

**Village of Tupper Lake  
Board of Trustees**

**Minutes**

Date: Monday, August 19, 2024  
Location: Board Room  
Meeting: Public Hearing & Regular Meeting 6:00-8:01 PM

At the Regular Monthly Meeting and Public Hearing of the Board of Trustees held this date, the following were present: Mayor Mary Fontana, Trustees Eric Shaheen, Jason McClain, Leon LeBlanc via Zoom @ 6:20 pm and Village Clerk/Treasurer Mary A. Casagrain.

Also present were Department of Public Works Superintendent Robert Degrace, Water/Wastewater Superintendent Mark Robillard, Electric Superintendent Michael Dominic, Fire Chief Royce Cole, Residents Barbara Denis, Michael Vaillancourt, Susan Fitzpatrick, TLCSD Superintendent Jaycee Welsh, Goff Nelson Librarian Courtney Carey, and News Reporter Chris Gaige.

Call Monthly Meeting  
To Order

Mayor Fontana called the Monthly Meeting to order and established the agenda at 6:00 pm.

Call Public Hearing  
To Order

Mayor Fontana called the Public Hearing to order and read aloud the Public Hearing Notice at 6:00 pm for the purpose of hearing comments from the public concerning Local Law #6-2024 to amend Chapter 37, Parks and Recreation Areas adding language for the regulation of the newly installed docks in the municipal park.

Close Public  
Hearing

Motion by Trustee Shaheen, seconded by Trustee McClain to close the public hearing since there were no questions or comments at 6:02 pm. (Carried 3-0)

Pledge & Moment  
Of Silence

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

Public Comment  
Period:

No comments received.

Welcome ADK  
Daily Reporter

Mayor Fontana welcomed Mr. Chris Gaige the new Adirondack Daily Enterprise Reporter to the meeting.

TL Waterfront Park  
Ribbon Cutting Event  
8/29 @11:00 am

Mayor Fontana reminded the community there will be a ribbon cutting ceremony next Thursday, August 29<sup>th</sup>, 2024 at 11:00 am in the Flanders Park to celebrate the docks and wayfinding signage recently installed in our waterfront park.

GIS Hosting Contract  
With DANC

After reviewing there was a motion by Trustee McClain, seconded by Trustee Shaheen to authorize Mayor Fontana to execute a GIS Hosting Contract with DANC as presented. (Carried 3-0)

Board Minutes  
Approved

Motion by Trustee Shaheen, seconded by Trustee McClain to approve the board minutes from July 15, 2024, and July 31, 2024, respectively. (Carried 3-0)

Treasurer:

Approve Warrant  
Motion by Trustee McClain, seconded by Trustee Shaheen to approve the August 19, 2024 warrant in the amount of \$501,498.74 for payment of the bills and abstracts for the month of July 2024. (Carried 3-0)

Review Cash Position	Review the monthly cash position for July 31, 2024.
ESD RESTORE 8 Grant Award for \$800,000	Motion by Trustee McClain, seconded by Trustee Shaheen to formally accept a Empire State Development Restore NY Round 8 grant award in the amount of \$800,000 for work with the developer of a new nine-unit apartment building, replacing and existing vacant, condemned apartment building at 179 Park Street as well as the rehabilitation of a vacant single-family home on the adjoining parcel at 185 Park Street. (Carried 3-0)
Court: Tabled	The review of the court records and dockets were tabled until our next monthly meeting.
Code Enforcement: Accept July Monthly Report	Motion by Trustee McClain, seconded by Trustee Shaheen to approve the July 2024 Monthly Code Report as presented. (Carried 3-0)
Police: Accept July Monthly Report	Motion by Trustee Shaheen, seconded by Trustee McClain to approve the July 2024 Monthly Police Report. (Carried 3-0)
Approve Local Law #6-2024 Amending Chapter 37, Parks & Recreation	Motion by Trustee Shaheen, seconded by Trustee McClain to formally approve Local Law #6-2024 as proposed to amend Chapter 37 titled Parks and Recreation Areas. (Carried 3-0)
Fire: Accept July Monthly Report	Motion by Trustee McClain, seconded by Trustee Shaheen to approve the July 2024 Monthly Fire Report. (Carried 3-0)
New Members Will Vaillancourt, Sayla Harris & Izaiah Swinyer	Motion by Trustee McClain, seconded by Trustee Shaheen to formally appoint Mr. Will Vaillancourt and Ms. Sayla Harris to the Volunteer Fire Department and to also appoint Mr. Izaiah Swinyer as a Junior RAM member. (Carried 3-0)
Truck Committee Formation	Fire Chief Royce Cole advised the board that they have formally completed a truck committee formation and they will be meeting next week for the first time to discuss our next truck replacement.
DPW: Miscellaneous Updates	Department of Public Works Superintendent Robert Degrace advised the board that his crews have completed the sidewalk replacement on Park Street and our black topping vendor Burnell has a break in their schedule and will be starting some of our blacktopping earlier than expected. In addition, the wayfinding signage and kiosks have been installed. Over the next week they will be prepping for Lakeview Avenue. Motion to accept the DPW July 2024 Report as presented was made by Trustee McClain, seconded by Trustee Shaheen. (Carried 3-0)
W/WW: GAC Pilot Update	Water/Wastewater Superintendent Mark Robillard advised that the GAC Pilot was up and running again, sampling is being completed as require by NYS DOH.

Miscellaneous  
Updates

Water/Wastewater Superintendent Mark Robillard advised that they have half of the Tallman Street water repairs completed and then they will be completing the sewer main and associated laterals on the street. Motion by Trustee McClain, seconded by Trustee Shaheen to accept the Water/Wastewater July 2024 Report as presented. (Carried 3-0)

Electric:  
5/31/24 NYPA  
Report

Motion by Trustee Shaheen, seconded by Trustee McClain to formally accept the Tupper Lake Municipal Electric Department's NYPA report for fiscal year end May 31, 2024, as presented. (Carried 3-0)

Annual MEUA  
Meeting & Voting Delegate

**RESOLUTION**

At a regular meeting of the Board of Trustees of the Village of Tupper Lake, held on Monday, August 19, 2024, the following resolution was adopted:

Moved by Trustee Shaheen, seconded by Trustee McClain,

**WHEREAS**, the Electric Superintendent Michael Dominic of the Village of Tupper Lake, New York is a municipal member of the Municipal Electric Utilities Association of New York State, and

**WHEREAS**, the Annual Conference of the Municipal Electric Utilities Association of New York State has been called on October 1-3, 2024, to be held at Hotel Canandaigua in Canandaigua, New York, and,

**WHEREAS**, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

**NOW THEREFORE BE IT RESOLVED**, that Michael Dominic be and is hereby designated as the accredited delegate of the Village of Tupper Lake, New York.

(Carried 3-0)

Miscellaneous  
Updates

Electric Superintendent Michael Dominic advised the board that his crews will be continuing their trimming work out on Route 30 year the end of the line and they have now completed the North Little Wolf area.

Senior Banners &  
Hometown Veteran  
Banners

Electric Superintendent Michael Dominic advised the board that he was approached by the TLCSD Senior Class about putting the senior banners up where the Home Town Veteran Banners are located, it may take some juggling and some new hardware. Maybe we could hold up the Home Town Veteran Banners until the end of June to try and accommodate both.

Motion by Trustee Shaheen, seconded by Trustee McClain to formally approve the July 2024 Electric Report as presented. (Carried 3-0)

**Into Executive Session**

Motion by Trustee McClain, seconded by Trustee Shaheen to enter Executive Session at 6:20 pm 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 3-0)

**Trustee LeBlanc  
Joined Via ZOOM  
At 6:20 pm**

Trustee LeBlanc joined the meeting via ZOOM at 6:20 pm.

**Kathy Savage  
Cleaner Vacancy**

Motion by Trustee Shaheen, seconded by Trustee McClain to hire Ms. Kathy Savage to fill the part-time cleaner vacancy. (Carried 4-0)

**Set Special Meeting  
8/23/24 @ 8:00 am**

Motion by Trustee Shaheen, seconded by Trustee McClain to set a Special Meeting for Friday, August 23, 2024, to discuss Village Clerk/Treasurer and Inventory Clerk vacancies due to retirement by the end of the calendar year. (Carried 4-0)

**Exit Executive Session**

Motion by Trustee Shaheen, seconded by Trustee McClain to exit Executive Session at 8:00 pm. (Carried 4-0)

**Adjournment**

Motion by Trustee Shaheen, seconded by Trustee McClain to adjourn the meeting at 8:01 pm. (Carried 4-0)

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**Mary A. Casagrain, Village Clerk/Treasurer**