

**Village of Tupper Lake**  
**Board of Trustees**  
**Minutes**

Date: Monday, October 15, 2012  
Location: Board Room  
Meeting: Public Hearing & Regular 5:00-7:50 PM

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

Enter Executive Session at 5:00 PM Motion by Trustee LeBlanc, seconded by Trustee Snyder to enter Executive Session at 5:00 pm to discuss insurance contracts and personnel issues. (Carried 4-0)

5:12 PM Trustee Donah Enters Trustee Donah entered Executive Session at 5:12 PM.

6:09 PM Mayor Maroun Exits Mayor Maroun exited Executive Session at 6:09 PM and the meeting for the evening due to a death in the family.

Exit Executive Session at 6:10 PM Motion by Trustee Snyder, seconded by Trustee Perham to exit Executive Session at 6:10 pm. (Carried 4-0)

Also present were Code Enforcement Officer Peter Edwards, Water/Wastewater Superintendent Mark Robillard, Electric Superintendent John Bouck, Department of Public Works Superintendent Michael Sparks, local residents Stella Mallon, Debra Meyer, Ronald Lascala and news reporters Ted Morgan, Mary Peryea and Jessica Collier.

Call Regular Meeting To Order Deputy Mayor LeBlanc called the Regular Meeting to order and established the agenda at 6:11 pm.

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

Mayor's Announcements

& Misc.:

Student Conservation

Park Use Motion by Trustee Donah, seconded by Trustee Perham to authorize use of the Municipal Park by the Student Conservation Association to utilize the Municipal Ball Field for a recreation trip for the SCA Trail Crew for October 15 & 16, 2012. (Carried 4-0)

Approve Minutes Motion by Trustee Perham, seconded by Trustee Snyder to approve the Board Minutes from September 17, 2012. (Carried 4-0)

Code Enforcement: Accept September Report Motion by Trustee Snyder, seconded by Trustee Donah to approve the September 2012 Monthly. (Carried 4-0)

Local Gov't Day Update Code Enforcement Officer Peter Edwards advised the board that he learned some helpful information about historic preservation at the Local Government Day in Potsdam last week.

Temporary Event Fencing Ordinance	The board briefly discussed the possible uses for a temporary event fencing ordinance since our existing fence ordinance did not have any provisions for it. Code Enforcement Officer Peter Edwards stated he would research what other communities do and get back next month with some recommendations. A local law modification may be required.
Fire: Accept September's Report	Motion by Trustee Snyder, seconded by Trustee Perham to approve the September 2012 Monthly Report. (Carried 4-0)
Ladder Truck Update #164	Trustee Donah advised the board that the Fire Department's ladder truck vehicle #164 vehicle repairs have been completed and Smith's Repair from Malone, NY were only going to charge us for parts and no labor.
Fire Prevention Week	It was noted that this week is National Fire Prevention Week and there will be an open house this Saturday, October 20, 2012.
Bylaws Review	It was noted that the department is working on reviewing the Tupper Lake Volunteer Fire Department's Bylaws and a revision will be presented in the near future.
Feasibility Public Forum Update	It was noted that 40+ locals attended the last feasibility study public forum at the Goff Nelson Memorial Library and the next step will be reviewed in the coming week and a recommendation forthcoming concerning financing and design.
Police: Accept August & September's Report	Motion by Trustee Snyder, seconded by Trustee Donah to formally accept the Police Department's August and September 2012 Monthly Report. (Carried 4-0)
Water/Wastewater: NYS DWSRF Hardship Award	Water/Wastewater Superintendent Mark Robillard advised the board that we received formal written notice that the Village of Tupper Lake is eligible for a DWSRF hardship assistance grant in the amount of \$2,000,000 and \$979,790 in interest-free financing for a term of 30 years for our Ground Water Supply Project.
Hydrant Flushing 10/15-10/19/2012	Water/Wastewater Superintendent Mark Robillard advised that there will be hydrant flushing this whole week and water may appear cloudy to please let your water run a short time after flushing.
Water/Sewer Re-levy 10/31/2012	Water/Wastewater Superintendent Mark Robillard advised that water and sewer bills are due by October 31, 2012 for residents outside the Village of Tupper Lake or they will be levied to the Town of Tupper Lake and Franklin County 2013 Tax Bills.
Demars Blvd Lift Station Repairs Completed	Water/Wastewater Superintendent Mark Robillard advised that the Demars Blvd Lift Station Repairs have been completed.

DPW:  
Quality Community Grant Sidewalks It was noted that NYS DOT have requested that the Village of Tupper Lake consider replacing the sidewalks along Pleasant Avenue and Hosley Avenue concerning the Junction Pass Trail Quality Community Grant, it was so moved by Trustee Snyder, seconded by Trustee Perham to authorize the Department of Public Works to completed the sidewalks. (Carried 4-0)

Electric:  
Electric Curtailment It was noted that there will be no reduction in firm hydro energy sales on a pro-rata basis for our hydropower customers for the period November 1-30, 2012.

MEUA Accounting & Finance Workshop Motion by Trustee Snyder, seconded by Trustee Donah to authorize two department members to attend the MEUA Accounting and Finance Workshop November 14 & 15, 2012 in East Syracuse. (Carried 4-0)

Discharge Account Balance Motion by Trustee Snyder, seconded by Trustee Donah to discharge an account balance for a deceased customer's account in the amount of \$191.02. (Carried 4-0)

Treasurer:  
Approve Warrant Motion by Trustee Snyder, seconded by Trustee Donah to approve the warrant in the amount of \$400,722.64 for payment of the bills for October 15, 2012 and approve the abstract of audited vouchers for the month of September 2012. (Carried 4-0)

Review Cash Position Review the monthly cash position for September 30, 2012.

Call in Period: No calls received during our call in period.

Economic Update:  
Grant Updates Trustee Donah took a moment to read aloud the Tupper Lake Revitalization Project Status Update report for September 2012 prepared by Melissa McManus.

Enter Executive Session at 7:15 PM Motion by Trustee Snyder, seconded by Trustee Donah to enter Executive Session at 7:15 PM to discuss personnel and contracts. (Carried 4-0)

Unit I, II & III  
NYS PERB  
Mediation It was noted what the time commitments would be for the next two days mediation session with the NYS PERB Mediator on October 16 & 17, 2012 respectively beginning each day at 10:00 am.

Employee Disciplinary Issue Fire/Electric Departments It was noted that we would try to schedule a meeting with CSEA Labor Relation Specialist Diane Johnson to discuss resolution to outstanding disciplinary issues for members of the Water/Wastewater Department and an Electric Employee.

W/C for Police Officer Discussion concerning a police department employee's sick leave use for a non-village related worker's compensation injury was tabled until we knew more information.

Planning Board Vacancy There was a brief discussion concerning filling the Village/Town Joint Planning Board Vacancy and considering candidates.

Web Site Design Commitments There was a brief discussion concerning the time commitment of office personnel concerning the future web site design, Trustee Donah was going to reach out to Add Workshop for assistance.

- Out of Executive  
Session at 7:45 PM Motion by Trustee Snyder, seconded by Trustee Perham to exit  
Executive Session at 7:45 pm. (Carried 4-0)
- Winter Disconnect  
Collection Limits The board briefly reviewed recommended winter disconnect  
collection limits as follows: 60 day past due balance of \$250 or  
more, 25% of the overdue balance needs to be paid before payment  
arrangements can be made along with suggested letter be sent to  
customer advising them of this change. It was so moved by Trustee  
Snyder, seconded by Trustee Perham. (Carried 4-0)
- Shawn Stuart Appointed  
Planning Board  
Vacancy Motion by Trustee Donah, seconded by Trustee Perham to appoint  
Mr. Shawn Stuart to the Village/Town Joint Planning Board to  
serve a five (5) year term. (Carried 4-0)
- Town Walkway  
Lights Work Order Trustee Donah had asked the Municipal Electric Department to  
draft a work order to present to the Town of Tupper Lake for the  
necessary walkway light repairs. The draft was reviewed and so  
moved by Trustee Perham, seconded by Trustee Snyder to approve  
sending the memo to the Town of Tupper Lake for review.  
(Carried 4-0)
- Adjournment Motion by Trustee Snyder, seconded by Trustee Perham to adjourn  
at 7:50 PM. (Carried 4-0)

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Mary A. Casagrain, Village Clerk/Treasurer