

**Village of Champlain  
Village Board Meeting  
July 13, 2020**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, July 13, 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, Kim Trombley, Amy Gehrig and Nicci Molinski, Clerk/Treasurer Munoz, Superintendent Jolicoeur and Secretary Sousa.

Also present was Matt Cooper from Barton & Loguidice.

**APPROVAL OF MINUTES**

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

A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve the minutes of the June 26<sup>th</sup> Special Board Meeting. Trustees Molinski and Thomas Trombley abstained. All other members present voted aye. Motion carried

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

No one from the community was present this evening.

Matt Cooper from Barton & Loguidice

We have 2 studies in progress right now; Sewer Plant Disinfection & Water Line Replacement.

**WWTP Disinfection Grant & Long Term Capital Improvement Plan**

The EPG grant was awarded in December and we just received our first 50%. Once the final PER report is completed, submitted to DEC and approved, we will get the final 50%. The report should be complete by the end of July and submitted to DEC in August.

We don't yet have a project scope, but it will start with the base Disinfection project. 80% of the funding for the disinfection project will come from the WQIP Grant. We are in the last round for WQIP funding for the disinfection mandate, so there is not enough grant money to go around right now. However, DEC has given us 5 years to comply and get through funding for this project. The remainder could be financed through EFC as we will most probably qualify for a hardship loan at 0% interest. WQIP does not cover plant upgrades not related to disinfection, but the WIIA Grant (Water Infrastructure Improvements Act) does offer 25% funding for other sewer projects to offset those costs.

The funding schedule is: Funding in Spring 2021, WIIA grant in summer 2021, Design in December 2021, Construction August 2022 and completed in Spring 2023.

We will need a decision on the scope of the project for funding applications by next month.

**Water Main Replacement**

The board was provided with a map of the base water main replacement locations and additional locations & a chart of additional cost per EDU according to scope of work and funding scenarios.

The USDA Rural Development Grant for the study was awarded in March. B&L is working on the PER (preliminary engineering report) at this time. We have three options for scope of project:

1. Replace water main only and reconnect existing laterals to new main.
2. Replace water main and replace laterals from main to street right-of-way, then splice back into existing laterals.
3. Replace water main and replace laterals from main all the way to house.

There are also 2 possible additions to the base project:

**Base project:** Rt. 9 from South Street to Cedar Street with a short part of Cedar Street, Rt. 9 from Mill Street to Willow Street and small part on the west end of Elm Street.

+ Rt. 9 from Ashline Drive to South Street.

+ Rt. 9 from Willow Street to Willow Street.

We also have several funding scenarios.

The board was supplied with funding options of 1) RD loan only 2) RD loan/WIIA grant 3) EFC loan/WIIA grant 4) CDB Grant/EFC loan.

### **Funding Sources**

USDA RD Grant eligibility criteria is based on our existing user rates and what the typical user in Champlain can afford for water. This is based on 1.8% of median income (from 2010 census info) or \$670/year. Currently our rates average \$400/year. Per RD we could afford a loan of up to \$4 million before it would increase our user rates by \$270 and before we would get funding from them RD.

EFC administers loans, their own grants and the WIIA Grant/Loan.

WIIA grants are based on our MHI. If low enough, we would qualify. WIIA doesn't adhere so much to the point schedule and are looking for those who are ready to move forward with a project. They do require SEQOR and bond resolution before you even apply.

EFC hardship grants are run by a point score based on how bad your problems are, geared more towards treatment issues than replacements.

CDBG offers up to \$1million grants which requires an income survey

### **Funding Schedules**

RD: has rolling grant or loan applications throughout the year.

EFC: loan applications must be submitted by August.

CDBG Grant applications are under CFA's which has not been announced. We must qualify to apply through an income survey so we could not apply until 2021. It is unsure which area would require the income survey: the whole village or just the streets in need of repair. RCAP can do the survey but they only have 1 rep in the state. We could also have a 3<sup>rd</sup> party do the survey at a cost of \$10-20K. Census data cannot be used for the survey as they no longer collect that information. At least 51% of our population must be in the low to moderate income range, which is less than 80% of the state's MHI. Based on American Community income surveys from 2017 or 2018, we are at 50.0% just under pre-qualifying. A new survey must be done, and there is no guaranty that the new survey would qualify us.

RD and EFC Loan applications should be submitted soon.

The WIIA grant is our most probable grant and we should have things ready for mid-September. It requires a SEQR and Bond Resolution by the board. The SEQR Part 1 can be prepared by B&L, then we declare our intent to be lead agency and all involved agencies are sent a letter for their response/agreement with that request. Part II & III are then completed by B&L, we do a negative declaration and the board must pass a bond resolution with a wait of 30 days bond notice and another 20 days estoppel notice. It is important that we start this process now to be ready for the possible mid-September deadline.

Mayor McFetridge mentioned that she asked Matt Cooper to do an additional project cost for Main Street (Route 9) from Ashline Drive to Cedar Street only. (Not the turn on Cedar Street, not Mill Street to Willow Street and not Elm Street section.) This area is in most desperate need. Supt. Jolicoeur said that we have 35 bands on that stretch.

Matt Cooper said if we want to apply for the WIIA this year and start in July to get through the SEQR, that would be our next opportunity to be together to decide what projects we want to tackle. The SEQR would probably clear all of the projects for the environmental review. For the Bond Resolution we need to know the size of the project we want to take on: Base, add-on 1 or add-on 2. We can reduce the size of the project from the SEQR, but cannot add on.

The WIIA grant will cover 60% even if you reduce the base project.

The WIIA grant covers the project retroactively so we could start with a loan. The project is covered by the grant as long as the project is not 100% complete when the grant is awarded. CDBG does not allow that.

Matt Cooper, we must decide on the scope of the project and start the SEQR process now by declaring our intent to be Lead Agency on this project.

The board would also have to decide on the scope of the project by next month.

### **REPORT FROM CODES ENFORCEMENT OFFICER**

Codes Enforcement Officer Tetreault provided the following report for June:

- Issued permits to Jeff Lamberton (185 Elm St.) Clifford Demers (747 Prospect st.) and Rene Poirier (11197 Rt. 9).
- Spoke to David Phelps (IFC) concerning construction of addition

- Sent letter to Neil Coulombe concerning 8 Spruce Street mobile home
- Sent letter to Francis Taitt, Order to Remedy (11167 Rt. 9)
- Spoke to Sean Monahan concerning junk at 192 South St. Denied Burn Permit until property complies.
- Issued Burn Permit to Horvats
- Handled fire code violation at Price Chopper
- Answered question from Bruce Labelle concerning placing a home on Willow Street lot.
- Neil Coulombe mobile home removed from 8 Spruce Street property.
- Left notices or spoke to the following people concerning grass issues: Ronald Donahue, Bernard Gergeoura, Crystal Belanger, Sandra Barber.
- Spoke with Bev Grace concerning grass at 11218 Rt. 9
- Completed foundation inspection at Poirier project, 11197 Rt. 9.

### **REPORT FROM THE MAYOR**

Mayor McFetridge reported the following:

Good evening. Now that the North Country has moved into phase four of the Moving New York Forward, we have been able to reopen the playground. Currently basketball is still not permitted, and we will not replace the pole and hoop until the sport is allowed. One new addition at the playground is a large map of the United States painted on the tarmac. I would like to thank those who donated their time to this project - Thor Frostick, Carter and Ben Fredette, the Cone family (Christina, Alex, Dylan, Geri), the Boire family (Rachel, Grace, Josiah), the Wrye family (Tricia, Natalie, Maria, and Tess) and the Molinski family ( James, Cora and Nicci) . Everyone pitched in and created a beautiful mosaic.

The Champlain Farmers Market will begin on Saturday, July 18 from 9 am until noon and run every Saturday until mid-September in Paquette Park. Please support our local vendors by purchasing their produce and other hand crafted items.

We are having some problems with four wheelers both on the village streets and on the rec trail. They are creating excessive noise and unsafe conditions for themselves and their neighbors. In addition, there has been damage to the bridge and the path on the rec trail. I understand that four wheelers are fun and popular, but they must be used responsibly in permitted areas. If you are having issues with this, please contact law enforcement. We intend to pursue those damaging the Northern Tier Rec Trail.

As many of you have probably noticed, the DPW is preparing road shoulders for upcoming paving and re-establishing ditches some of which haven't had attention for years. I will keep residents informed as to which streets are being worked on through our Village Facebook page. If you do have a question or a concern regarding village work, I request that you call the office for information rather than gripe about it on social media. It is most helpful to have the facts before speculation is posted. All of our employees are dedicated to doing the best job possible and when their work is criticized publically without the correct information, it is discouraging and unfair.

May you stay cool and healthy throughout this scorcher of a summer. Wear a mask. Stay six feet apart. Look out for one another. Let us continue to move forward together.

### **REPORT FROM TRUSTEES**

Trustee Molinski

Trustee Molinski reported that the map painting project at the playground went very well. Also, there have been 3 virtual Fun Run's so far, each with a different theme.

Trustee Gehrig

Trustee Gehrig reported that the volleyball net and the 2 new playground pieces have been ordered with some money left over for ground cover.

She reported that nursing home visitation will start up this Wednesday with strict guidelines.

Trustee Kim Trombley

Trustee Trombley reported that the water board had sent a letter to the Village and Town Boards with initiatives and timelines. They are hoping to get reports for 2019-2020 revenues and expenditures summaries for their next meeting on July 24<sup>th</sup>. The water/sewer billing schedule is different from the village's fiscal year schedule. Discussion followed on changing the billing schedule to coincide with the fiscal year.

Trustee Thomas Trombley

Trustee Trombley reported that the blood drive at the EMS station was very successful and he will continue to work with Champlain EMS on future blood drives.

On July 16<sup>th</sup> they will be starting assembly of the docks and will need a few more people to help.

**REPORT FROM CLERK/TREASURER MUNOZ**

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

July 1<sup>st</sup> water/sewer billing totals: Water \$63,704.77 and Sewer \$65,557.96.

The following Transfer is needed to pay for new Code Books.

From: A1990.4	Contingency Fund	\$835.00
To: A1420.11	General Code	\$835.00

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

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

Motion carried.

**PRESENTATION OF WARRANT AND PAYMENT**

There are additional invoices of \$1,275.40 to be added to the warrant for total of \$19,265.73.

A motion was made by Trustee Thomas Trombley and seconded by Trustee Gehrig to approve the warrant with additional invoices for a total of \$19,265.73. Roll Call vote:

Trustee Molinski	Aye
Trustee Kim Trombley	Aye
Trustee Thomas Trombley	Aye

Trustee Gehrig Aye  
 Mayor McFetridge Aye

Motion carried.

**REPORT FROM THE SUPERINTENDANT**

Supt Jolicoeur reported the following for the DPW:

They are working on streets cutting shoulders and ditching for paving: South Street (west of Rt. 9), Racine Way, and Prospect Street.

Water & sewer will have to be installed before paving on Cedar Street. He is not sure he will have enough time to do it. The road is still cut out there and has been for a few years. He expects paving to start at the beginning of August.

DI drains need to be rebuilt. Patching in a few areas. Shoulder the roads after paving is done. Sidewalk and curb replacement. Water service on Main Street to be re-tapped.

Sewer Plant needs a lot of things done: Empty tanks for broken air-line, replace diffusers, patch hole in one tank, scrape and paint the piping.

Remove generator at water plant and put in retaining wall for a 12” pad for new generator.

Ditching and culverts on Oak Street and on Rec. trail. Tree trimming and removal. Flushing to be done in the fall.

Generator for Water Plant

The fuel tank for the generator at the water plant is outdated and should be upgraded. Supt. Jolicoeur would like to get a new tank twice its size with a 48 hour run time versus a 24 hour run time. While we are getting a new generator, it would be beneficial to get the updated larger tank. This would be an additional cost of \$1,300.00, which would come from fund balance.

Trustee Thomas Trombley amended his motion from June 8, 2020 to purchase a new generator for the water plant to include an additional \$1,300.00 for the larger fuel tank, for a total cost of \$49,855.00. Motion was seconded by Trustee Kim Trombley. Roll call vote:

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

Motion carried.

Plow Truck

	<b>Truck</b>	<b>Body</b>	<b>Warranty 5 yr/100k Engine</b>	<b>Warranty 5 yr/100k After treatment</b>	<b>TOTAL</b>
#1	\$98,382.44	\$88,780.00	\$1,650.00	\$ 640.00	\$189,452.44
#2	\$101,229.92	\$88,780.00	included	included	\$190,009.92

#1 Kenworth Northeast Group-Buffalo: closest dealership is Shelburne VT (41.6 miles)

#2 Champlain Peterbilt: closest dealership is Champlain NY (1.2 miles)

A motion was made by Trustee Thomas Trombley and seconded by Trustee Kim Trombley to choose option #2, as it is a local company and close by. Roll Call vote:

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

Motion carried.

**CORRESPONDENCE**

1. Corresp from NYS DOT regarding CHIPs funding
2. Corresp from Northern Tier Housing with donation

**NEW BUSINESS**

1. Resolution of Polling Place and Time

**RESOLUTION  
 POLLING PLACE AND TIME  
 2020 ELECTIONS  
 VILLAGE OF CHAMPLAIN**

**WHEREAS**, the next Village Election for offices of the Village of Champlain, New York, will be held on September 15<sup>th</sup>, 2020, and

**WHEREAS**, the Board of Trustees of said Village must designate, by resolution, the polling place and hours which the polls shall be open, per Section 15-104-3b of the State of New York Election Law; then be it therefore

**RESOLVED**, that the Board of Trustees of the Village of Champlain has determined the polling place shall be at the Village of Champlain Office, 11104 Route 9, Champlain, New York, with the polls being open from 12 p.m. to 9 p.m., and

**BE IT FURTHER RESOLVED** that as required by Section 15-104-3b of the State Election Law, notice of said Village polling place and time the polls will be open be given at least sixty (60) days prior to said Election date.

**THIS RESOLUTION** shall take effect immediately.

A motion was made by Trustee Kim Trombley and seconded by Trustee Amy Gehrig to accept the resolution as presented.

Roll call vote as follows:

Trustee Nicci Molinski	Aye
Trustee Kim Trombley	Aye
Trustee Thomas Trombley	Aye

Trustee Amy Gehrig                      Aye  
Mayor McFetridge                      Aye

Motion Carried  
Dated: July 13, 2020

2. Matt Cooper: WWTP disinfection & waterline replacement  
Mr. Cooper spoke earlier in the meeting.
3. Resolution of Thanks to John Trombley/Modern Mechanical  
This item was tabled.

4. Volleyball net purchase  
A motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to approve the expenditure of \$900.35 for the purchase of a volleyball net. This purchase is covered by a grant and the village will be reimbursed for this amount. Roll call vote:

Trustee Nicci Molinski  
Trustee Kim Trombley  
Trustee Thomas Trombley  
Trustee Amy Gehrig  
Mayor McFetridge

Motion carried.

5. Generator: upgrade of fuel tank  
This matter was addressed earlier in the meeting
6. Clerk/Treasurer Munoz Insurance Policy change  
Mayor McFetridge reported that Clerk/Treasurer Munoz has selected a different insurance policy with a slight increase, but in line with the other policies. She opted to not join with the Union policy due to the higher cost to the village.
7. Wastewater credit: Stacy Lucas  
Stacy Lucas reported that his hot water tank broke and ran for 5-6 days and was replaced. Because of this break, there was an excessive amount of water that leaked onto the basement floor. Supt. Jolicoeur confirmed that the water did not enter the wastewater system. Their average use for the past 3 quarters was 16k gallons. The usage this quarter was 38k gallons, a difference of 22k gallons. At \$4.80/K gallons, a wastewater credit would be \$105.60.  
A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve a wastewater credit in the amount of \$105.60 to Stacy Lucas. All members present voted aye.  
Motion carried.

## **OLD BUSINESS**

## **ADJOURNMENT**

There being no further business before the board, at 8:00 pm, a motion was made by Trustee Kim Trombley and seconded by Trustee Gehrig to adjourn. All members present voted aye.  
Motion carried.

Trustee Gehrig reported that she cannot be at the August 10<sup>th</sup> board meeting.



The board will hold a Special Meeting on Monday, July 27<sup>th</sup> at 1:00 pm at the Village Office to declare our intentions to be the Lead Agency on the SEQR.