

**Village of Champlain
Village Board Meeting
September 8, 2025 6:30 p.m.**

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, Sept. 8, 2025 at the Village Office, 11104 Route 9, Champlain, New York.

MEETING CALLED TO ORDER/SALUTE TO THE FLAG

ROLL CALL OF MEMBERS

Mayor McFetridge called the meeting to order at 6:30 p.m.

Present were Mayor McFetridge, Trustees Trombley, Molinski, Conner, Herzog and Clerk/Treasurer Munoz. Also present was Greg Martin, Ron Hicks and Tom Ryan.

APPROVAL OF MINUTES

Motion by Trustee Conner, seconded by Trustee Molinski to approve minutes of the Aug. 11, 2025 board meeting. Trustee Trombley abstained. All other members voted aye. Motion carried.

Motion by Trustee Trombley, seconded by Trustee Molinski to approve minutes of the Aug. 27, 2025 Special Board Meeting. Trustee Herzog abstained. All other members voted aye. Motion carried.

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

Ron Hicks spoke regarding the turnaround at the end of Meadow Lane. He has given us permission to use the turnaround for the plow truck for 15 years. There is a brook at the end of the turnaround and he owns land beyond that as well. He is asking the village to put a culvert in and extend the turnaround, which can be used by the plow and school buses.

Mayor McFetridge said that she would speak with the superintendent about this request.

Resolution of Appreciation for Peter Visconti

**RESOLUTION IN RECOGNITION AND DEEP APPRECIATION
TO PETER VISCONTI
FOR YEARS OF SERVICE TO THE VILLAGE OF CHAMPLAIN
ZONING BOARD OF APPEALS**

Whereas, Peter Visconti was appointed as a member of the Village of Champlain Zoning Board of Appeals on April 2, 2007 and,

Whereas, he was appointed as the chairperson of the Zoning Board of Appeals on April 1, 0019, and

Whereas, Peter has served on the Zoning Board of Appeals for eighteen years providing outstanding leadership and guidance, and

Whereas, Peter's knowledge of land use regulation and familiarity of local zoning codes has been invaluable, and

Whereas, Peter has demonstrated effective communication skills when interacting with developers and the public, and

Whereas, Peter has always exhibited excellent interpersonal skills, listening carefully and respectfully to issues brought before the Zoning Board of Appeals, and

Now, therefore be it resolved, that the Village of Champlain Board of Trustees formally acknowledges and extends its profound appreciation to Peter Visconti for his many hours of service on the Zoning Board of Appeals to the Village of Champlain.

Adopted by the Village of Champlain Board of Trustees on this 8th day of September, 2025 in Champlain, NY

Trustee Charles Conner

Trustee Joel Herzog

Trustee Nicci Molinski

Trustee Kim Trombley

Mayor Janet McFetridge

Motion to approve by Trustee Conner and seconded by Trustee Trombley.

All members present voted aye. Motion carried.

Greg Martin, Zoning Board member, recognized Peter Visconti as someone that knows zoning well and has been a leader in handling many matters that have come before the board. Mr. Visconti has made it very comfortable to be on the Zoning Board and has handled the position well.

PUBLIC HEARING: LOCAL LAW #2-2025 LOCK BOXES

At 6:40 p.m., a motion was made by Trustee Trombley, seconded by Trustee Conner to close the regular meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Molinski, seconded by Trustee Herzog to open the Public Hearing. All members present voted aye. Motion carried.

The Local Law presented to the board at the last meeting was amended to include fines of up to \$200/day for anyone in violation of the law. There were no comments from the public.

At 6:42, a motion was made by Trustee Conner, seconded by Trustee Molinski to close the Public Hearing. All members present voted aye. Motion carried.

A motion was made by Trustee Trombley, seconded by Trustee Herzog to reopen the regular meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Conner and seconded by Trustee Trombley to approve Local Law #2-2025 Knox Box . Roll Call vote:

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

Motion carried.

REPORT FROM CODES ENFORCEMENT

Inspections

- Accessory Structure at corner of Church St./Cedar St.: passed

Violations

- Cedar Street: couch in yard—was removed
- Prospect St: Roofing without a permit
- Willow St. : Grass and junk in yard—resolved
- Ashline Dr.: Grass over 6” high- in progress

Permits

- Prospect St.: roofing permit issued
- Church St. : roofing permit issued
- Main St. : Demo Permit issued

Trustee Trombley asked about the burned property on Main St.

Mayor McFetridge said that our Codes Officer spoke with the new owner about removal and that it will be very expensive. She may not have known that it could contain asbestos. She has been sent a letter of violation.

REPORT FROM THE MAYOR

Mayor McFetridge reported:

The school year has begun so please be aware of school buses and follow the rules of the road. Thank you to all of those who make our schools a safe place: teachers, aides, administrators, custodians, drivers, lunch workers, counselors, coaches.

The Farmer's Market ends another season. Thank you to vendors for their participation, including Sylvia, offering crocheted items and Silas, collecting cans and bottles for the feral cat project.

Mayor McFetridge thanked the DPW for their hard work, especially at the wastewater plant this summer. Village residents see work that needs to be done, but some projects are not very visible.

As part of the Climate Smart Community, we will be forming an advisory committee. If you are interested, please email the mayor. We hope to have our first meeting in October.

Mayor McFetridge attended the following events representing the village in order to bring services and knowledge to our residents:

- Met with Celine Paquette at the Champlain History Center to plan a lecture series as part of the America 250 program
- Attended the naming of the County Government Center in honor of Champlain native, John Zurlo
- Attended the ribbon cutting of the new fitness court at Bob Venne Park.
- Toured the new Clinton Community College building
- Met with the Lake Champlain-Lake George Regional Development Agency regarding funding possible projects in the village.
- Attended ribbon cutting of the new Champlain Fire Station.
- Met with Shelby Gonyo from UFirst Credit Union regarding community involvement and financial workshops for residents.

COMMITTEE REPORTS

- **Water & Sewer Committee:**
Trustee Trombley would like to see the WWTP done and for us to start accepting sludge.
- **Streets and Sidewalks Committee:**
Trustee Trombley had let the Supt. know that downtown would be a good place to start with sidewalks.
- **Equipment & Tool Committee:** Nothing to report
- **Buildings/Property Committee:** Nothing to report
- **Parks/Recreation Committee:** Trustee Molinski reported that a community member will be planning bulbs at the small park. The space for the bench is ready. They would like to put in 2 trees and some native plants.
- **Planning Board Liaison:** nothing new
- **Zoning Board Liaison:** There is a meeting on Wednesday night.
- **Champlain Fire District Liaison:** Congratulations to the Fire Dept. on their new building. The Community Grand Opening will be on Oct. 11th at 11:00 a.m. and breakfast on Oct. 12th.
- **Recreation Committee:** Nothing new to report

REPORT FROM TRUSTEES

Trustee Herzog

Nothing to report

Trustee Conner

Nothing to report

Trustee Molinski

The Library Crawl is taking place in October in all three counties. Participants will get a passport to be stamped and turned in for prizes.

Trunk or Treat will be held on Oct. 25th at 2:00 p.m. at the playground

The Library Annual Pumpkin Decorating Contest will be held on Oct. 26th at 5:30 p.m.

School Sports are going on: Come out and support our local teams.

Trustee Trombley

Trustee Trombley is still working on the tax roll and expects that the water board report should come out in October.

REPORT FROM CLERK/TREASURER

The board was provided the Expense and Revenue report for August 2025.

PRESENTATION OF WARRANT AND PAYMENT

The warrant was presented with additional invoices of \$4,877.23 for a total warrant of \$35,321.55.

Motion by Trustee Trombley, seconded by Trustee Conner 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.

REPORT FROM SUPERINTENDENT

Water

- Completed monthly water meter readings for billing
- Will work on PRV vault maintenance as time allows
- Waiting for contractor to complete the 4 service lateral bores and complete sidewalk & asphalt work.

Streets

- Mowing and trimming has slowed down due to lack of rain.
- Ash tree removal is waiting for approval
- Brush removed on roads and sidewalks as time allows.
- Signs in need of attention have been straightened
- sink hole on Elm Street was filled and patched
- Church Street was cold patched in several areas and will need asphalt before winter.
- Parts for the radar sign on Prospect St. were received and it is now working properly. The radar sign on Church St. Street will be worked on as time allows.

Sewer

- The new grit pump was repaired and installed and is back in service.
- The new stainless steel support stand that holds up the auger for the press was installed.
- The DPW continues working on sewer tanks, emptying the remaining three tanks. They have currently completed 5 tanks. Once emptied, they must remove all aeration piping, and install new piping and fine bubble diffusers.
- A mini excavator was rented to dig and install a new tank drain valve. The valve weighs over 200 lbs. and the excavator was used to lower it into the hole and bolt in place.

- The DPW is jackhammering and removing two concrete walls so we can install new tank drain piping. It is anticipated to be completed sometime in October.

Misc.

- New LED lights were installed at Paquette Park and at the Village garage.
- Fall Brush Pickup in October. Brush only; no leaves. Please put brush curbside. Last pickup date will be October 31st.
- Flags, banners, and flower barrels will be removed once we get caught up.
- We have culverts to install and will try to get some of them completed later this fall.
- We have one well pump that has problems and will have to get a tech here to pull the pump.
- The loader will need to go to the shop for technical service.
- The sewer jet needs work done.
- The 2022 Ford needs to go to the dealer for warranty work this week.

CORRESPONDENCE

1. Letter of resignation from Peter Visconti, Zoning Board member and chair.

NEW BUSINESS

1. Resolution of Appreciation for Peter Visconti
This was approved earlier in the meeting.
2. Job Description for Clerk/Treasurer
The board was provided a job description for Clerk/Treasurer that will be used to post Clerk/Treasurer Munoz's job when she retires. Mayor McFetridge requested that the board review the description and email her any suggestions or changes by the Friday.

OLD BUSINESS

1. Purchase of Fire Station

The Champlain Fire District spoke with their lawyer, who advised them to put the station up for sale after public referendum. That should be held within the next two months.

2. .gov website

Mayor McFetridge and Dep. Clerk Spring have a meeting with Boire-Benner Group this Wednesday.

EXECUTIVE SESSION

At 7:08 p.m. a motion was made by Trustee Trombley, seconded by Trustee Molinski to close the regular meeting. All members present voted aye. Motion carried.

A motion was made by Trustee Trombley, seconded by Trustee Conner to go into Executive Session. All member present voted aye. Motion carried.

At 7:16 p.m., a motion was made by Trustee Trombley, seconded by Trustee Conner to come out of Executive Session. All members present voted aye. Motion carried.

A motion was made by Trustee Trombley, seconded by Trustee Molinski to return to the regular meeting. All members present voted aye. Motion carried.

No motions were made and no vote was taken at Executive Session.

ADJOURNMENT

There being no further business before the board, at 7:17, p.m. a motion was made by Trustee Trombley, seconded by Trustee Herzog to adjourn. All members present voted aye. Motion carried.