

TOWN OF TUPPER LAKE REGULAR TOWN BOARD

July 9, 2015

Roll Call: Supervisor Patricia S. Littlefield  
Councilman John Quinn  
Councilman Michael Dechene  
Councilwoman Kathleen Lefebvre

Absent – Councilman Rick Skiff

Recording Secretary: Laurie J Fuller – Town Clerk

Also: William Dechene- Highway Superintendent  
Kirk Gagnier – Town Attorney

Guest: Alan Imlach  
Anne Hoag  
Dave McMann  
Melissa McManus

Press: Dan McClelland – Tupper Lake Free Press  
Tom Salitsky – Adirondack Daily Enterprise

Supervisor Littlefield called regular town board meeting to order at 6:00 p.m. opening with the Pledge of Allegiance.

Announcement:

Supervisor Littlefield thanked everyone involved in the capture of the prisons from Dannemora.

Supervisor Littlefield recently spent the day with Congresswoman Elise Stefanik, she is very devoted to Tupper Lake.

Congratulations to the Wild Center for their grand opening of the new Wild Walk.

Public Hearing on the Rails/Trials with DEC & DOT was well attended.

Woodsman Field Day is this weekend the Town’s summer day camp kids will have a float in parade for 125<sup>th</sup> birthday of the town.

1. Melissa McManus:

Update on Micro Enterprise Grant:

The application of funds to the Housing and Urban Development’s Homes and Community Renewal program will make sums of up to \$35,000 available to local business. First priority of the money this grant round to tourism and hospitality-related businesses. Business owners must be low-income, or there must be at least one new job created by the assistance. Jim Murphy of the Adirondack Economic Development Corp. will oversee the program for the town. Businesses with five or few employees including the owner, will be eligible to apply. Grants will range from \$5,000 to \$35,000.

Awards will likely be announced about mid-December

A new date for Public Hearing will have to be set, pass a resolution authorizing submission of application for Micro Enterprise Grant.

Need names of 5 program review committee people

2. Establish the agenda:

12.4) Pass resolution for signature card for joint escrow account with Village

12.5) Discuss hiring a part time per diem laborer/handyman

3. Approve Minutes:

Each board member was provided a drafted copy of minutes for meetings dated May 9<sup>th</sup> & June 4, 2015 for approval.

Motion to approve minutes as written for meetings dated May 9<sup>th</sup> & June 4, 2015 was made by Councilman Dechene

Seconded by Councilman Quinn

All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

4. Approve Abstract of Audited Vouchers:

**Town of Tupper Lake  
Abstract #7 – July 9, 2015**

Fund		Prepaid/Debit	Unpaid	Total
General	200.01	\$28034.70	\$11,782.37	\$39,817.07
Highway	200.03	-	\$1,304.47	\$1,304.47
Highway Outside	200.04	-	\$7,217.72	\$7,217.72
Fire District	200.06	-	-	-
Sewer #5	200.10	\$1,397.07	\$188.96	\$1,586.03
Sewer #8-1	200.12	-	\$9.68	\$9.68
Sewer #8-2	200.13	-	\$9.68	\$9.68
Sewer #17	200.15	-	\$241.05	\$241.05
Sewer #17-1	200.16	-	\$167.29	\$167.29
Sewer #17-2	200.17	-	\$9.69	\$9.69
Sewer #23	200.19	-	\$1,683.42	\$1,683.42
Water #3	200.21	-	-	-
Water #17	200.30	-	-	-
Moody Lighting	200.31	-	-	-
Water #15	200.36	-	-	-
<b>Total For Abstract</b>		<b>\$29,431.77</b>	<b>\$22,613.73</b>	<b>\$52,045.50</b>

Motion to approve Abstract #7 of Audited Vouchers in the amount of \$52,045.50 as presented was made by Councilwoman Lefebvre

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

5. Approve Budget Transfers:

Town of Tupper Lake  
2015 Budget Transfers

	Account	Detail	Decrease	Increase
General	16204.01	Building CE	\$2,000.00	
	16201.01	Building PS		\$2,000.00
	70204.01	Recreation CE	\$530.00	
	70204.01.000.13	Recreation Trail System		\$530.00
			\$2,530.00	\$2,530.00

	Account	Detail	Decrease	Increase
Highway	50104.03	Supt. Of Hwy CE	\$84.35	
	42304.03	Drug & Alcohol Screening		\$84.35
	51304.03	Machinery CE	\$1,156.24	
	51302.03	Machinery EQ		\$1,156.24
			\$1,240.59	\$1,240.59

Motion to approve budget transfers as presented was made by Councilman Dechene

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

6. Approve Town Departments Monthly Reports:

**Code Officer**

Monthly Report  
May 2015

15 Building Permits issued in May

1 Demolition Permit

4 Complaints filed

Completed 27 field inspections

May 2015 miles logged 175

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary  
Code Enforcement Officer  
Town of Tupper Lake

**Youth Activity Director**

**Recreation Report for 07-09-15**

Busy Summer and even busier Week...

**DAY CAMP**

Camp has started this summer and we're off to a good start. Campers have been busy decorating the float for the Woodsmen Parade. We have about 12 kids signed up to also march in the parade. Thanks to Bill and his guys for construction of the float.

**SOCCER**

Soccer is underway and we have a lot of good helpers this year. Three students from the Middle/High School have volunteered their time which is a tremendous help.

**SWIM LESSONS**

Swim lesson have also gotten underway. Like previous years we have another excellent turnout.

**BEACH**

With some nice weather, finally, the beach has been pretty packed. I'm impressed with how well the lifeguards have been doing. I think we have a great group of kids this summer. We also had our first movie at the beach this past Sunday. There was also a great turnout for that. I hope to again obtain \$50 donations so we can again every once in a while offer up free pizza.

**Dog Control Officer**

Town of Tupper Lake  
Dog Control Report

For the Month of: May

Date: 5-31-2015

Complaints Received	0
Complaints Answered	0
Dogs Captured	0
Dogs return to owner	0
Dogs turned over to DCO	0
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0
Mileage 0	DCO Shaheen R Shaheen

Report prepared by Shaheen R Shaheen\_DCO

Town of Tupper Lake  
Dog Control Report

For the Month of: June

Date: 6-30-2015

Complaints Received	2
Complaints Answered	2
Dogs Captured	1
Dogs return to owner	1
Dogs turned over to DCO	1
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0
Mileage 6	DCO Shaheen R Shaheen

Report prepared by Shaheen R Shaheen\_DCO

\*\*\*\*\*Councilman Dechene stated he has had a couple of complaints on people not being able to get in touch of Dog Control Officer. Will have to speak to Ryan to see what is going on

**Highway Department**

Town of Tupper Lake Highway Department  
3 Pine Street  
Tupper Lake, NY 12986  
William Dechene  
Highway Superintendent  
Garage 359-9241  
Cell 524-7086  
Home 359-3779

Highway Report: June 9 through July 6, 2015

- Repaired minor washouts on Setting Pole Dam Road and Pitckfork Pond Road due to heavy rain.
- Worked at the walkway at the municipal park to dig up the electrical conduit for the walkway lights. Also, jackhammered the concrete off of it for the construction crew working at the municipal park.
- Cold-patched potholes as needed on town roads.
- Helped the Town of Clifton haul blacktop; two tandem trucks with operators Mark Amell and Brent Cook, 10 hours.
- Worked at the Gail sandpit pushing the top of the sandpit off with the use of the village DPW bulldozer and the town's bulldozer. We are currently digging, in the sandpit.
- Hauled bank-run sand to the highway garage from the Gail sandpit to stockpile for future use.
- Dug up and reset a driveway culvert at 183 Raquette River Drive.
- Ryan replaced one emergency light at the Maddox Hall.
- Broke beaver dam on Old Piercefield Road daily, they keep plugging the culvert.
- Mowed the town hall, Maddox Hall and parking areas out on Moody Road, the train station and the lower parking lot at the Rod & Gun Club weekly.
- Weekly dump runs for the town hall and Maddox Hall.
- Helped set up and take down for the Tinman at the municipal park.
- Helped Mike Fritts move the soccer goal nets at the LP Quinn School.
- Put new hardwood decking on the equipment trailer.
- Put the mower on unit 45 and started mowing the roadsides along town roads.

Fuel and gas reports for June per other records.

Motion to approve monthly reports as submitted was made by Councilman Quinn

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

7. Committee Reports:

Councilman Quinn reported he has not heard anything from the Village since budget was adopted for a meeting with Joint **Fire Protection Committee**.

Councilman Dechene reported the **TLCC** is down in **membership**.

Councilwoman Lefebvre reported the roof on pavilion is done at **Littlewolf**, water hookup is done to **tent sites**. Some concerns on speeding maybe put in speed bumps were play ground is located. Also maybe look into getting a defibrillator on site.

**Adult Center roof** needs to be done tar paper showing; also **back ramp** needs to be done over.

8. Rescind motions from last meeting:

Councilwoman Lefebvre made a motion to rescind motion to advertise accepting bids for contractor to do roof work on Adult Center due to researching New York State Department of Labor capitol project works rules and regulations.

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

Councilman Dechene made motion to rescind motion made to hold Public Hearing July 9, 2015 for Microenterprise Grant Application due to error in advertising.

Seconded by Councilwoman Lefebvre  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

9. Advertise for bids for Adult Center Roof repair:

Councilman Dechene made motion to advertise accepting bids for contractor to do roof work on Adult Center with sealed bid opening date of August 11<sup>th</sup> at 2:00 p.m.

Seconded by Councilwoman Lefebvre  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

10. Advertise for bids for Highway Garage roof:

Councilman Quinn made motion to advertise accepting bids for contractor to do roof at Town Highway garage with bids opening date of August 11<sup>th</sup> at 2:30 p.m.

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

11. Approve 2011 Site & Architectural Guidelines:

**RESOLUTION #21 / 2015**

Tupper Lake Smart Growth Project  
2011 Site & Architectural Design Guidelines

**WHEREAS;** the Joint Planning Board has request the Town Board adopt the 2011 Site & Architectural Design Guidelines, and

**WHEREAS;** these guidelines will be very helpful to potential developers and remodeler's presenting project to Planning Board.

**NEW THEREFORE BE IT RESOLVED;** at a regular town board meeting held July 9, 2015, town board members passed a resolution to adopt the 2011 Site & Architectural Design Guidelines.

Date: July 9, 2015

Motion: Councilman Dechene

Seconded: Councilwoman Lefebvre

Absent: Councilman Skiff

Action: Carried 4/0 vote Littlefield, Quinn, Dechene, Lefebvre

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Laurie J Fuller – Town Clerk RMC

12. Set Public Hearing date for Mirco Grant and Special meeting:

Motion to hold Public Hearing for 2015 Mircoenterprise Gant followed by a special board meeting on Wednesday, July 22nd 2015 at 5:00 p.m. was made by Councilman Quinn.

Seconded by Councilwoman Lefebvre  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

13. Approve advertising for bids for firewood:

Councilman Dechene made motion to advertise for 50 face cords, 18 inches long firewood delivered to the town highway garage, with bid opening date of August 11<sup>th</sup> at 3:00 p.m.

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

14. Approve advertising for 3,000 ton crusher run:

Motion to advertise for bids for 3,000 ton crusher run delivered to Town highway garage, with bid opening date of August 11<sup>th</sup> at 3:15 p.m. was made by Councilman Dechene.

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

13. Approve Joint Escrow Account for ACR

**RESOLUTION #20 / 2015**

Councilwoman Lefebvre made motion

**WHEREAS;** the Village and Town of Tupper Lake have an existing shared service agreement to provide water & sewer services to Town and Village customers, and

**WHEREAS;** the Village and Town of Tupper Lake are interested in undertaking a joint water & sewer system improvement project to provide service to the proposed Adirondack Club and Resort (ACR) Adirondack Club & Resort south of the Village of Tupper Lake, located in the Town of Tupper Lake, Franklin County, and

**WHEREAS;** also the Town and Village desire to create a joint escrow account where funds will be deposited by the (ACR) Adirondack Club & Resort principals to cover cost of professional services provided by (DANC)Development Authority of the North Country.

**NOW THEREFOR BE IT RESOLVED;** at a regular Town Board meeting held July 9, 2015 Supervisor Littlefield and Councilman Quinn signed signature card for joint escrow reserve account with village for (ACR) Adirondack Club & Resort project.

Councilman Quinn duly seconded this resolution, and adopted as follows:

Supervisor Littlefield	AYE
Councilman Quinn	AYE
Councilman Dechene	AYE
Councilwoman Lefebvre	AYE

Date: July 9, 2015

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Laurie J Fuller  
Tupper Lake Town Clerk

14. Approve authorizing to advertise for  
Part Time Laborer/Handyman:

Councilman Quinn made motion to advertise for a part time summer season as per diem laborer/handyman

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

15. Rod & Gun Club renovating:

David McMahon & Alan Imlach attended town board meeting to show board members their plans on demolishing the garage at the Rod and Gun Club and add a 1200 square foot three-walled addition to the modern archery building. Since the Rod & Gun Club is a town owned building they are asking permission to make this improvement. Mr. McMahon invited board members to the open house on July 25<sup>th</sup> 12:00 p.m. to 4:00 p.m.

Councilman Quinn made a motion to allow Rod & Gun Club to construct a 30 x 40 foot addition onto the archery building.

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

16. Ann Hoag

Request to change name at Littlewolf Beach:

Ann Hoag spoke on behalf of her mother Judy Churco, requesting the town do something at Littlewolf beach in honor of her mother's father, her grandfather Bill LaVallee who created the Littlewolf beach campground. Maybe dedicate the playground or pavilion honoring his name. Board members agreed to look into.

17. Rudolph Schneider

Water level at dam:

Mr. Schneider, resident on Dugal Road stated he would like it to go on record the 1<sup>st</sup> of June to the 30<sup>th</sup> of June we had 5 to 12 inches of water higher than the dam. The gates are wide open at Setting Pole dam, Supervisor Littlefield explained Brookfield is researching the height of gates, to see if they can be raised higher than 4 feet. DEC has agreed to go down to Underwood Bridge this summer and do some investigating.

18. Executive Session:

Motion to enter into executive session at 7:28 p.m. to discuss legal pending litigation matter with Town Attorney was made by Councilman Dechene

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

Motion to enter out of executive session at 8:02 p.m. and resume regular session was made by Councilwoman Lefebvre.

Seconded by Councilman Dechene  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

19. Adjournment:

Motion to adjourn at 8:30 p.m. was made by Councilwoman Lefebvre

Seconded by Councilman Quinn  
All Town Board Members voted AYE 4/0 Littlefield, Quinn, Dechene, Lefebvre

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Laurie J Fuller – Town Clerk RMC