20  
Kyocera Color \$5,719.45

Annual contract \$237.12

Page limit 31,000  
Overage b/w .0076  
Overage color .06

Symquest

BizHub b/w -----  
BizHub color \$3,295.00

Annual contract \$400.00

B/W: 36,000 Color: 3,888  
overage b/w .0069  
overage color .039

Both include toner, parts, labor, travel 11x17 and 8.5x11

A motion was made by Trustee Gehrig and seconded by Trustee Molinski to expend \$3,295.00 for the purchase of a color copier from Symquest.

Roll call vote as follows:

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

Motion carried.

General Code quotes

The cost of Supplementation is \$785 which includes updates of new local laws.

The cost of reprint of 2 entire Code books in custom print post binders is \$1,050.00

The cost of reprint of 2 entire Code books in 8 1/2 x11 large 3-ring binders is \$800.00

A motion was made by Trustee Gehrig and seconded by Trustee Molinski to approve the expenditure of \$1,835.00 for supplementation and reprint of 2 volumes of code in custom print post binders.

Roll call vote as follows:

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

Motion carried.

Village Fest

The board is in agreement for changing the date of Village Fest to sometime in July this year. Mayor McFetridge stressed that she would like the whole board there for this event.

The Board was presented with a number of ideas for this year's Village Fest including:

museum, kid's activities, old folks stories, farmers market, music/concert, art show, history walk, outdoor games, board games, open air movie, community exercise, karaoke, bounce-house, food trucks, ice cream social, kid's talent show, car show, pop-up shop, plein air art. Other involvement included Fire Dept, Hudson Headwaters, hosted radio broadcast. Board members will get back to Mayor McFetridge with the two top dates they are available and their top likes for activities.

EDU Coordinator

This item has been tabled until our next meeting.

Proclamation of Clinton County Cleanup Day Resolution #5

Read and approved by Mayor McFetridge

The Village Earth Day celebration will be held on April 25<sup>th</sup> this year.

**OLD BUSINESS**

Contamination Cleanup

System should be completed by this past Friday; Ship date early this week; Site work will be scheduled.

Snow Plow

Grant application at USDA.

LED Lighting

Mayor McFetridge has signed the agreement with NYSERDA for the buyout of unexpired lights for \$3,788.00. They will be scheduling replacements.

Executive Session

At 8:17 p.m. a motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to close the regular session. All members present voted aye. Motion carried.

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to go into Executive Session. All members present voted aye. Motion carried.

At 8:29 p.m. a motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to come out of Executive Session. All members present voted aye. Motion carried.

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to go back into regular session. All members present voted aye. Motion carried.

Not decisions were made during Executive Session.

Trustee Thomas Trombley reminded residents that Election Day is March 18<sup>th</sup>.

**ADJOURNMENT**

There being no further business before this board, at 8:30 pm a motion was made by Trustee Kim Trombley and seconded by Trustee Thomas Trombley to adjourn. All members voted aye. Motion Carried.

03/11/2020      *Mary Sousa*