

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

Date: Saturday, March 14, 2020
Start: 10:00 AM
Location: Board Room
Meeting: Special Meeting 10:00– 11:30 AM

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

Also present were Code Enforcement Officer Peter Edwards, Water/Wastewater Department Superintendent Mark Robillard, Electric Superintendent Michael Dominicie, Department of Public Works Superintendent Robert Degrace, Police Chief Eric Proulx, Fire Chief Royce Cole, Volunteer Fire Department Members Joseph Arsenault and Nicholas Rolley, Village Health Officer April McClain, Village/Town Emergency Operations Manager Carl Steffen, Town of Tupper Lake Supervisor Patricia Littlefield, Tupper Lake Volunteer Rescue Members Wayne LaPierre and Rita Miller and residents Julie Anne LaMora, Cathy Shaheen and Rod Boushie.

Call to Order and Agenda Established
Mayor Paul A. Maroun called the Special Meeting to order and established the agenda.

Updates Concerning COVID-19 Pandemic Measures
Mayor Paul A. Maroun thanked everyone for attending on such short notice. In an effort to coordinate planning and establish protocols for the coming weeks, Mayor Maroun gave a brief background of the Governor’s initiatives handed down over the last few days and they will impact our operations and community.

He advised that Emergency Services will be distributing hand solution/sanitizers in the coming weeks to the municipality and emergency services. He advised that we have privately order our own supply from a vendor in Saranac Lake and we expect delivery sometime early next week.

In addition Mayor Maroun has invited the Franklin County Public Health Officer to come to our monthly meeting on March 18, 2020 if available.

Mercy Healthcare & Sunmount have restricted out-side visitors as precaution and we are being told this could last 6-8 months long.

As a starting measure, Mayor Maroun advised the Village will be restricting all out of county travel at this time except two of our employees attending police academy in Canton, NY.

Water/Wastewater Department:
Superintendent Mark Robillard advised that his department have been working with it due to the nature of their job and have all the necessary training and safety equipment available and in use at this time.

Electric Department: Superintendent Michael Dominicie advised that his department as well have had on-going training and limited exposure to the public in the performance of their jobs.

DPW Department: Superintendent Robert Degrace advised that his department as well have had their annual training and all safety equipment and measures will be in place.

Police Department: Police Chief Eric Proulx advised as of Monday his department will have changes in protocols, enough information is out there already and if one case is reported the school will be shut down and employees affected.

Fire Department: Fire Chief Royce Cole advised that the Fire Chiefs from Saranac Lake, Lake Placid, Bloomingdale and Paul Smiths have been in talks with us and he has a copy of Saranac Lake's guidelines that he would like to share with the board and discuss more specifically in Executive Session.

Carl Steffen Emergency Management In light of the public's use of masks, hand sanitizers etc. it should be noted that the hand sanitizers are highly flammable so to use caution and limit the storage of large quantities over 50 degrees inside a home or office. He asked for permission to actively coordinated efforts between the Town and Village of Tupper Lake. He stressed the importance of getting the right information out to our community to help calm the public and prevent panic.

Code Enforcement Officer: Code Enforcement Officer Peter Edwards advised that if needed, he could work from home.

Tupper Lake Volunteer Rescue Squad: Rescue Chief Wayne LaPierre reported that at this time they have designed one ambulance for COVID-19 related incidents and limited employees to limit exposure and for cleaning down after a call. He advised that at this time they have ample supplies and equip for coordination with Franklin County. He advised that if they have a case, Franklin County will direct rescue to a point of delivery of which they do not know the location of at this time.

Town of Tupper Lake Supervisor: Town of Tupper Lake Supervisor Patricia Littlefield advised that the Franklin County Manager has released a basic flyer for distribution and posting that could be made available to the public for their use. The frail and elderly should be limited to visitors during this pandemic time. She advised that the Town is considering limiting employees return to work following a vacation for two weeks if they traveled out of the area or by airplane.

Police Chief Eric Proulx - TLCSD Update Police Chief Eric Proulx advised that the Superintendent of Schools has advised that business for the school will be as usual, washing down buses after every run, making sanitizer available in all classes, and are making plans for returning students following Spring break vacation.

Emergency Response Coordination Meeting To Be Scheduled It was noted that in the coming days a coordinated meeting would be made to convene our Emergency Response Coordination between the Emergency Responders and Village/Town Officials.

Into Executive Session Motion by Trustee LaScala, seconded by Trustee LeBlanc to enter Executive Session at 10:35 am for the purpose of discussing the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (Carried 5-0)

Suspend All Uses
Of ESB Community
Room

Motion by Trustee LaScala, seconded by Trustee LeBlanc to suspend all users of the ESB Community Room until further notice. (Carried 5-0)

Lock-Down Village
Offices

Motion by Trustee LaScala, seconded by Trustee Hollingsworth to lock-down the Village Offices until further notice to limit exposure of our employees to the visiting public. All transactions will need be handled with caution and will safety gloves. (Carried 5-0)

Facebook Page
To be Established

Police Chief Eric Proulx was asked to create a Facebook Page titled Tupper Lake Emergency Management to post updates for the community etc.

Exit Executive
Session

Motion by Trustee Hollingsworth, seconded by Trustee Maroun to exit Executive Session at 11:30 am. (Carried 5-0)

Adjournment

Motion by Trustee Hollingsworth, seconded by Trustee LaScala to adjourn the Special Meeting at 9:17 pm. (Carried 4-0)

Mary A. Casagrain, Village Clerk/Treasurer