

Village of Champlain Village Board Meeting October 10, 2018

A Meeting of the Board of Trustees of the Village of Champlain was held on Wednesday, October 10th, 2018 at the Village Office, 11104 Route 9, Champlain, New York. Present were Mayor Martin, Trustees McFetridge, Gehrig, Thomas Trombley and Kim Trombley, Clerk/Treasurer Munoz, Secretary Sousa and Supt. Jolicoeur. Codes Officer Tetreault was excused this evening.

Mayor Martin called the meeting to order at 6:42 p.m.

A motion was made by Trustee Thomas Trombley and seconded by Trustee McFetridge to approve the minutes of the September 10, 2018 board meeting. All members present voted aye. Motion carried.

A motion was made by Trustee McFetridge and seconded by Trustee Thomas Trombley to approve the minutes of the September 19, 2018 Special Board Meeting. All members voted aye. Motion carried.

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

No one was present from the Community this evening.

REPORT FROM CODES OFFICER

Codes Officer Tetreault was excused this evening.

Codes Officer Tetreault had spoken with Denis Richard, who was hired by David Bernier to clean up his property on Oak Street and it will be cleaned up by next Wednesday, Oct. 17th. Violations that were issued to Ron Trombley, Curtis Labarge and Briana Mashtare have been taken care of.

REPORT FROM THE MAYOR

Mayor Martin reported the following:

The October 1st water bill shows the rate increase applied in order to prepare for our part of the Shared Services Water Project loan due in January 2019. This loan was necessary to make water service improvements in both the Village and the Town. We are receiving softer water and greater water pressure due to these improvements. This water system supplies water to many outside users, which the Village residents bought and paid for. The system is owned and operated by the Village. The Shared Services Water Project made the area served larger with more users, and we will continue to operate a safe system supplying an excellent product for all.

The Village operates as a business supplying water, a necessary essential, and your water bill must be paid on time, by the end of the issuing month. The Oct. 1st bill must be paid, in full, on or before October 31st. We will not accept partial payments or post-dated checks. Bills can be paid with cash, check or credit card, with directions on paying with a credit card on our website. (there is a small charge for this service). A notice of late payment will be sent out on the 10th day after due date. Shut off notices will be delivered on the 15th day after due date and shutoffs will begin on the 17th day after due date. If these dates fall on a weekend or holiday, late/shutoff notices will be on the next day the Village Office is open. If water is shut off, water charges, a 5% late fee and \$25 each for both turn-off and turn-on of water services must be paid before

service is restored. The Village can work with those with special circumstances for a 2-3 day extension if arrangements are made in advance at the Village Office.

The campfire/firepit extension will expire on October 31st. No burning will be allowed in the Village after that time.

The decontamination process continues at the Village Office. DEC continues to monitor and direct the remediation process and hopefully, this will be completed before the ground freezes.

REPORT FROM THE TRUSTEES

Trustee Janet McFetridge reported the following:

- Champlain History Day will be held on October 13th from 1-3 pm at the Samuel de Champlain History Center.
- Trunk or Treat will be held on Sunday, October 28th starting at 1 pm at the playground.
- Author Talk with Nick Boolukos on November 7th at 6:30 p.m. at the Champlain Meeting House: "Notes from a Journal of Faith".
- JCEO is in need of drivers to go to/from medical appointments. Please see Julie at the JCEO office for details.
- A Blessing Box has been placed in front of the church on Butternut Street. It is filled with food and paper products to contribute or pick up.
- A Free Library has been placed on Main Street between the old pharmacy & Meeting House.
- Many houses are being renovated in the village right now and she thanked those who are investing in our village.

Trustee Kim Trombley said she wants to work with Supt. Jolicoeur regarding sidewalks. Supt. Jolicoeur said that they have put some forms in sidewalk areas that are in rough shape. When they have enough they can get a cement truck in to get them done.

Trustee Thomas Trombley reported that the Blood Drive and the Food Drive were both a success. The Food Drive had record donations of \$3,650 and there was 2,941 pounds of food donated. This is to benefit the Mooers Wesleyan Food Pantry which covers 8 towns/villages. He said that he spoke with Scott from Northeast Woodworking, who offered to replace the village sign over the front door with one of a different material. Scott wants to make sure that we pay the artist who created the logo which he estimates to be between \$100 and \$200. Discussion followed.

Trustee Gehrig had nothing to report.

REPORT FROM THE CLERK/TREASURER

Clerk/Treasurer Munoz said that the board has been copied with the Expense and Revenue report for September.

The water billing totals for this quarter are: Water: \$67,769.10 and Sewer: \$74,045.23.

PRESENTATION OF WARRANT AND PAYMENT

Clerk/Treasurer Munoz said we have additional invoices in the amount of \$3,367.04 to be added to the warrant for a total of \$26,680.33.

A motion was made by Trustee Kim Trombley and seconded by Trustee Gehrig to approve payment of the warrant with additional invoices for a total of \$26,680.33.

Roll Call Vote.

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

Motion carried.

REPORT FROM THE SUPERINTENDENT

Supt. Jolicoeur reported the following for the DPW:

- Installed sewer line on Moore Street (Tim Mesec)
- Hooked up water and sewer at the new house on 29 Willow Street. Meter has to be put it.
- Will be cutting across Cedar Street to put in new water and sewer services.
- Rebuilt sewer manholes on Meadow Lane.
- Replaced the tank heater on the generator at the lift station on Main Street.
- Put in new lighting and replaced flags at Paquette Park.
- Fixed several items on the sander.
- Trimmed trees in several areas of the village.
- Put in forms on sidewalks that are in the worst shape from water breaks or shutoff. When they have enough for a load of concrete, they will be filled in.
- Prepared Ashline Drive, Patricia Lane, Moore Street and Meadow Lane for paving. He'd like to get Pine Street and Spruce Street ready as well. The county is not sure if they will be back up here, but if they are, it won't be until the end of October.
- The DPW will be doing some patching needed due to water breaks and road cuts.
- Rural Water will be here next week to help modify hydrant flushing sequence. Once that's done, we can start flushing hydrants.
- DPW members will be attending the Snow Plow Refresher course and water/sewer classes next week.
- Fall Brush pickup will take place on the following dates: **Oct. 26, Oct. 29, Nov. 9 and Nov. 12th**. Only brush that is three (3) inches or less in diameter and eight (8) feet or less in length will be picked up. Leaves must be bagged in clear plastic bags. Only one truck-load will be allowed per property. All brush should be left by the curbside by 7 a.m. on each scheduled day.
- Supt. Jolicoeur reminded residents that the Elm Street dump is for village residents only. It is locked and residents can stop by the village office to get a key if they need to drop anything off there. If the site is abused, it will be closed.

Mayor Martin said that we are short one employee right now and we will need help with plowing, sanding, sidewalk work and at the WWTP and WTP. He is looking into hiring someone temporarily either part-time or full-time. The temp agency has people licensed to do those things, but we would have to hire them on ourselves. He would like the boards' okay to make a decision with Supt. Jolicoeur on this. Discussion followed.

CORRESPONDENCE

1. Notice of Violation: Briana Mashtare
2. Notice of Violation: Ron Trombly
3. Notice of Violation: Curtis Labarge
4. JCEO Monthly report
5. 2nd quarter sales tax revenue.

NEW BUSINESS

Northern Tier Rec Trail Funding

We are in the process of taking ownership of the Rec Trail in the Village. Harry McManus is looking for other sources of funding, but we should set aside money to use for repairs on the rec trail in the future. Discussion followed. Mayor Martin will relay to Mr. McManus that we are willing to participate and will make a line in our budget for that. However, we would like to see repairs done by the county before we take ownership.

Clerk/Treasurer Munoz will look into whether we can use CHIPs funding or the Extreme Winter recovery funds to help with this.

2019 Village Elections

Resolution: Designation of Offices to be Filled

Motion to approve made by Trustee Thomas Trombley

Seconded by Trustee Janet McFetridge

Roll call vote as follows:

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

Motion carried.

Request for Wastewater Credit

Mitchell Guay, tenant at 194 South Street, is requesting a wastewater credit on the October 2018 water/sewer bill: On Saturday, Sept. 14th Supt. Jolicoeur checked on the property at 194 South Street as the recent meter reading showed high water usage. He determined there was a broken water line and turned off the water at that time. He contacted Mr. Guay regarding this matter. A service line had broken under the slab and Mr. Guay repaired that line. Water service was turned back on and checked by Supt. Jolicoeur for any further leaks. Supt. Jolicoeur confirmed that it was fixed and that no water entered the wastewater system as a result of this break.

Average of last three billings	6,000 gallons
Amount used on 10/01/18 bill	179,000 gallons
Difference	173,000 gallons
Sewer credit for 173,000 gallons @ \$4.80/1,000 gallons =	\$830.40

A motion was made by Trustee Gehrig and seconded by Trustee Thomas Trombley to approve a wastewater credit in the amount of \$830.40 for account A1660. Trustee Thomas Trombley confirmed that this request meets the criteria for a wastewater credit.

Roll call vote as follows:

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

Motion carried.

Request to Discontinue Water/Wastewater Service:

Gene Gladd at 5 Filion Lane is requesting that his water/sewer account be deactivated as the trailer has been removed from his property the second week of July.

His recent water bill shows service fees for July, August and September 2018 and water usage of 1,000 gallons, for a total of \$74.55.

If the Board were to offer a prorated refund of service fees, Mr. Gladd could be refunded:

Water Service Fee of \$27.00 (July 16-Sept. 30)	\$23.10
Sewer Service Fee of \$37.50 (July 16-Sept. 30)	<u>\$32.08</u>
Total	\$55.18

A motion was made by Trustee Thomas Trombley and seconded by Trustee Gehrig to discontinue water/sewer service for 5 Filion Lane and to apply an adjustment of service fees in the amount of \$55.18 to this account. Discussion followed. Roll Call vote as follows:

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

Motion carried.

Change of Meeting Date

A motion was made by Trustee Kim Trombley and seconded by Trustee McFetridge to change the November Board Meeting from November 12, 2018 at 6:30 pm to November 13, 2018 at 6:30 pm. All members present voted aye. Motion carried.

OLD BUSINESS

WWTP Blowers

Notice of Bids has been published and bid specs sent out. The bid opening is scheduled for October 17, 2018 at 3:00 pm.

I & I Study

The study has been completed. This matter was tabled last month until we have looked into funding and grants available.

LED Street Light conversion

We have heard from ANCA regarding contractors for study for conversion. Two companies may be working together on doing an inventory and helping with voltage and color decisions.

We have a call on Friday to interview contractors about their offer and costs. There is a question of ownership on those lights. Discussion followed.

Contamination Cleanup

The vacuum truck was here today to check the bores. There is still a lot of contamination in the test bores. The next step is to dig trenches in the driveway and install 2 pipes to pull fumes behind the building with a large fan. Trustee Thomas Trombley was concerned with future upkeep of fans and costs of testing. Discussion followed.

ADJOURNMENT

There being no further business before the board, at 8:22 pm a motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to adjourn. All members present voted aye. Motion carried.