

**Village of Champlain
Village Board Meeting
May 9, 2022**

MEETING CALLED TO ORDER/SALUTE TO THE FLAG

A Meeting of the Board of Trustees of the Village of Champlain was held on Mon., May 09, 2022 at the Village Office, 11104 Route 9, Champlain, New York. Mayor McFetridge called the meeting to order at 6:30 p.m.

ROLL CALL OF MEMBERS

Present were Mayor McFetridge, Trustees Trombley, Conner and Herzog & Clerk/Treasurer Munoz. Trustee Molinski was excused this evening.

APPROVAL OF MINUTES

Motion by Trustee Conner, seconded by Trustee Trombley to approve the minutes of the April 4th 2022 Board Meeting. All members voted aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Conner to approve the minutes of the April 18, 2022 Special Board Meeting. All members present voted aye. Motion carried.

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

There was no one present from the public this evening.

REPORT FROM CODES ENFORCEMENT OFFICER

We did not receive a report from the Codes Enforcement Officer for April.

REPORT FROM THE MAYOR

Mayor McFetridge reported the following:

Campfires are not allowed in the Village at this time. The board will discuss this at tonight's board meeting. In the past, the Board has lifted the moratorium from late May until late October. If approved this evening, residents can pick up applications for a fire pit or extend their permit from previous years.

The Community Garden should be tilled and ready for planting at the end of May.

We have received a grant from Stewarts for an outdoor classroom and 2 raised beds in the Community Garden.

The St. Mary's Bazaar will be taking place on May 29th with a parade and tractor pull.

The Farmers Market will be starting up at the beginning of July.

We have scheduled 2 Concerts this summer.

A Community Kayaking group will be starting up soon.

The Village Fest will be held sometime in mid-August.

REPORT FROM TRUSTEES

Trustee Trombley

The Water Board will be meeting tomorrow to go over quarterly information provided. If there are any questions for the Water Board, let Trustee Trombley know.

She provided the Board with a letter written in response to the Town's questions.

Trustee Trombley asked about the Long Boats. Mayor McFetridge stated that there has been no communication, but that we will probably not be doing that program due to the cost of \$1,500/year. We will have our Community Kayaking program though.

Trustee Conner

Trustee Conner reported that the Arbor Day was a success with the kid's activities and cleaning crews from both the Village and the Town. He is looking forward to the Community Garden. The water tank base there has been painted green and flowers will be painted on the sides soon.

Trustee Herzog

Trustee Herzog had nothing to report this evening.

REPORT FROM THE TREASURER

The board has been provided the Expense and Revenue Report for April, 2022

PRESENTATION OF WARRANT AND PAYMENT

There are additional invoices of \$1,826.32 to be added to the warrant for a total warrant of \$27,150.67

A motion was made by Trustee Trombley and seconded by Trustee Herzog to approve the warrant with additional invoices for a total of \$27,150.67. Roll call vote:

Trustee Trombley	Aye
Trustee Nicci Molinski	Absent
Trustee Charles Conner	Aye
Trustee Herzog	Aye
Mayor McFetridge	Aye

Motion carried.

Wastewater Disinfection Project

Motion by Trustee Conner, seconded by Trustee Trombley to approve payment of \$33,029.75 to Barton & Loguidice for the Wastewater Disinfection & Upgrade project. Roll call vote:

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

Motion carried.

Water Line Replacement Project

Motion by Trustee Conner, seconded by Trustee Herzog to approve payment of \$10,724.25 to Barton & Loguidice for the Water Line Replacement Project. Roll Call Vote:

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

Motion carried.

REPORT FROM THE SUPERINTENDANT

Supt. Jolicoeur provided the board with a report for April 2022.

Purchase Requests

1. Windshield for the Loader

Dragoons	\$1,496.00
Beauregards	\$1,734.00

Motion by Trustee Trombley, seconded by Trustee Conner to approve the purchase of a windshield for the Loader from Dragoons for up to \$1,496.00. Trustee Trombley will check on our Insurance Policy to see if we are covered for windshield replacement and what the cost would be to have that coverage added on. Roll Call vote:

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

Motion carried.

2. 2010 Peterbilt Exhaust Heat Shield & Grab Handle

Motion by Trustee Conner seconded by Trustee Trombley to purchase the exhaust heat shield and grab handle at a cost of \$589.80. Roll Call vote:

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

Motion carried.

CORRESPONDENCE

1. Corresp. from Richard McGrath from Eagle Scout Troop #8042
2. CHIPS funding balances
3. Request for accrued sick time payout from Woodrow Kissel.

NEW BUSINESS

1. Fire Pit Permits

Motion by Trustee Herzog, seconded by Trustee Trombley to lift the moratorium on burning in the Village and allow Fire pits with some restriction from May 27th – Oct. 17th 2022. All members present voted aye. Motion carried.

2. Wastewater Credit Policy reviewed

There have been several changes in the wastewater credit policy procedures which need to be updated. We can now do hourly readings, which give a better reading of water usage during a water break. Also, residents now pick up the pool meters themselves and return them to us. The DPW is not responsible for delivering and picking up meters. The Board agreed to those changes and will review the policy once rewritten.

3. “Running Your Highway” workshop for Supt. Jolicoeur

Motion by Trustee Conner, seconded by Trustee Trombley to approve Supt. Jolicoeur’s attendance at this workshop on May 17th. All members present voted aye. Motion carried.

4. Sick Time payout: W. Kissel

Woodrow Kissel has accumulated sick time and is requesting a payout for 380 hours of that sick time in the last payroll of May. Both the Village Personnel Policy and Teamster’s state that “Employees may be paid for any accumulated sick leave on the last payday of May for the last 12 months of sick leave”. Discussion followed. The board agreed that only 72 hours have accumulated in the last 12th months and that he can request the rest of his accumulated sick leave at retirement.

Motion by Trustee Trombley, seconded by Trustee Conner to approve 72 hours sick leave time paid out to Woodrow Kissel at the final payroll in May of this year. All members present voted aye. Motion carried.

5. Financial Advisor

Mayor McFetridge stated that the engineers have recommended that we hire a financial advisor for help on filling out the forms for loans & other requirements for the water line replacement project. The cost is not to exceed \$13,500 and will come out of project funds. Discussion followed.

Motion by Trustee Conner, seconded by Trustee Trombley to approve the expenditure of \$13,500 under the waterline replacement project funds to hire *Fiscal Advisors and Marketing* for their financial advisory services. All members present voted aye. Motion carried.

6. Comprehensive Plan

The Town Supervisor, Thomas Trombley, is working on getting a grant for a Comprehensive Plan. We do not have one, and it would help in getting future grants. The Town Supervisor is wondering if the Village would like to join the Town on this application. The cost is \$45,000, which will be 90% funded if they receive the grant. The remainder would be split between the Village and Town. Discussion followed. The board agreed to join the Town as long as the 90% grant is received.

7. Temp Employee

Mayor McFetridge stated that our workforce has been depleted and we are down 1 to 2 people between injury and vacation time. She has spoken with Westaff about finding someone to work for 2-3 months. Westaff covers all benefits and it would cost us \$22.50/hour or \$7,200 for 8 weeks. Discussion followed.

Motion by Trustee Trombley, seconded by Trustee Conner to approve using Westaff to hire a temp employee for 8 weeks at a cost of \$7,200.00. All members present voted aye. Motion carried.

OLD BUSINESS

A Special Board meeting was scheduled for May 26th, at 10:00 a.m. at the Village Office to pay any remaining bills due before the end of our fiscal year.

ADJOURNMENT

There being no further business before the board, at 7:20 pm, motion to adjourn by Trustee Trombley, seconded by Trustee Conner. All members present voted aye. Motion carried.

M. Spring, Secretary

CODE ENFORCEMENT OFFICER'S REPORT

SUPERINTENDENT'S REPORT

We are extremely low on manpower. We have one employee that works daily on water and sewer duties and one employee for the streets. This will continue until June 1st when we will have two employees for the streets. This makes getting things done very difficult. Most tasks require more manpower to complete safely. We are and will continue to get done what we can with the limited manpower.

WATER:

- Excavated and repaired water leak on Racine Lane.
- Checked on water leak on Filion Lane. It was a service line and owner will be replacing lateral.
- Pre-filters were delivered for the water plant
- Changed one water meter that was leaking and had previously frozen.
- Completed monthly water readings.

SEWER

- We are waiting for a quote on parts for Main Street lift station.

EQUIPMENT

- We are getting the mower ready.
- We have some repairs to be done on our 2010 Peterbilt before inspection renewal.
- We will be sending the new 2022 Peterbilt to the shop for warranty work. The 2010 is back in service.
- Washed and desalted plows and removed from the trucks.

STREETS

- We had one last snowstorm of the winter
- Started sweeping.
- Patched potholes.
- We will be picking up brush starting tomorrow (May 10th). Please put your brush curbside. We will not be picking up bagged debris or leaves.