

Village of Champlain

Village Board Meeting

September 10, 2018

A Meeting of the Board of Trustees of the Village of Champlain was held on Monday, September 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 Codes Officer Tetreault. Nancy Bernstein from ANCA was also present. Supt. Jolicoeur was excused this evening.

Mayor Martin called the meeting to order at 6:33 p.m.

A motion was made by Trustee McFetridge and seconded by Trustee Gehrig to approve the minutes of the August 13th, 2018 board meeting. Trustees Thomas Trombley and Kim Trombley abstained. All other members present voted aye. Motion carried.

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

LED Streetlight Program

Nancy Bernstein, an energy circuit rider from ANCA, was introduced by Mayor Martin. She is here to talk about the LED streetlight program. ANCA works with municipalities to finance and plan energy efficient upgrades.

Some benefits of LED lighting is its long life span (20-25 years), energy efficiency (up to 70% energy savings), high light quality and low maintenance (as they last so long).

As streetlights, good uniform lighting quality, safer for pedestrians and drivers, less light pollution and less greenhouse gas emissions.

Our inventory includes MRC (mercury vapor) and HPS (high pressure sodium) bulbs.

There are two types of ownership:

Utility Conversion- NYSEG performs upgrades, retains ownership and does maintenance of poles and lights

- Less money up front, and less savings over time.
- Unknown timeline for conversion, as there is a backlog now.
- This would cost just over \$5,000 to retire existing lights with a payback period of 6-12 months. The savings would be \$8,500-\$9,700/year.
- They have heard that NYSEG is only required to retire 20% of their inventory/year. It could take up to 5 years to complete with the payback period extended.
- Limited choice of wattage and color. Municipalities have to make that choice though.

Municipal Ownership- municipality has ownership of poles and lights, upgrade to LED and maintains lights.

- More money upfront costs, more long-term savings, but a longer payback period
- Unlimited choice of light types
- Conversion can take 6-12 months w/ contractors doing work
- There are many more options available, such as sensors, Wi-Fi, dimmers, color temperatures and wattages.
- Work could be done in-house or a contractor hired.

ANCA is promoting a Street Light Design Aggregation. A professional street light design ensures that lighting is uniform, safe, and ensures community acceptance. Lighting can be eliminated or added at this time.

ANCA has made requests for proposals from design firms, which are due Sept. 21st. It was estimated that with 135 lights at \$20-25 each, it would cost just under \$3,000 to have someone design the project for us. They will do a forensic audit to see what we have, create an inventory, map, GPS and design setup of streetlights. This would only be used if you were going with the utility conversion.

Nancy Bernstein said that the NYPA (NY Power Authority) started a program called Smart Street Lighting New York to convert to LED lights and help smaller communities purchase them. They help with the whole process of purchasing and converting street lights. There are many ways of financing this. NYPA estimates high at \$400/pole for municipal ownership. Discussion followed.

She suggested that we let NYSEG know ASAP if we want to do the utility conversion and get on their queue. They probably won't begin until spring. We will wait to see the proposals for the aggregate design program.

REPORT FROM CODES OFFICER

Codes Officer Tetreault reported the following for August:

- The construction of the house on Willow Street has started
- A few junk and garbage issues cleaned up, but always continuing.

Trustee Thomas Trombley mentioned garbage cans out front, mostly on Main Street.

Mayor Martin mentioned the camper on Meadow Lane, which can only be there 7 days.

Codes Officer Tetreault said that it can be stored in the rear of the property if not lived in.

He also reminded residents that they need a permit for backup generators installed on their property. They need several inspections done.

- The 68 Oak Street property has been demolished, top soiled and seeded.
- He has spoken with David Bernier regarding cleaning up the Oak Street site. He has until the end of the month to get a contractor. There will be no further extensions for him.

REPORT FROM THE MAYOR

Mayor Martin reported the following for August:

There will be increased activity at the Village office that will cause some minor parking inconveniences as we deal with a contamination issue. There has been a NYS DEC investigation to locate and mitigate the source of the contamination. Work will be done in the cellar of the building, the parking lot at the front of the building and the driveways surrounding the office. A firm specializing in this type of remediation has been retained by DEC to address the issue. The Village office will remain open for business during this time unless conditions warrant moving to a temporary locations. We will keep the public informed of any necessary move through the local newspaper and our webpage.

We have a recurring problem involving payment of water/wastewater bills. In the past, we have given some extra time for bills to be paid. We would wait of couple of weeks, send a written notice to users that their bill is past due and their service is subject to termination. If no response is received within a week, a notice of discontinuance is hand-delivered the day before the water is to be shut off. This is already about a month after the due date and takes a great deal of time to accomplish. Currently, a 5% late fee is charged if payment is not made by the due date. There is also a fee that can be charged: \$15 for discontinuance and \$15 for restoration of water service, with the service remaining off until all charges are paid to the Village Treasurer. Generally, we work with residents who have special circumstances and can allow a day or two for payment. We cannot accept partial payments for water/wastewater billing and we will not

accept post-dated checks for payment. This bill will arrive every 3 months and must be paid promptly. For the Village, supplying water is a business and we must pay our own bills for electricity, personnel, chemicals, parts for supply and distribution. Most accounts are paid on time and we thank those involved. But there are a number of accounts (and the number seems to be growing) that do not take care of this in a timely manner. The Village supplies quality water at a reasonable price and is a necessity for all to use and enjoy. Like other debts, this essential service must be paid for when due. Mayor Martin has recommendations on this matter that he will discuss with the board under Old Business.

REPORT FROM THE TRUSTEES

Trustee Amy Gehrig said that she had looked further into the Tree Grant, but there were many requirements, including hiring an arborist, getting a design plan, a study of trees and their placement and she did not have enough time to complete. She said that this grant is offered annually and we do qualify so we can look at this at a later time. Trustee Gehrig would like to walk the Village to make note of what we're looking for.

Trustee Thomas Trombley reminded residents that there is a Blood Drive from 3-7 pm on September 24th at the K of C Hall. There will also be a food drive from Sept. 28-30 at Price Chopper.

Trustee Janet McFetridge reported the following:

- Long Boats were returned. We had great participation, but low water was a big problem. There was suggestions that we work with a landowner along the river and put a dock in further downstream. Trustee Thomas Trombley suggested the possibility using one of the marina's at the mouth of the river.
- The Army Corp of Engineer representative met with a group of people at the mouth of the river regarding dredging that needs to be done. It doesn't look like that is going to happen. They also came into the Village and discussed flooding & ice jams at the Rt. 9 Bridge. Mayor Martin said that unless funding is available and it's a commercial situation, we would have to find some other way to fund this, with political connections possibly.
- Champlain Book Club will meet this Wednesday, Sept. 12th at 6:30 at the CMH.
- Champlain History Day will be held on October 13th. There will be an unveiling of 2 more panels about Bill Earl and the boating industry, children's activities, including a scavenger hunt and the History Center will be open. Local teachers in the district are also involved.
- Trunk or Treat will be held on October 28th at the playground.

Trustee Kim Trombley said that she got grant information in to Sierra at the CC Health Dept. She also received her contract as liaison to the Health Department to sign and return.

Trustee Kim Trombley would like to see Prospect Street sidewalks completed, look at some of the sidewalks where Supt. Jolicoeur wants to pave and then look at Oak Street. Mayor Martin said that he would like to see Oak Street addressed. The corner of Oak and Maple is very dangerous. We could put this out to bid and use the funds we have set aside for sidewalks.

Trustee Kim Trombley is concerned with running into issues we had last year. She would like to see our crew do this work, as it would be done correctly and we have purchased equipment to do it. Trustee Thomas Trombley suggested adding temporary manpower instead of contracting this job out. Trustee Kim Trombley will get in touch with Supt. Jolicoeur about what areas he thinks he can fit into his schedule. Further discussion followed.

REPORT FROM THE CLERK/TREASURER

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

PRESENTATION OF WARRANT AND PAYMENT

Clerk Treasurer Munoz said that we need to make the following transfer to cover the engineering costs for the I&I study and blower upgrades.

| | | |
|-------------|-------------------|-------------|
| To: G1440.1 | Engineering/Sewer | \$19,435.00 |
| From: G599 | Fund Balance | \$19,435.00 |

A motion was made by Trustee Kim Trombley and seconded by Trustee Thomas Trombley to approve this transfer.

Mayor Martin said that we withheld payment for the I & I study last month. We have received the study requested, which has been stamped by engineers. Their recommendations are:

1. Do nothing
2. Modify system: repair serious problems with estimated costs of \$438,000.00
3. Revamp entire system at a cost of \$2 million +

The board agreed to table this decision until we have grant funding sources.

Mayor Martin said that we are obligated to pay for the I & I study at this point but will have \$30,000 coming back to us from the EFC grant.

Roll call vote to approve transfer as follows:

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

Motion carried.

Clerk/Treasurer Munoz said we have additional invoices in the amount of \$3,598.63 to be added to the warrant for a total of \$46,561.28.

A motion was made by Trustee Kim Trombley and seconded by Trustee McFetridge to approve payment of the warrant with additional invoices for a total of \$46,561.28

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 was not present this evening.

CORRESPONDENCE

1. Corresp. from NYS EFC regarding I & I Study
2. Notice of violation for 42 Willow St. (tree in yard)
3. JCEO Monthly Report
4. Corresp. to court regarding David Bernier for Oak Street property.

NEW BUSINESS

LED Street Lamp Conversion Presentation

Linda Bernstein presented information on LED conversion earlier in the meeting.

Water Rate changes for Town Water District

Mayor Martin said that the Village Board increased water rates by 15.5% across the board for both the Village and the Town. Village Water rates for both residential and commercial customers was set the same at \$5.25/K gal. We increased the Town Commercial Water rates to \$9.99/K gal. and Town Residential Water rates to \$7.22/K gal. Mayor Martin would like to maintain consistency and charge the same rate for both Town Commercial and Residential customers beginning with the October 1st billing (covering July, August & September)

Mayor Martin said that we will continue to work on the IMA with the Town and hopes to address this at an executive session in October.

Trustee Gehrig asked if the Town has paid us the \$30,000.00 O&M fees. Mayor Martin said that the Town does not have enough to cover that right now. Trustee Gehrig questioned why we would reduce their rates when they owe us money. Mayor Martin said that the Town just starting adding charges to their bills which they will put aside for this.

He said that negotiations are concentrating on two areas: Operation & Maintenance and Debt Repayment. The proportions to be paid should be based on benefits of the project, not the amount of water used. We do not have an increase in sales and should not have to pay any more than the benefits that we receive.

Trustee Gehrig asked how we make this up if they aren't paying maintenance fees.

Mayor Martin said that he believes that the money will be paid.

We will run the system for a full year to determine increase in costs and adjust that amount next year. The \$30,000 was put into the IMA by the engineers without knowing the actual cost of running that plant.

Trustee Kim Trombley asked if the two boards will sit down together on this.

Mayor Martin said that after a new IMA is worked out, it will be presented at a board meeting for approval.

Trustee Kim Trombley asked who we were working with on the Town Board.

Mayor Martin said it was Rick Hunter and Bryan Moore.

She asked about a deadline. He said that we would like to have this done by the end of December.

Mayor Martin said that our (Village customer) rates went up to offset the loan payment for this year based on 25% of the loan repayment amount. We will continue negotiations with the town and try to move forward on this.

Further discussion followed.

***Proposed** water rate change for the Town of Champlain Water District #6 :

Residential

Water: \$7.22/Thousand gallons (approved 7/1/18)

Sewer: \$13.28/Thousand gallons (approved 7/1/18)

Commercial:

Water: *\$7.22/Thousand gallons (currently approved 7/1/18 for \$9.99/K gal)

Sewer: \$13.28/Thousand gallons (approved 7/1/18)

RESOLUTION OF COMMERCIAL WATER RATE CHANGES FOR TOWN WATER DISTRICT #6

Motion to approve a change in Commercial Water rates for the Town of Champlain Water District #6 from \$9.99/thousand gallons to \$7.22/thousand gallons. This water rate will take effect starting with the October 1, 2018 billing, covering the period from July 1, 2018 to Sept. 30, 2018 and will continue at this rate each quarter until further adjustments are made.

Motion: Trustee McFetridge

Second: Trustee Thomas Trombley

Roll Call vote as follows:

| | |
|--------------------------|-----|
| Trustee Kim Trombley | Aye |
| Trustee Janet McFetridge | Aye |
| Trustee Thomas Trombley | Aye |
| Trustee Amy Gehrig | Nay |
| Mayor Martin | Aye |

Motion carried.

Dated: Sept. 10, 2018

OLD BUSINESS

WWTP Blowers

Mayor Martin said that we received information from Karen Clark at B&L regarding putting the blower project out to bid. The board set a bid opening date of Oct. 17, 2018 at 3:00 p.m.

I & I Study

This matter was discussed earlier in the board meeting

Contamination Cleanup

The contractors will be here the week of Sept. 17th. They plan to increase ventilation to decrease contaminants and use chemicals to break down the petroleum. They do not want to excavate as it could cause damage to the existing building. We are going to have to bank up sides of building and reroute storm drains. They plan to move the sump hole and seal up the basement with water going to the wastewater system. We would also like to pave the two driveways on either side of the building for better drainage.

Late payments and water shutoff changes

Mayor Martin reviewed Village Code 115-16 A&B and 115-17 A&B.

Currently we charge \$15 to turn off water and \$15 to turn water back on. He recommended the following:

1. Late notices be sent out on the 10th day after due date.
2. Shut off notices delivered on the 15th day and shutoffs on the 17th day.
3. The fee for discontinuing and restoring service should be increased to \$25 for each actions and collected when payment is made, in addition to usage charges and the 5% penalty.
4. No partial payments or post-dated checks will be accepted for services rendered.
5. Circumstances may make some collection changes, but overall, bills are due within 30 days of issuing.

A motion was made by Trustee Kim Trombley and seconded by Trustee Thomas Trombley to approve these changes.

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 McFetridge and seconded by Trustee Gehrig to change the October board meeting from Oct. 8th to Oct. 1st, 2018.

All members present voted aye. Motion carried.

ADJOURNMENT

There being no further business before the board, at 8:59 pm a motion was made by Trustee Gehrig and seconded by Trustee Kim Trombley to adjourn. All members present voted aye. Motion carried.