

**Town of Tupper Lake Regular Town Board Meeting**

**March 12, 2015**

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

Absent-Councilman John Quinn  
Absent-Councilman Rick Skiff

Recording Secretary: Laurie J Fuller – Town Clerk

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

Also: William Dechene- Highway Superintendent  
Mike Fritts – Youth Activity Director  
Kirk Gagnier – Town Attorney

Supervisor Littlefield called regular board meeting to order at 7:00 p.m. opening with the Pledge of Allegiance.

1. Approve Abstract #3:

**Town of Tupper Lake  
Abstract #3 – March 12, 2015**

<b>Fund</b>		<b>Prepaid/Debit</b>	<b>Unpaid</b>	<b>Total</b>
General	200.01	\$14,470.40	\$6,987.90	\$21,458.30
Highway	200.03	\$13,938.70	-	\$13,938.70
Highway Outside	200.04	-	-	-
Fire District	200.06	-	-	-
Sewer #5	200.10	\$2,889.65	-	\$2,889.65
Sewer #8-1	200.12	\$1,514.16	-	\$1,514.16
Sewer #8-2	200.13	\$50.69	-	\$50.69
Sewer #17	200.15	\$38.99	-	\$38.99
Sewer #17-1	200.16	\$1,752.25	-	\$1,752.25
Sewer #17-2	200.17	\$93.46	-	\$93.46
Sewer #23	200.19	\$530.02	-	\$530.02
Water #3	200.21	\$178.97	-	\$178.97
Moody Lighting	200.31	\$495.83	-	\$495.83
Water #15	200.36	\$28.85	-	\$28.85
<b>Total For Abstract</b>		<b>\$35,981.97</b>	<b>\$6,987.90</b>	<b>\$42,969.87</b>

Motion to approve Abstract #3 of Audited Vouchers in the amount of \$42,969.87 was made by Councilman Dechene

Seconded by Councilwoman Lefebvre  
All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

2. Approve Blanket Resolution for  
Budget Transfers:

**RESOLUTION #6 – 2015**

Blanket resolution for budget transfers

Councilman Dechene offered the following resolution:

**WHEREAS;** the purpose of this resolution is to allow the Supervisor to make budget transfers within funds when needed. In turn a report will be presented to the Board at each monthly meeting. No amounts will be transferred between funds.

Councilwoman Lefebvre duly seconded this resolution, and adopted as follows:

Supervisor Patricia S. Littlefield	AYE
Councilman John Quinn	Absent
Councilman Michael Dechene	AYE
Councilwoman Kathleen Lefebvre	AYE
Councilman Rick Skiff	Absent

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Laurie J Fuller  
Tupper Lake Town Clerk

Date: March 12, 2015

3. Accept 2014 Annual Update Document:

**RESOLUTION #7 – 2015**

OF

TOWN BOARD OF THE TOWN OF TUPPER LAKE,  
Franklin County, New York

Accepting 2014 Annual Financial Report

**WHEREAS;** Samantha Davies, Bookkeeper to the Supervisor, prepared the Annual Financial Report for Fiscal Year ending 12-31-2014 for town board members; and

**WHEREAS;** the 2014 Annual Financial Report was presented to the Town Clerk and Legal Notice published in the Tupper Lake Free Press on March 11, 2015.

**Now therefore be it resolved;** at a regular town board meeting held March 12, 2015, Town Board Members for the Town of Tupper Lake hereby accept the Annual Financial Report for Fiscal Year Ending 12-31-2014 as proposed.

Date: March 12, 2015	Supervisor Patricia Littlefield	AYE
Motion: Councilwoman Lefebvre	Councilman John Quinn	Absent
Seconded: Councilman Dechene	Councilman Michael Dechene	AYE
Action: Carried 3/0 vote	Councilwoman Kathleen Lefebvre	AYE
	Councilman Rick Skiff	Absent

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Laurie J Fuller – Town Clerk RMC

4. Approve Minutes:

Town clerk provided each board member a drafted copy of minutes dated February 12, 2015 for approval.

Motion to approve minutes as written for meeting dated February 12, 2015 was made by Councilwoman Lefebvre

Seconded by Councilman Dechene  
All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

5. Approve Town Clerks 2014 Annual Report:

**TOWN CLERK'S ANNUAL REPORT – 2014 FISCAL YEAR**

**CASH RECEIPTS:**

Sporting License	\$1,867.00
Marriage License	\$1,290.00
Marriage Transcript	\$290.00
Certified Copies	\$2,802.00
Littlewolf Beach/Campground	\$63,411.00
G.O.C. & Bingo License	\$956.25
Bingo 3% fee	\$96.31
Dog License	\$847.00
Dog Fines	\$50.00
Building Permits	\$11,224.00
Misc.	\$258.49
X – Skiing	\$2,793.00
X – Ski Trail Fund	\$25.00
Garden	\$255.00
Softball & Baseball	\$2,605.00
Softball & Baseball Sponsor	\$1,100.00
Dance Class	\$4,215.00
Soccer Sponsor	\$1,000.00
Soccer	\$1,765.00
Joint Planning	\$1,700.00
Swim Lessons	\$1,240.00
Day Camp	\$9,030.00
Paintball	\$40.00

TOTAL 2014 LOCAL SHARES REMITTED \$105,356.44

**CASH DISBURSEMENTS**

NYS Department of Health	\$967.50
NYS Department of Agriculture & Markets	\$172.00
NYS Comptroller (Bingo)	\$528.75
NYS Comptroller (Games of Chance)	\$45.00
NYS Decals	\$1,784.86

TOTAL 2014 NON-LOCAL REVENUES \$3,503.61

**TOTAL STATE, COUNTY & LOCAL REVENUES \$108,860.05**

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Laurie J. Fuller – Town Clerk

Motion to accept Town Clerks Annual report for 2014 as presented was made by Councilwoman Lefebvre.

Seconded by Councilman Dechene  
All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

6. Approve Departments Monthly reports:

**Code Officer**

Monthly Report  
February 2015

1 Building Permits issued in February

0 Demolition Permits

0 Complaint filed

Completed 3 field inspections

February 2015 miles logged 21

Responded to a 2am fire call in the Village. Village COE Pete Edwards was unavailable.

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 3-12-15****SOFTBALL**

I'm excited about this year's season. Coach Bob Fletcher is getting off to a good start and if it works out we'll be getting some practice time done indoors. Coach Fletcher has been nice to organize a travel team again this year. Instead of just playing Saranac Lake we hope to have games with Bloomingdale and Lake Placid as well.

**STORAGE SHED**

Everything is good to go on our end. We just need to get the final go ahead from the village. I've sent the information to Trustee Donah and am just waiting to hear back.

**EMPLOYMENT**

Employment notices have been in the paper for the past couple weeks. Applications are starting to trickle in. The deadline is April 3 and I hope to have recommendations by the April board meeting.

**EXPLORATORY COMMITTEE**

I've spoken to a couple of folks who said they were interested in serving on an exploratory committee to see the feasibility of starting a dog park. If you or you know anyone who is interested in serving of this committee, please let me know. I hope to have an initial get together this month.

**TOWN HALL SIGNAGE**

I have checked out a couple different companies. If the board has an idea, (size, style, function), of what they'd like it would help me narrow down the search.

**Highway Department**

Highway Report: February 11- March 09, 2015

- Weekly dump runs for the Maddox Hall and town hall.
  - Replaced the wire ship on the Artic Cat snowmobile for cross country groomer
  - Brought the Skandic snowmobile to Robert's Sports Center in Malone to have the voltage regulator replaced on 3/27/15
  - Repaired the tow hitch on the Skandic snowmobile
  - Brought two face-cords of firewood to the park for the Fire & Ice event
  - Brought two face-cords of firewood to the Country Club for the BrewSki event
  - Ryan thawed the temporary waterline to the food pantry
  - The Village Electric Department assisted Ryan with their bucket truck so that he could chip ice off the roof of the Maddox Hall
  - Ryan has been out grooming the snowmobile trails daily from Mt. Arab to the Mt. Matumbula loop trail, as well as the trail going to Piercefield dump
  - Helped the village DPW pick up snow on Park Street, Lake Street, Wawbeek Ave. and part of Main Street, One loader and one tandem truck.
  - Helped the village DPW pick up snow during the day, six times; one tandem truck
  - Pushed snowbanks back on the town roads with a loader and the grader
  - Plowed and sanded roads per weather conditions
  - Plowed the town hall, Maddox hall, Country Club and the lower parking lot at the Rod & Gun Club per weather conditions
  - Rinsed off trucks daily after use
  - I attended Advocacy Day in Albany on March 4<sup>th</sup> for the CHIPS money.
- Fuel and gas logs for February per other records

Motion to accept Town Department's monthly reports as presented was made by Councilman Dechene

Seconded by Councilwoman Lefebvre  
All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

7. Congratulate Tom Barton, Eagle Scout:

Board members wish to congratulate Tom Barton on achieving the prestigious honor of Eagle Scout.  
Supervisor Littlefield will send him a letter of congratulations on the board's behalf.

8. Approve Job title change for  
Bookkeeper to the Supervisor:

**RESOLUTION #8 -2015**

Resolution to change bookkeeper to the Supervisor's title

Councilman Dechene offered the following resolution:

WHEREAS; the purpose of this resolution, as per approval from Franklin County Civil Service Personal Department is to change certification job title from Bookkeeper to the Supervisor to Permanent Appointed Accountant, effective immediately.

Councilwoman Lefebvre duly seconded this resolution, and adopted as follows:

Supervisor Patricia S Littlefield	AYE
Councilman John Quinn	Absent
Councilman Michael Dechene	AYE
Councilwoman Kathleen Lefebvre	AYE
Councilman Rick Skiff	Absent

Date: March 12, 2015

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Laurie J Fuller  
Town Clerk

9. Resolution to Promote Tourism  
Bonjour, Adirondacks:

**Resolution #9 -2015**

Bonjour, Adirondacks!

A Resolution to Promote Tourism in our Adirondack/North Country Region

**WHEREAS**, there are over 4 million francophones (those with the mother tongue of French) living within a 2 hour drive from our region, representing a tremendous tourism development and profit potential, and

**WHEREAS**, the Adirondacks and North Country Region were advised by the North Country Regional Chamber of Commerce, Regional Organization of Sustainable Tourism (ROOST) and the Franklin County Tourism Bureau that becoming more hospitable and welcoming to francophone visitors will increase our tourism, and

**WHEREAS**, one of the easiest ways to become more hospitable and welcoming to francophones is to make our street signs and print advertising bi-lingual, in English and French, then therefore, be it

**RESOLVED**, that the Town of Tupper Lake does hereby establish a “budget-friendly” francophone tourism development policy whereby it will:

1. Replace its damaged and obsolete community signage at normal replacement times with bilingual, English and French signage or with International symbols where practical, as long as the replacement cost is comparable with unilingual English-only signage.
2. Endeavor to add French translation to its news, brochures and advertising where practicable and cost effective.
3. Encourage local business owners to adopt the same sensibilities and practices.
4. Join with other local municipal governments in advocating francophone-friendly practices in a coalition, which may be known as the Bonjour Adirondack Coalition (BAC).
5. Encourage the New York State Department of Transportation (NYS DOT) to also utilize bilingual English-French signage where practical, just as it does on Interstate 87.

Date: March 12, 2015	Supervisor Patricia S. Littlefield	AYE
Motion: Councilman Dechene	Councilman John Quinn	Absent
Seconded: Councilwoman Lefebvre	Councilman Michael Dechene	AYE
Absent: Councilman Quinn & Councilman Skiff	Councilwoman Kathleen Lefebvre	AYE
Action: Carried 3/0 vote	Councilman Rick Skiff	Absent

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Laurie J Fuller – Town Clerk RMC

10. Approve Highway Superintendent  
to attend schooling in Ithaca:

Motion to approve Highway Superintendent William Dechene to attend highway school June 1, 2015 in Ithaca New York was made by Councilwoman Lefebvre

Seconded by Councilman Dechene  
All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

11. Discussion on front entrance of Town Hall:

Councilman Dechene would like to see a shovel ready plan in place.

Supervisor Littlefield has spoken with Senator Little about some funding to help. We do have money in budget to at least get drawing.

12. Executive Session:

Motion to enter into executive session at 7:55 P.M. to discuss hiring of an employee and pending litigation matter was made by Councilwoman Lefebvre.

Seconded by Councilman Dechene

All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

Motion to enter out of executive session at 8:45 p.m. with no action taken was made by Councilwoman Lefebvre.

Seconded by Councilman Dechene

All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

13. Adjourn:

Motion to adjourn at 8:46 p.m. was made by Councilwoman Lefebvre

Seconded by Councilman Dechene

All Town Board Members voted AYE 3/0 Littlefield, Dechene, Lefebvre

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Laurie J Fuller – Town Clerk RMC