

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

Date: Wednesday, November 16, 2016
Location: Board Room
Meeting: Regular 6:00-7:20 PM

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

Absent from the Regular Meeting was Trustees Thomas Snyder.

Also present were Code Enforcement Officer Peter Edwards, Electric Superintendent Marc Staves, Department of Public Works Superintendent Robert Degrace, Fire Chief Carl Steffen, Volunteer Fire Department Member Royce Cole residents Jan Yaworski, David McMahon, Ray Bigrow, Clint Hollingsworth, and News Reporters Dan McClelland and Kelly Carroll.

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.

Public Comment:
Park Street Structural
Fire Thank You

Mayor Paul Maroun took the time to thank the surrounding fire companies for their mutual aid assistance with the Park Street structural fire this past week including the Town of Piercefield, Village of Lake Placid, Paul Smiths Volunteer Fire Department and Long Lake Volunteer Fire Department. He also gave a special thanks to our volunteer fire department members and the other village work crews who assisted during the event.

ADK Park Local
Gov't Review Board Motion by Trustee LaScala, seconded by Trustee Maroun to support the Adirondack Park Local Government Review Board with a \$300.00 donation for their advocacy assistance and support to our community for 2017. (Carried 4-0)

Approve Minutes Motion by Trustee LeBlanc, seconded by Trustee Maroun to approve the Board Minutes from October 19th and November 3rd, 2016. (Carried 4-0)

Code:
Accept October Report Motion by Trustee LaScala, seconded by Trustee Maroun to approve the October 2016 Monthly Code Report. (Carried 4-0)

10 Front Street
Code Violation/Unsafe
& Dangerous Home Code Enforcement Officer Peter Edwards reported that the home at 10 Front Street is being reviewed by our Village Attorney Nathan Race and we expect a notice to be published in the coming days before we proceed with our Unsafe and Dangerous Ordinance for the home.

Lead Safe Training
12/15/16 Code Enforcement Officer Peter Edwards reported that DANC has scheduled another Free Renovation, Repair and Painting Training class for Thursday, December 15, 2016 at the ESB Building for Lead-Safe Certification open to all local contractors.

Flander's Park
Performance Stage
Planning Review

The Village Board reviewed the schematic designs and plans for the placement of the Flander's Park Performance Stage and discussed the placement of the building in detail in relation to the where the sun rises and sets along the waterfront. They also reviewed a comment from a resident asking that we consider the dark sky compliance initiatives for the Adirondack Public Observatory and design the lighting accordingly.

Motion by Trustee LaScala, seconded by Trustee LeBlanc to proceed with sending the Village of Tupper Lake's application for review to the Joint Village/Town Planning Board. (Carried 5-0)

Police:
Accept October
Report

Motion by Trustee LaScala, seconded by Trustee LeBlanc to approve the October 2016 Monthly Police Report for the Village and Town of Tupper Lake. (Carried 4-0)

K-9 Donation

Motion by Trustee LeBlanc, seconded by Trustee LaScala to formally accept a \$100.00 donation from Dechene Enterprises for our K-9 Program. (Carried 4-0)

Parking Ban In
Effect

It was noted by the Chief of Police that our Winter Parking Ban went into effect November 15, 2016 until April 15, 2017.

Law Enforcement
Training 11/30 & 12/11/16
Lake Placid

Motion by Trustee LaScala, seconded by Trustee LeBlanc to authorize Officer Nason to attend a two-day law enforcement training seminar sponsored by the Essex County Animal Cruelty Task Force in Lake Placid November 30 & December 1, 2016. There is no cost for this training. (Carried 4-0)

Supervisor Training
Jan. 9-27, 2017

Motion by Trustee LaScala, seconded by Trustee Maroun to authorize Sergeant Dana to attend Supervisor school in Plattsburgh, January 9-27, 2017. He will be commuting daily. (Carried 4-0)

Fire:
Accept October
Report

Motion by Trustee Maroun, seconded by Trustee LeBlanc to approve the October 2016 Monthly Fire Report. (Carried 4-0)

Haunted House
10/29/16

Fire Chief Carl Steffen advised the board that the Volunteer Fire Department's "Haunted House" held on Saturday, October 29, 2016 from 7-10 pm in conjunction with the Tupper Lake Central School Drama Club was a success. Special thanks go out to the drama club members who helped with the event, Pray's Farm from Plattsburgh for donating the pumpkins, hay, corn stocks and cider and Larkin's and Tupper Lake Free Press for all their support. In addition the donation of \$1 went to Thrifty & Nifty and the Drama Club and the food donations went to the Tupper Lake Food Pantry.

Lunch with Santa
Scheduled

Fire Chief Carl Steffen advised that the annual Lunch with Santa Clause has been scheduled for Sunday, December 11, 2016 from 12-2:00 pm at the ESB Community Room.

Ride With Santa
Clause

Motion by Trustee Maroun, seconded by Trustee LeBlanc to give the Volunteer Fire Department permission to take Santa out to visit the neighborhoods on the evening of 12/19 uptown and 12/20 downtown. (Carried 4-0)

FEMA Grant To Be
Submitted 11/18/16

Fire Chief Carl Steffen reported that on Friday, we will re-submit FEMA Grants for a new air compressor and air-paks. We are hopeful that if asking for less I might be funded.

Water/Wastewater:

NYS IUP 2017 Subsidy Listing

In Water/Wastewater Superintendent Mark Robillard's absence Village Clerk/Treasurer Mary A. Casagrain reported that our application to the NYS for Sewer/WWTP Project Improvements has been designed on the 2017 Intended Use Plan as eligible for subsidy funding. Only time will tell if reachable for hardship. This topic may require a special meeting specifically for a board discussion with our consultants to map our plans for next year.

NYS Archives Grant For GIS Mapping

It was also reported that we may want to consider applying for a NYS Archives Grant through NYS DOS for GIS Mapping of our water & sewer lines, laterals and mains and possibly our storm water system for the DPW Department. They are accepting applications on a rolling basis.

DPW:

Interpretive Panels Installed & Wi-Fi Station

Department of Public Works Superintendent Robert Degrace advised that his crews have completed the installation of the interpretive and interactive panels along the board walk and are in the process of installing the Wi-Fi Station at Clarkson University. Students constructed later this week.

Misc. Updates

Department of Public Works Superintendent Robert Degrace advised that his crews have been busy completing winter preparations and the new fencing along the little logger's playground has been completed.

Electric:

Permanent Appointment

Marc Staves

Motion by Trustee LaScala, seconded by Trustee Maroun to permanently appoint Mr. Marc Staves to the position of Electric Utility Superintendent effective today now that he has successfully passed the Franklin County Civil Service Exam for the position. (Carried 4-0)

Misc. Updates

Electric Utility Superintendent Marc Staves reported that now that NYS DOT are done with their project his crews are back on River Road trimming trees and completed the system improvements for that area.

Substation Relay Improvements

Electric Utility Superintendent Marc Staves reported that improvements are underway for the substation by one of our vendors HMT. He reported that the substation relays, control surge and battery backups need to be tested routinely and it's that time again. The testing and work is expected to be completed by the end of the month.

2012 Bucket Truck Emission Recall

Electric Utility Superintendent Marc Staves reported that the 2012 Bucket Truck is in Plattsburgh this week having an emission recall issue corrected which is covered under warranty work.

Treasurer:

Approve Warrants

Motion by Trustee Maroun, seconded by Trustee LaScala to approve the November 16, 2016 warrant in the amount of \$614,332.58 for payment of the bills and abstracts for the month of October, 2016. (Carried 4-0)

Review Cash Position

Review the monthly cash position for October 31, 2016.

Health Insurance Buy-out Offered Motion by Trustee Maroun, seconded by Trustee LeBlanc to approve a health insurance buy-out to our employees for the coverage year of 2017. (Carried 4-0)

Set Organizational Meeting 12/1/16 It was noted that the Annual Organizational Meeting will be held on Thursday, December 1, 2016 at 6:00 pm.

Mandatory Work Place Violence & Sexual Harassment Safety Training It was noted that we have mandatory Work Place Violence and Sexual Harassment Safety Training scheduled for Monday, December 5, 2016. All employees and Board Members are required to attend one of the two training sessions. There is one at 10:30 am and another at 1:00 pm.

56 Park Street Clear Title Parking Lot Mayor Maroun announced that the Village of Tupper Lake has received clear title to the 56 Park Street parcel across from the Village Offices. The project will be reviewed at the Joint Planning Board level on December 28, 2016 at 7:00 pm.

Enter Executive Session Motion by Trustee LeBlanc, seconded by Trustee Maroun to enter Executive Session at 6:40 pm for the purpose of discussing matters relating to 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 4-0)

W/C Case Dropped It was noted that we received formal notice from Franklin County Worker's Compensation Board that a former employee dropped is W/C Case against the Village of Tupper Lake voluntarily.

Electric Line Worker Chad Montana Provisionally Re-appointed Motion by Trustee LaScala, seconded by Trustee Maroun to provisionally re-appoint Mr. Chad Montana to the position of Electric Line Worker. (Carried 4-0)

Internal Promotion Meter Reader to Electric Line Helper We have a Meter Reader interested in the Electric Line Helper vacancies in the department. We have him working him with the line crew for a few weeks to ensure it is what he is anticipating in taking the position.

RFQ Garage Engineer Electric Utility Superintendent Marc Staves presented the Village Board with a request for qualifications for the design of a new village electric garage. Board to review in the coming month.

Exit Executive Session Motion by Trustee LeBlanc, seconded by Trustee Maroun to exit Executive Session at 7:19 pm. (Carried 4-0)

Adjournment Motion by Trustee LeBlanc, seconded by Trustee Maroun to adjourn at 7:20 PM. (Carried 4-0)

Mary A. Casagrain, Village Clerk/Treasurer