

**Village of Champlain
Village Board Meeting
November 4, 2024 6:30 p.m.**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, Nov. 4, 2024 at the Village Office, 11104 Route 9, Champlain, New York.

PLEDGE OF ALLEGIANCE

MEETING CALLED TO ORDER & ROLL CALL

Mayor McFetridge called the meeting to order at 6:30 p.m. Present were Mayor McFetridge, Trustees Trombley, Molinski, Conner and Herzog and Clerk/Treasurer Munoz.

APPROVAL OF MINUTES

Motion by Trustee Molinski, seconded by Trustee Herzog to approve minutes of the Oct. 7, 2024 board meeting. Trustee Conner abstained. All other members present voted aye. Motion carried.

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

No one was present from the community this evening.

REPORT FROM CODES ENFORCEMENT OFFICER

REPORT FROM THE MAYOR

Mayor McFetridge reported:

There is a No Parking order from Nov. 1, 2024-April 1, 2025 from 2 a.m.-6 a.m. Also, please remove empty garbage cans from the sidewalk as soon as possible for the sidewalk plow to get through.

She thanked all who participated in the Trunk or Treat this year. There was a great turnout.

The Reverse Trick or Treat at Northern Tier Housing was also a success.

She reported on the German Shepard dog that has been seen in the community. It seems well-fed and in good shape, and seems to be released from its home at some point. It has been more aggressive recently and seen a lot in the Oak Street area. If you come in contact or see it, please contact our Dog Control officer.

The Holiday Tree Lighting will take place on Dec. 14th at 6:00 p.m. at Paquette Park.

She wished everyone a Happy Thanksgiving and asked that you reach out to your neighbors.

REPORT FROM TRUSTEES

Trustee Herzog

Trustee Herzog had nothing to report this evening.

Trustee Conner

Trustee Conner thanked all of those who participated in the Trunk or Treat. It was a great success.

He asked that residents not leave bags of debris on the side of the road indefinitely.

Trustee Molinski

Trustee Molinski thanked all who were part of the Trunk or Treat.

The Pumpkin carving contest at the library had 20 entries and prizes for classic, scary and original pumpkins.

The Town's Fun Run had 25 participants. The winner was a H.S. cross-country runner with a 22 min 5K run.

She thanked those who participated in the Walk to Connect.

Congratulations to the NCCS boys and girls soccer champions. They will be going to sub-Regionals next.

Cooking Class will be held on Nov. 17th at 1:00 p.m. at the Meeting House.

Christmas Crafts for Kids will be held on Dec. 14th from 1-2:30. Candy Cane Hunt will take place at 2:30 p.m.

Trustee Trombley

Trustee Trombley had nothing to report but said that the new sidewalks look great.

UpAheadgov Presentation

Tye Prosser joined the meeting through Zoom for a presentation on a program to help with communicating with the community. The program allows for text alerts to go out to people who have signed up. They could be notices, events or emergencies. The program allows people to text in with questions or to report an issue in the village. Based on responses, they will be referred to the appropriate person or department. There is also an option that allows us to send robo-calls to land lines for people who do not have a cell phone or do not text.

The cost is \$199/month with a term of 2-3 years and setup costs of \$999.00. This includes unlimited users, 24/7 support, mass texts, and marketing plan. He could see if he could get a one-year term if that is a deciding point for the board. The quote is good until Nov. 15th but could be extended.

Mr. Prosser left the meeting at 6:50 p.m.

Trustee Trombley said that many older people will not answer the phone if they don't recognize the number.

Mayor McFetridge said that they can leave a message.

Trustee Conner commented that some people do not have an answering machine.

Mayor McFetridge was concerned that we are not getting good information out to the public.

Further discussion followed. The board will make a decision at the next board meeting.

REPORT FROM CLERK/TREASURER MUNOZ

The Board was provided the Expense & Revenue report for October 2024.

Transfers:

To:	A5110.2	Street Maintenance/Equipment		\$835.62
From:	A5110.4	Street Maintenance Contractual	\$835.62	
To:	G8120.2	Sanitary Sewer/Equipment		\$65,656.54
From:	G599	Fund Balance	\$65,656.54	

GENERAL JOURNAL ENTRIES NECESSARY TO FUND ACCOUNT IN NEED

Motion by Trustee Molinski, seconded by Trustee Herzog to approve the transfers as written.

Roll Call vote:

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

Motion carried.

Water Line Replacement Project

10/25/24	TJ FIACCO CONSTRUCTION	\$108,399.75
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Wastewater Treatment Plant Disinfection & Improvements

10/29/24	PERRAS EXCAVATIN INC.	\$85,466.76
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Motion by Trustee Trombley, seconded by Trustee Molinsksi to approve these payments. Roll call vote:

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

Motion carried.

Diamond Maps

Further investigation into the Diamond map program found that the cost through Diamond Maps would be \$50/month for unlimited users vs. \$31/month through RAFA. The cost is based on population served. The previous quote for \$131/month was assumed to be a mistake. In order to continue with the unlimited users upgrade, we will need to pay \$36 on top of the current contract. Trustee Herzog asked if this will remain on the O&M. Clerk/Treasurer will leave it on the O&M for now. Trustee Trombley said that someone from the water board has been asking for an explanation of the program. They will discuss it at the next water board meeting.

A motion was made by Trustee Trombley, seconded by Trustee Molinski to approve the Diamond Maps unlimited users program and payment of \$36 for the last three months of the contract. Roll call vote:

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

Motion carried.

PRESENTATION OF WARRANT AND PAYMENT

The warrant was presented with additional invoices of \$6,010.09 for a total of \$91,480.03.

Motion by Trustee Conner, seconded by Trustee Trombley to approve the warrant with additional invoices.

Roll call vote:

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

Motion carried.

Clerk/Treasurer Munoz said that our contract with Constellation energy is up this month. Our current rate is .06072 which would only increase to .06084 for a one-year term.

REPORT FROM THE SUPERINTENDANT

CORRESPONDENCE

1. 3rd Quarter Sales Tax Revenue
2. Corresp from NYCOM regarding Comp Alliance Workers Comp Insurance
3. Dewey Tavern Nomination for “7 to Save” program

Mayor McFetridge reported that the “7 to Save” is a request by the Preservation League to nominate historic places for recognition. The Town is sponsoring the application which was written by David Patrick.

NEW BUSINESS

1. Election Notice of Offices to be Filled

Motion to approve by Trustee Trombley, seconded by Trustee Conner. Roll Call Vote:

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

Motion carried.

2. Winter Parking Hours

This is no parking on any street in the Village between the hours of 2 a.m. and 6 a.m. from November 1st, 2024 to April 1st 2025.

3. House Decorating Contest

The House Decorating Contest will take place during the week of Dec. 15-21st.

4. Tree Lighting with Santa

The annual Tree Lighting will take place on Saturday, Dec. 14th at 6 p.m.

5. Brush Pickup

Brush pickup ended Nov. 1st.

6. Tree Ordinance

The Village has been a Tree City for 6-7 years. Last year, we were asked to expand our proclamation to be more specific with standards, nuisance trees, etc. This is due in mid-December. Mayor McFetridge made additions to the ordinance to comply.

A motion was made by Trustee Conner, seconded by Trustee Molinski to approve the Tree Ordinance as modified. All members present voted aye. Motion carried.

7. Project updates

a. WWTF Disinfection & Upgrade Change Order #1 Perras Excavating Inc.

This change order includes moving \$3,824.06 out of the project contingency to Perras Excavating Inc. contract and applied to Pay Item "Allowance" to increase the total from \$150,000 to \$153,824.06.

Motion by Trustee Conner, seconded by Trustee Herzog to approve this change order. Roll call vote:

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

Motion carried.

b. WWTP Disinfection & improvements Owner-Engineer Amendment #5

Modification of payment to Engineer in the amount of \$42,500 for a total adjusted Agreement amount of \$847,500.00. This amendment adjusts the construction phase, post-construction phase, subcontracted services, permits, funding assistance, record drawing, reimbursable expenses and RPR to the actual costs incurred and projected costs.

Motion by Trustee Trombley, seconded by Trustee Herzog to approve this Amendment #5.

Roll call vote:

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

Motion carried.

c. Water Main Replacement Change Order #1 TJ Fiacco Construction

Increase quantity of backfill from 900 CKY to 1,980 CY Increase of \$3,200.00

Increase quantity of asphalt top from 29.5 ton to 130 ton. Increase of \$20,100.00

Increase quantity of asphalt binder from 59 ton to 160 ton. Increase of \$19,190.00

Increase quantity of 8' PVC from 4,640 LF to 4,780 SF. Increase of \$16,800.00

Reduce quantity of 8' HDPE water main from 140 LF to 20 LF. Decrease \$72,000.00

Reduce quantity of 1' PEX water lateral from 1,850 LF to 300 LF. Decrease of \$91,450.00

Substantial completed changed from Sept. 30,2024 to Dec. 31,2024.

Final Payment changed from Nov. 15, 2024 to May 1, 2025.

Motion to approve by Trustee Conner, seconded by Trustee Molinski. Roll call vote:

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

Motion carried.

d. Water Main Replacement Owner-Engineer Amendment #5

Modification of payment to Engineer in the amount of \$129,031 for a total adjusted agreement amount of \$436,900. This amendment adjusts the construction phase, permits, funding assistance, reimbursable expenses and Resident Project Rep to the actual costs incurred and projected costs.

Per Anthon Young at B&L, this amendment increases RPR to \$114,000. Our initial \$38,000 was for 2 months of construction. Although the contractor is doing good work, it is going much slower than we anticipated. It looks like construction will now be 8 months (April 29th through December). Mike did the inspection for the first 2 months, so that leaves 6 months for Jeff which is triple the initial estimate. $\$38,000 \times 3 = \$114,000$.

Motion to approve by Trustee Conner, seconded by Trustee Herzog. Roll call vote:

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

Motion carried.

e. Fiscal Advisors Resolution of Modified Budget

The Village board modifies the following administrative budget item to Form E #6

A.4 Fiscal Coordination-\$5,000 moved from contingency;

The reason for this modification is to increase Fiscal Coordination for a BAN renewal needed due to cost overruns on construction bids. The budgetary modification resulted in a decrease of contingency by \$5,000 for the administrative budget item.

Motion to approve by Trustee Trombley, seconded by Trustee Herzog. Roll call vote.

f. Fiscal Advisory Services Agreement Amendment

Amendment to modify the "Not to Exceed" budget fee, due to a BAN renewal needed because of the project cost overruns. Amount of \$18,500 includes BAN fees and currently hourly fees for administrative services disclosed in the Agreement related to USDA-RD services. The previous not-to-exceed budget was \$13,500.00.

Motion to approve by Trustee Molinski, seconded by Trustee Herzog. All members present voted aye. Motion carried.

8. Roller Purchase

We have a shared serviced agreement with the Village of Rouses Point and the Town of Champlain. We are buying a roller together, and once it has been paid for and submitted to the county, we will be reimbursed for using shared services.

Motion by Trustee Conner, seconded by Trustee Trombley to approve the shared services agreement with the Village of Rouses Point and the Town of Champlain for the purchase of a roller.

9. UpAhead gov presentation

This was completed earlier in the evening.

OLD BUSINESS

1. Diamond Mapping

This was addressed earlier in the evening.

ADJOURNMENT

There being no further business before the board, at 7:38 p.m. a motion was made by Trustee Trombley, seconded by Trustee Conner to adjourn. All members voted aye. Motion carried. *Mary Spring, Secretary*