Village of Tupper Lake
Board of Trustees
Minutes

Date:	Monday, August 18, 2014
Location:	Board Room
Meeting:	Regular 4:30-7:50 PM

At the Regular Meeting of the Board of Trustees held this date, the following were present: Mayor Paul A. Maroun, Trustees Richard Donah, Thomas Snyder, David Maroun, Leon LeBlanc and Village Clerk/Treasurer Mary A. Casagrain.

Also present were Ms. Ronnie Travers with Public Sector HR, Fire Chief Carl Steffen, Department of Public Works Superintendent Michael Sparks, Electric Superintendent John Bouck, Police Chief Eric Proulx, and Deputy Village Clerk Kyle Fuller.

Enter Executive Session

Motion by Trustee LeBlanc, seconded by Trustee Snyder to enter Executive Session at 4:30 pm for the purpose of conducting an in-service training for supervisors and board members. In addition, also discuss proposed, pending or current litigation and the employment history of a current employee as wells as a potential employee for the Police Department. (Carried 4-0)

It was recommended that we routinely give each employee a copy of their civil service job description and complete performance evaluations. It was noted that Deputy Village Treasurer Kyle Fuller would be attaching each employee's job descriptions to their August 19, 2014 pay check as recommended by Ms. Ronnie Travers.

5:10 pm Trustee Donah Entered Executive Session

Trustee Rick Donah entered Executive Session at 5:00 pm.

Exit Executive Session

Motion by Trustee LeBlanc, seconded by Trustee Maroun to exit Executive Session at 5:59 pm. (Carried 5-0)

Also present were Electric Superintendent John Bouck, Department of Public Works Superintendent Michael Sparks, Code Enforcement Officer Peter Edwards, Fire Chief Carl Steffen, Resident Ronald LaScala, Town of Tupper Lake Board Member John Quinn and News Reporters Mary Peryea and Shaun Kittle.

Call Regular Meeting To Order

Mayor Maroun called the Regular Meeting to order and established the agenda at 6:00 pm.

Pledge

Pledge of allegiance to the flag and a moment of silence and prayer for the safe return of missing teen Collin Gillis.

Public Comment Period:

John Quinn

Town of Tupper Lake Board Member John Quinn announced that the Goodman Mountain Trail dedication has been set for 3:00 pm at the Lumberjack Springs on Tuesday, August 26, 2014.

ROOST Update

Village Board Members briefly reviewed the ROOST monthly Tupper Lake Marketing & Destination Planning Contract Update.

Goff-Nelson Memorial Library Centennial	Mayor Maroun announced that the Goff-Nelson Memorial Library will be celebrating their Centennial on Wednesday, August 20, 2014 from 4:00 – 6:00 pm, all are cordially invited.
NYS DOT Required Maintenance Resolutions #081814A & B	Motion by Trustee Snyder, seconded by Trustee Maroun to formally approve two (2) separate resolutions for the NYS DOT Route 3 & 30 Reconstruction Project for Required Maintenance Resolution pertaining to Street Trees, Tree Grates, Trash Receptacles, Bike Racks, Stamped Concrete, and Planting Beds and secondly pertaining to maintenance for the School Zone Flashing Beacons as proposed. (Carried 5-0)
Cross Walks for Business Areas	Mayor Paul Maroun advised that he is still waiting to hear back from NYS DOT on the cross walks areas for the business district.
ADK Adult Center Park Use	Motion by Trustee Donah, seconded by Trustee Snyder to authorize the Adirondack Adult Center to utilize the Municipal Park Pavilion for a picnic for seniors for August 21, 2014 from 4:00 pm to 8:00 pm. (Carried 5-0)
Adirondack Football League	Motion by Trustee Snyder, seconded by Trustee Donah to authorize the Adirondack Football League (formerly PAL Football) to utilize the Washington Street Field for football practice August 3 through October 28, 2014. (Carried 5-0)
ADK Arc Resident Increase for IRA	Mayor Maroun acknowledge receipt of a letter from The Adirondack Arc that they will be increasing the number of residents at the 3 Emma Street IRA from three to four people. Motion by Trustee LeBlanc, seconded by Trustee Maroun to authorize the increase as proposed. (Carried 5-0)
Local Gov't Day October 14, 2014	Mayor Maroun announced that the Annual Local Government Conference will be held at SUNY Potsdam, October 14, 2014. If any board member is interested in attending to please let Mary know by mid September.
Approve Minutes	Motion by Trustee Snyder, seconded by Trustee Donah to approve the Board Minutes from July 21 and July 30, 2014. (Carried 5-0)
Joint Planning Board: Ben Peets Resignation	Motion by Trustee LeBlanc, seconded by Trustee Snyder to formally accept Mr. Ben Peets' resignation from the Joint Planning Board effective immediately. Mayor Maroun thanked him for wonderfully serving the community. (Carried 5-0)
Code: Aubuchon Hardware	Code Enforcement Officer Peter Edwards advised the board that the Aubuchon Hardware Store is coming along nicely and is expected to open mid September.
Park Street Store Front Improvements	Code Enforcement Officer Peter Edwards advised that their are currently several facade improvements and winterization improvements being completed by property owners along the Park Street area.
Accept July Report	Motion by Trustee Snyder, seconded by Trustee LeBlanc to approve the July 2014 Monthly Code Report. (Carried 5-0)

Fire:

Accept July Report — Motion by Trustee Donah, seconded by Trustee Snyder to approve the July 2014 Monthly Fire Report. (Carried 5-0)

Jaws of Life Equipment Inspected — It was noted by the Chief of Police Carl Steffen that the Jaws of Life Equipment has been serviced for the year and used for training for our department and Piercefield's Fire Department.

Burnham Benefit $250 Donation Golf Tournament — It was noted that the Tupper Lake Fire Department are in receipt of a $250.00 donation from Burnham Benefit Advisors for their annual golf tournament.

ISO, Inc. Fire Insurance Meeting 9/24/14 — It was noted that Insurance Services Office, Inc. will be conducting interviews on September 24, 2014 with Carl Steffen and Mark Robillard for our public fire protection insurance rating.

Fire Chief Carl Steffen advised that the fire insurance for homes and commercial policies are 4.5 in the Village and 9 in the Town. The difference was noted that in the Town some areas just do not have the water supply as in the Village.

FASNY to Honor Carl Steffen — Mayor Maroun advised that Fire Chief Carl Steffen will be honored by FASNY for his accomplishments as President of the Board of Trustees of the FASNY Firemen's Home on October 11, 2014 at the K of C Hall from 5:00 pm to 8:00 pm if any board member would like to attend please let Mary know.

ESB Project Update — Mayor Maroun gave a brief update on the progress with the Emergency Services Building project. He advised that the rebar is hear, the stone base is installed and being compacted for compression testing. In addition he visited the Town of Tupper Lake Board at their recent meeting to give them a status update. He is in talks with Senator Schumer for additional grant funding for the building in hopes it will be from Homeland Security or the Division of Criminal Justice.

Police:

Santa Clara Avenue Work Posting — Chief of Police Eric Proulx asked that the Village Board consider posting Santa Clara Avenue as a "Work Zone" to help slow traffic while the Emergency Services Building is under construction.

Accept July Report — Motion by Trustee Snyder, seconded by Trustee LeBlanc to approve the July 2014 Monthly Police Report. (Carried 5-0)

Traffic Safety Board Updates — Chief of Police Eric Proulx advised that we received a letter from the Franklin County Traffic Safety Board advising municipalities that soliciting on highways is illegal and any time a local road is closed for more than 10 minutes a special use permit is required.

Adirondack Watershed Alliance Traffic Control Request — Motion by Trustee Maroun, seconded by Trustee Donah to authorize the Village Police to offer traffic control for the Adirondack Watershed Alliance at "The Crusher" on Route 3 & 30 for Saturday, September 6, 2014 from 1:00 to 5:00 pm. (Carried 5-0)

Create 2-PT Police Officer Positions — Motion by Trustee LeBlanc, seconded by Trustee Maroun to create two part-time police officer positions with Franklin County Civil Service. (Carried 5-0)

DPW:

Misc. Updates	Department of Public Works Superintendent Michael Sparks advised that he is caught up on storm drain repairs and drop inlets he is expected to start repairing roads in the coming days.
New Loader	Department of Public Works Superintendent Michael Sparks advised that the new John Deere 544 Loader is expected to be delivered at the beginning of the month.
Little Logger Improvements	Department of Public Works Superintendent Michael Sparks advised that the park crew will be starting the stone work on the light posts in the coming week and removing the hay in the bathrooms to prepare the restoration project for the old brick building. In the coming week's new sod will be installed around the playground structure. He advised that the mushroom tops have been removed and replaced with cement tree stumps
Electric:	
Electric Curtailment	There will be no reduction in firm hydro energy sales for the month of September 1-30, 2014.
Discharge Balance Deceased Customer	Motion by Trustee Snyder, seconded by Trustee Donah to discharge an electric account balance in the amount of $207.45 for a deceased customer. (Carried 5-0)
Public Hearing Set Electric Rate Revisions	Motion by Trustee Snyder, seconded by Trustee Donah to set the Public Hearing for Wednesday, August 27, 2014 for the purpose of Revisions to our Electric Rates at 6:30 pm. (Carried 5-0)
Water/Wastewater:	
Lake/Wawbeek Ave. Utility Improvements	It was noted by the Water/Wastewater Superintendent Mark Robillard that the waterlines are being installed along the Lake and Wawbeek Avenue Utility Improvements project area and soon will be charged and chlorinated, the sewer main work is beginning.
Pine Street Bid Quote Received	Water/Wastewater Superintendent advised the board that we received a quote from Stark's Gravel & Excavation, LLC for the Street Manhole Project. It was so moved by Trustee Maroun, seconded by Trustee LeBlanc to approve the quote received from Stark's Gravel & Excavation, LLC for $72,000.00. (Carried 5-0)
Special Meeting 8/27 at 5:00 pm C2AE	It was noted that a special meeting has been scheduled for Wednesday, August 27, 2014 at 5:00 pm to discuss next steps with our Ground Water Supply project including revised engineering report, proposed budget, SEQR and water quality.
Treasurer:	
Approve Warrants	Motion by Trustee Snyder, seconded by Trustee Donah to approve the August 18, 2014 warrant in the amount of $330,456.96 for payment of the bills and abstracts as of July 31 2014. (Carried 5-0)
Review Cash Position	Review the monthly cash position for July 31, 2014.
Post Issuance Procedures	Acknowledge receipt of Post-Issuance Compliance Procedures recommended to us by our bond counsel Harris Beach, PLLC.

Auditor's to Visit	It was noted that our auditors will be visiting September 2-4, 2014 to complete our New York State Comptroller's AUD and NYPA reports.
Kyle Fuller Step Increase	Motion by Trustee Snyder, seconded by Trustee LeBlanc to authorize a step increase for Deputy Village Clerk Kyle Fuller in the amount of $1,500.00 effective August 18, 2014. (Carried 5-0)
NYMIR Interest Check	Mayor Maroun announced that we are in receipt of an interest check in the amount of $5,371.00 from NYMIR.
Enter Executive Session	Motion by Trustee Donah, seconded by Trustee Maroun to enter Executive Session at 7:00 pm to discuss proposed, pending or current litigation and to also discuss matters that will imperil public safety. (Carried 5-0)
Exit Executive Session	Motion by Trustee LeBlanc, seconded by Trustee Snyder to Exit Executive Session at 7:49 pm. (Carried 5-0)
Adjournment	Motion by Trustee LeBlanc, seconded by Trustee Snyder to adjourn at 7:50 PM. (Carried 5-0)

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Mary A. Casagrain, Village Clerk/Treasurer