

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

Date: September 20, 2023

Location: Board Room

Meeting: Regular Monthly

6:00-6:56 PM

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

Absent from the Regular Monthly Meeting was Trustee David Maroun.

Also present were Electric Superintendent Michael Dominie, Department of Public Works Superintendent Robert Degrace, Code Enforcement Officer Peter Edwards, Water/Wastewater Superintendent Mark Robillard, Fire Chief Royce Cole, Police Sergeant Travis Farmer, ROOST Representatives James McKenna, Michelle Clement and Katie LaLonde, TLCSD Students Tory Amell, Michael Baker, Margaux Flagg, Residents Barbara Denis, Michael Vaillancourt, Reese Fleury, Town Councilwoman Mary Fontana, News Reporter Dan McClelland and Aaron Marbone (Via Zoom), Mercy Living Center Executive Director Madaline Toliver (Via Zoom) and Goff Nelson Memorial Library Director Courtney Carey.

**Call Monthly Meeting**

To Order

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

**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.

**ROOST Support**

For Tupper Lake

At the request of Trustee Eric Shaheen from last month's meeting, representatives from ROOST attended the meeting to highlight the programs and projects they have completed over the years for the Tupper Lake and what projects are in progress.

The President and CEO of ROOST Mr. James McKenna introduced his team and gave a brief background and inventory of the many projects completed in recent year including the Connect and Discover slogan as well as the Branding project that brought about the new branding colors and hemlock cone proudly displayed throughout Tupper Lake. He stated the marketing tools used are people driven online, far beyond what could be reached in newspapers and their focus are those people who visit the area within a 300-mile radius. Those visiting have brought a lot of private investment and private money to the year round businesses. In many cases the visitor/tourist has purchased a second home here and they are now year round residents.

The Director of Marketing, Ms. Michelle Clement and Tupper Lake and Hamilton County Marketing Manager, Ms. Katie LaLonde introduced themselves and explained their role in promoting Tupper Lake through video content, website development, event support for Tupper Lake Event Organizers, seasonal programming, online posts, ads, emails blast, Tupper Lake Calendar, committee involvement, amenities installations, grant support etc.

Trustee LeBlanc commended them for their continued work for Tupper Lake.

#### Public Comment

#### Period:

Barbara Denis

Ms. Barbara Denis stated the presentation was wonderful and she asked what it would cost a community for a website build out without their assistance. Michelle Clement explained it would cost around \$60,000.00.

Ms. Denis further commented that she was disappointed that some of the Trustees did not ask any questions when last month they seemed to have so many concerns, maybe their questions were answered by ROOST.

Sgt. Travis Farmer

#### Permanent Appointment

Motion by Trustee LeBlanc, seconded by Trustee Shaheen to permanently appoint Sergeant Travis Farmer upon his successful passing of the Franklin County Civil Service Sergeants exam. (Carried 4-0)

Board Minutes

#### Approved

Motion by Trustee LeBlanc, seconded by Trustee Shaheen to approve the board minutes from August 16, 2023. (Carried 4-0)

#### W/WW:

Hydrant Flushing

Water/Wastewater Superintendent Mark Robillard advised the board that his department will be completing hydrant flushing starting the week of October 2<sup>nd</sup> thru October 20, 2023.

Craig LaLonde

W/WW Worker

Promotion

Motion by Trustee LeBlanc, seconded by Trustee McClain to formally promote Water/Wastewater Helper Mr. Craig LaLonde to the position of Water/Wastewater Worker effective September 2, 2023. (Carried 4-0)

Harris Beach PLLC

Supplemental

Engagement Letter

Motion by Trustee McClain, seconded by Trustee Shaheen to formally approve a Supplemental Engagement Letter for Bond Counsel Services with Harris Beach PLLC in connection with the cost of improvements to the Sewage Collection System and the Wastewater Treatment Plant CWSRF Project No.: C5-5534-04-00 and to authorize Mayor Maroun to execute as proposed. (Carried 4-0)

It was noted the bar screen for lift station #3 will commence the first week of November.

Maddox Lane Pilot

Kickoff

Water/Wastewater Superintendent Mark Robillard advised the board that the water pilot for Maddox Lane fired up yesterday and he expects them to run for the pilot plant for a month. This plant is a mini version of what they will design and build if the testing is successful.

He took a moment to thank the electric department for their assistance in making the site ready for them.

Raquette River Drive

Water Line Break

Water/Wastewater Superintendent Mark Robillard advised the board that there was a water line break on Raquette River Drive this past week due to the vibration from the previous weeks blacktopping project and they unfortunately had to cut into the newly blacktopped surface.

Lakeview Avenue  
Update

Trustee LeBlanc asked Water/Wastewater Superintendent Mark Robillard why the plan to complete Lakeview Avenue wasn't followed when he has repeatedly promised him the manpower to work a few days a week.

Trustee Shaheen stated the road should not have been started.

Water/Wastewater Superintendent Mark Robillard advised that he doesn't have the skilled enough men to complete the work.

Trustee LeBlanc asked him if he was proud of that.

Water/Wastewater Superintendent Mark Robillard stated he was proud of it.

Trustee LeBlanc stated he is disappointed the project hasn't moved.

Treasurer:

Approve Warrant

Motion by Trustee LeBlanc, seconded by Trustee Shaheen to approve the September 20, 2023, warrant in the amount of \$454,780.70 for payment of the bills and abstracts for the month of August 2023. (Carried 4-0)

Review Cash  
Position

Review the monthly cash position for August 31, 2023.

Village Court:  
Village Justice Court  
Annual Examination &  
Accepted Resolution  
#092023-A

Motion by Trustee LeBlanc, seconded by Trustee McClain to formally approve the submitted court records and dockets for the Village of Tupper Lake Justice Court as submitted by Village Justice Mr. Christopher Delair and Acting Village Justice Leonard Young examined for Fiscal Year End May 31, 2023, for compliance with Section 2019-a of the Uniform Justice Court Act of New York State. (Carried 4-0)

### **Certificate of Recording Officer**

This is to certify that I, Mary A. Casagrain, the undersigned Clerk/Treasurer for the Village of Tupper Lake Board of Trustees, attest to the attached Resolution as being a true and correct original of said Resolution #092023-A, for the Justice Court formally acknowledging examination by the Village Board Members of the Village of Tupper Lake Justice Court records for the Fiscal Year End of May 31, 2023 meeting the requirements of Section 2019-a of the Uniform Justice Court Act of the State of New York.

Village of Tupper Lake Board of Trustees

Duly held on the 20<sup>th</sup> day of September 2023; and further that such Resolution has been fully recorded in the Minute Book for September 20, 2023 in my office.

In witness whereof, I have hereunto set my hand this 20<sup>th</sup> day of September 2023.

Official Seal:

Mary A. Casagrain, Village Clerk/Treasurer

Code Enforcement:  
Accept September Monthly Report  
Motion by Trustee LeBlanc, seconded by Trustee McClain to approve the September 2023 Monthly Code Report. (Carried 4-0)

Miscellaneous  
Updates  
Code Enforcement Officer Peter Edwards advised the board that 86 Demars Blvd and 70 Park Street are moving along with their DRI Projects nicely and soon they will be making the announcements for the Energize Uptown awardees. And the 15 Broad Street cleanup project should be moving along soon.

TLCSD  
PA Assistance  
Mayor Maroun noted that he received a nice thank you letter from Mr. Danny Carmichael for the Electric Department's assistance with the PA system at the football field, special thanks to Michael Dominic, Joel Boudreau and Willie Bencze.

Police:  
Accept September Monthly Report  
Motion by Trustee Shaheen, seconded by Trustee McClain to approve the September 2023 Monthly Police Report. (Carried 4-0)

DCJS Grant  
\$11,376.30  
Motion by Trustee McClain, seconded by Trustee LeBlanc to formally accept a DCJS Grant in the amount of \$11,376.30 for the purchase of a new finger printing machine (Livescan) as requested. (Carried 4-0)

Close Lower Mill St.  
And Cliff Avenue  
Motion by Trustee LeBlanc, seconded by Trustee McClain to formally approve the closure of the lower portions of Mill Street and Cliff Avenue and all of Martin Street for the OkTupperfest event scheduled for Saturday, October 14, 2023 as requested by the Town of Tupper Lake Recreation Director Ms. Laura LaBarge.

CSEA Unit II  
Special Meeting  
Wednesday, October 18, 2023 at 10:00 am CSEA Unit II Police have asked to meet to start their collective bargaining negotiations for their next contract.

Municipal Park  
Burglary  
Police Chief Proulx advised that there has been an arrest in connection with the recent Municipal Park Burglary and 90% of the stolen park equipment has been recovered.

Fire:  
Accept September Monthly Report  
Motion by Trustee McClain, seconded by Trustee LeBlanc to approve the September 2023 Monthly Fire Report. (Carried 4-0)

RAM Approval  
Alliyah Lawrence  
Motion by Trustee McClain, seconded by Trustee LeBlanc to formally approve Junior Firefighter RAM application for Ms. Alliyah Lawrence as presented. (Carried 4-0)

Miscellaneous  
Updates  
Fire Chief Royce Cole advised the board that testing of hoses and pump testing will be completed in the coming week.

DPW:  
Resignation Seasonal Worker Sean Phelan  
Motion by Trustee McClain, seconded by Trustee LeBlanc to formally accept the resignation of Seasonal Worker Mr. Sean Phelan effective August 30, 2023. (Carried 4-0)

Bleacher Bid  
Award  
Motion by Trustee LeBlanc, seconded by Trustee McClain to award the bleacher bid to Baughman Bros. & Associates, Inc. from Jay, New York in the amount of \$111,732.00 to furnish and install bleachers for the Municipal Ballpark as part of the funding from Assemblyman Billy Jones in the amount of \$125,000.00. (Carried 4-0)

**Job Well Done**  
Washington Street  
Trustee LeBlanc commended Bob Degrace and his crew for a job well done on Washington Street.

**Thank You**  
Department of Public Works Superintendent Robert Degrace took a moment to thank the Electric and Water/Wastewater Crews for their help laying sidewalks on Demars Blvd. as well as thanking the Towns of Brighton, Fine, Duane, Tupper Lake, Harrietstown, Franklin and Piercefield and of course Burnell for laying the blacktopping.

**2015 Skid Steer Loader Auction**  
Motion by Trustee LeBlanc, seconded by Trustee McClain to put the 2015 Skid Steer Loader on Auctions International for sale now that the new skid steer is here. (Carried 4-0)

**Electric:  
2023 MEUA Annual Conference**  
Motion by Trustee Shaheen, seconded by Trustee LeBlanc to formally authorize Michael Dominie to be our voting delegate for the MEUA Annual Conference on October 10-12, 2023 as follows:

**DELEGATE RESOLUTION**

At a regular meeting of the Board of Trustees of the Village of Tupper Lake, held on Wednesday, September 20, 2023, the following resolution was adopted:

Moved by Trustee Shaheen, seconded by Trustee LeBlanc,

**WHEREAS**, the Electric Superintendent Michael Dominie 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 to be held on October 10-12, 2023 at 1000 Islands Harbor Hotel, Clayton, NY, 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 the Michael Dominie, Electric Superintendent for the Village of Tupper Lake Municipal Electric Department be and is hereby designated as the accredited delegate of the Village of Tupper Lake, New York.

On roll call: Affirmative: 4 Negative: 0

I certify that the Board of Trustees of the Village adopted this resolution Tupper Lake, New York on the 20<sup>th</sup> day of September 2023.

(Carried 4-0)  

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Mary A. Casagrain, Village Clerk/Treasurer

**Miscellaneous Updates**  
Electric Superintendent Michael Dominie advised the boards that they are ready to replace poles on Lafayette Street starting from Amoriell Avenue down, they will make every effort to notify the residents.

The switch should be arriving in a couple of weeks and it will be installed upon delivery.

Adjournment

Motion by Trustee LeBlanc, seconded by Trustee McClain to adjourn the meeting at 6:56 pm. (Carried 4-0)

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Mary A. Casagrain, Village Clerk/Treasurer