

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

Date: Tuesday, January 17, 2018
Location: Board Room
Meeting: Regular Monthly 6:00-7:06 PM

At the Regular Monthly Meeting of the Board of Trustees held this date, the following were present: Mayor Paul A. Maroun, Trustees Leon LeBlanc, Clint Hollingsworth, David Maroun, Ronald LaScala and Village Clerk/Treasurer Mary A. Casagrain.

Also present were Code Enforcement Officer Peter Edwards, Electric Superintendent Marc Staves, Water/Wastewater Superintendent Mark Robillard, Police Chief Eric Proulx, Department of Public Works Superintendent Robert Degrace, Residents William Demars and James Lanthier, Long Lake Students Hailey Hayes and Mackenzie Daily, and News Reporters Dan McClelland and Aaron Cerbone.

Call Regular Meeting
To Order Mayor Maroun called the Regular Meeting to order 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 Colin Gillis.

Open Comment None

ROOST Destination
Marketing & Planning
Contract

Motion by Trustee LaScala, seconded by Trustee Maroun to authorize Mayor Maroun to execute a three (3) year contract with ROOST for Destination Marketing and Planning services for the Village of Tupper Lake as proposed. (Carried 5-0)

Board Minutes
Approved

Motion by Trustee LaScala, seconded by Trustee Maroun to approve the board minutes from December 19, 2017. (Carried 5-0)

Community Development:
Hotel Feasibility
Study – HVS

Motion by Trustee Maroun, seconded by Trustee Hollingsworth to authorize Mayor Maroun to execute a Hotel Feasibility Study proposal from HVS on behalf of the Village as proposed as part of our 2013 Regional Local Waterfront grant. (Carried 5-0)

NYS EDC Conference
Attendance

Motion by Trustee LaScala, seconded by Trustee LeBlanc to authorize Community Development Director Melissa McManus to attend the NYS Economic Development Conference in Albany, New York January 31 & February 1, 2018 to include registration, lodging, meals and travel. (Carried 5-0)

Code Enforcement:
Accept December
Report

Motion by Trustee LaScala, seconded by Trustee Hollingsworth to approve the December Monthly Code Report. (Carried 5-0)

10 Front Street
Progress Update

Code Enforcement Officer Peter Edwards updated the board that the property transfer paperwork has been filed in the Franklin County Clerk's Office and he is now working with the new owner to have the building removed.

16 McFarland Avenue

Code Enforcement Officer Peter Edwards updated the board that he is working with our attorney to address the condemned condition of 16 McFarland and expects to have a notice available for our next months meeting.

156 Park Street

Code Enforcement Officer Peter Edwards updated the board that 156 Park Street has been sited under the NYS Property Maintenance Code until June of 2018 at which time we may need a search warrant.

169 Park Street

Code Enforcement Officer Peter Edwards updated the board that 169 Park Street hasn't had much progress to report due to winter but he expects a spring revisit.

Tupper Lake Zoning Update

Code Enforcement Officer Peter Edwards updated the board that their will be a Village and Town hosted public kickoff community participation meeting this coming Tuesday, January 23, 2018 at 6:00 pm for the Tupper Lake Zoning Update process.

Police:

Accept December Report

Motion by Trustee Maroun, seconded by Trustee LaScala to approve the December 2017 Monthly Police Report for the Village and Town of Tupper Lake. (Carried 5-0)

Sgt. Carmichael

Training 1/24 & 1/25 Motion by Trustee LeBlanc, seconded by Trustee Hollingsworth to authorize Sergeant Carmichael to attend Background Investigation Training for Police Departments in Poughkeepsie, New York, January 24 & 25, 2018. (Carried 5-0)

Fire:

Accept December Monthly Report

Motion by Trustee Hollingsworth, seconded by Trustee LeBlanc to approve the December 2017 Monthly Fire Report. (Carried 5-0)

\$250.00 Donation Burnham Benefits

Motion by Trustee LaScala, seconded by Trustee LeBlanc to formally accept a donation of \$250.00 from Burnham Benefit Advisors for our Volunteer Fire Department. (Carried 5-0)

Fire Vehicle

Delivery

Mayor Maroun advised that we are expecting delivery of our new fire vehicle in mid to late February.

18 Year Old

Membership

Mayor Maroun advised that he will be checking with NYCOM and our Village Attorney Nathan Race to allow membership by 18 Year Olds. Fire Fighter One require 100 hours of training and the Department and OSHA require an additional 30-40 hours of training.

Move #169 to Santa

Clara

Mayor Maroun advised that the Town of Santa Clara Supervisor Marcel Webb would like vehicle #169 to replace the vehicle gifted to them by Paul Smith's Fire Department. It was so moved by Trustee LeBlanc, seconded by Trustee Maroun. (Carried 5-0)

It was also noted that Randy Preston will be doing the necessary repairs to #169 in the coming week.

DPW:

Park Users Meeting

It was noted that we would be hosting a Park Users meeting on Tuesday, January 23, 2018 at 6:00 pm to discuss security deposit requirements and a possible vendor fee.

NJPA Fuel Management System

Motion by Trustee Maroun, seconded by Trustee LeBlanc to accept a proposal from Docteur Environmental for a fuel management system as proposed and with NJPA pricing and bidding. To be shared by each department. (Carried 5-0)

Winter Snow

Removal Progress Trustee LeBlanc took a moment to commend the DPW and other department work crews for the quick and efficient snow removal from the recent snow storms.

Water/Wastewater:

Water Project Change Orders

Motion by Trustee LaScala, seconded by Trustee Maroun to authorize Mayor Maroun to execute the following change orders relating to our Water System Improvements:

- Danko Construction Corporation \$0.00 change order, time extension of 6/30/18 only
- Hyde-Stone Mechanical Contractors \$9,270.00 additional change order and time extension of 6/30/18, allotment for additional wells in future
- Weydman Electric \$0.00 change order, time extension of 6/30/18 only (Carried 5-0)

\$100,000 NYS EFC

CWSRF Engineering Planning Grant Execution Authorization

Motion by Trustee LaScala, seconded by Trustee Hollingsworth to authorize Mayor Maroun, NOW THEREFORE, BE IT:

RESOLVED that the Mayor of the Village of Tupper Lake Paul A. Maroun is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Tupper Lake's obligations under the Engineering Planning Grant Agreement. (Carried 5-0)

CWSRF Engineering Planning Grant Local Match Commitment

Motion by Trustee LaScala, seconded by Trustee Hollingsworth to authorize Mayor Maroun, NOW THEREFORE, BE IT:

RESOLVED that the Village of Tupper Lake authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Village of Tupper Lake's I & I Study project. Under the Engineering Planning Grant Program, this local match must be at least 20% of the grant award of \$100,000.00. The maximum local share appropriated subject to any changes agreed to by Mayor Paul A. Maroun shall not exceed \$20,000.00. The total estimated maximum project cost is \$120,000.00. The Mayor Paul A. Maroun may increase this local match through the use of in-kind services without further approval from the Village of Tupper Lake Board of Trustees. (Carried 5-0)

CWSRF Engineering Planning Grant SEQR Type II Determination

Motion by Trustee LaScala, seconded by Trustee Hollingsworth to authorize Mayor Maroun, Whereas, 6 NYCRR Section 617.5 f the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

NOW THEREFORE, BE IT:

RESOLVED that the Village of Tupper Lake hereby determines that the proposed engineering report for the Village of Tupper Lake's I & I Study project is a Type II action in accordance with 6 NYCRR Section 617.5(c) subparagraphs (18) which constitutes that engineering studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted actions are Type II actions and are therefore not subject to review under 6 NYCRR Part 617. (Carried 5-0)

Wastewater System
Capital Improvements
Project

Motion by Trustee LaScala, seconded by Trustee LeBlanc to formally proceed with the proposed Wastewater System Capital Improvements as outlined in the PE Report prepared by C2AE, \$1.605 M in NYS EFC Grant monies and remaining \$4.8 M at 0% financing with NYS EFC for 30 years. (Carried 5-0)

Annual Water System
Inspection Completed
11/29/2017

Water/Wastewater Superintendent Mark Robillard advised that we are in receipt of our Annual Water System Inspection report completed by NYS DOH from their walk through of our system on November 29, 2017.

Electric:

RFP Municipal Electric
Garage Replacement

Motion by Trustee Hollingsworth, seconded by Trustee LaScala to proceed to request for proposals for an architect for our Municipal Electric Garage Replacement project. (Carried 5-0)

Emergency Repairs
Porcelain Conductors

Electric Superintendent Marc Staves advised the board that he is planning an emergency power outage for Saturday morning, January 20, 2018 from 6:00 am to 9:00 am, to replace some porcelain conductors outside the Electric Substation along McLaughlin Avenue. The power outage will affect a majority of the uptown area except the Moody circuit; it will not affect the junction.

Pine Street Pole
Fire

Electric Superintendent Marc Staves advised his men replace a pole along Pine Street in sub-zero weather earlier last week.

Inter-Departmental
Thank You

Water/Wastewater Superintendent Mark Robillard took a moment to thank the DPW and Electric Departments for their assistance during shortness of staff.

Accept W/WW & Electric
Department Reports

Motion by Trustee Hollingsworth, seconded by Trustee LaScala to accept the Water/Wastewater and Electric Department Reports. (Carried 5-0)

Treasurer:

Approve Warrant

Motion by Trustee LaScala, seconded by Trustee Maroun to approve the January 17, 2018 warrant in the amount of \$485,322.81 for payment of the bills and abstracts for the month of December 2017. (Carried 5-0)

Review Cash
Position

Review the monthly cash position for December 31, 2017.

2% Tax Cap

It was noted that the 2% tax cap has been below 2% since 2014 and this year it is going to be at 2%.

Adjournment

Motion by Trustee LeBlanc, seconded by Trustee Maroun to adjourn at 6:50 pm. (Carried 5-0)

Mary A. Casagrain, Village Clerk/Treasurer