

Town of Tupper Lake Regular Town Board Meeting

September 14, 2023

****Board Members had a Budget Work Session on September 7, 2023

Roll Call: Supervisor Rick Dattola
Councilwoman Tracy Luton
Councilwoman Mary Fontana
Councilman John Gillis
Councilman Rick Donah

Recording Secretary: Laurie J Fuller – Town Clerk
Mary Kay Strack – Deputy Town Clerk

Press: Dan McClelland – Tupper Lake Free Press

Guest: Carl Steffen – Emergency Service Coordinator
Melissa McManus – Grant Writer
Paul Muellen – Little Wolf Campground Caretaker
Courtney Carey – Goff Nelson Library Director
Kelly & Reese Fleury – Tupper Lake Snowmobile Club
Tupper Lake High School Government Class Students
Jim Costley
Sue DuMoulin
Lorraine Bassett
Tupper Lake High School Government Class Students

Supervisor Dattola called Regular Town Board Meeting to order at 6:00 P.M. opening with the Pledge of Allegiance.

1. Carl Steffen

Update Emergency Service Plan:

Carl Steffen attended the meeting to update board on Emergency Management Plan, Carl stated he is working on making plan more manageable, has done a study on how many places have emergency generators, the Adult Center, Mercy Healthcare, L.P. Quinn School, Tupper Lake High School and Sunmount, Holy Ghost Academy School and St. Alphonsus Church can be used if needed. He would be willing to teach class on Incident command, have started a face book page to get information out. Would like to send a letter out to the community asking if they rely on medical equipment that needs electricity, and if they have a generator, also put website face book page in letter, Carl will draft letter. Councilwoman Fontana asked if there would be a data base with information and who would have it.

2. Melissa McManus

Grant Update:

Melissa attended meeting to update board members, four months into contract with town, working on rail trail readiness, have concrete ask for funding to help Tupper Lake for completion of rail trail.

3. Sue DuMoulin

Little Wolf Campground:

Sue DuMoulin spoke in public comment asking board about what the two fees on rover pass software were, when booking campsite, unhappy with seasonal camp site that was offered to her, feels rules and regulation should be clarified, confused on how many tents allowed.

*****Establish the Agenda:

Add- Approve purchasing Charging Station for Country Club.

4. Approve Minutes:

Town Clerk provided a drafted copy of minutes dated August 10, 2023 for approval.

Councilwoman Luton made motion to approve minutes as written for meeting dated August 10, 2023

Seconded by Councilwoman Fontana
All Town Board Members voted AYE 5/0 Dattola, Luton, Fontana, Gillis, Donah

5. Abstract #9 of Audited Vouchers:

Abstract #9

Vouchers # 2023-666 to 2023-0748

| <u>Fund</u> | | <u>Prepaid/Debit</u> | <u>Unpaid</u> | <u>Total</u> |
|--------------------|--------|----------------------|---------------|--------------|
| General | 200.01 | \$14,457.04 | \$35,839.69 | \$50,296.73 |
| General (B) | 200.02 | - | - | - |
| Highway | 200.03 | - | \$6,329.83 | \$6,329.83 |
| Highway Outside | 200.04 | - | \$200,987.71 | \$200,987.71 |
| Capital Projects | 200.05 | - | - | - |
| Fire District | 200.06 | - | - | - |
| Sewer #1 | 200.07 | \$122.46 | \$571.47 | \$693.93 |
| Sewer #5 | 200.10 | \$244.92 | \$55.82 | \$300.74 |
| Sewer #17 | 200.15 | - | \$4,099.90 | \$4,099.90 |
| Sewer #17-1 | 200.16 | - | \$746.48 | \$749.48 |
| Sewer #17-2 | 200.17 | - | \$25.59 | \$25.59 |
| Sewer #23 | 200.19 | - | \$1,874.39 | \$1,874.39 |
| Water #1 | 200.20 | - | \$24.03 | \$24.03 |
| Water #3 | 200.21 | \$122.46 | \$1,230.51 | \$1,352.97 |
| Moody Lighting | 200.31 | - | \$522.12 | \$522.12 |
| Recreation Events | 200.34 | \$2,831.10 | \$1,666.85 | \$4,497.95 |
| Total For Abstract | | \$17,777.98 | \$253,974.39 | \$271,752.37 |

Councilwoman Fontana made motion to approve Abstract #9 of Audited Vouchers as submitted in the amount of \$271,752.37.

Seconded by Councilman Gillis
All Town Board Members voted AYE 5/0 Dattola, Luton, Fontana, Gillis, Donah

6. Town Departments Monthly Reports:

Code Officer

Michael Corneau
Code Officer

August Monthly Report

5 Building Permits Issued
0 Demo Permits Issued
0 Complaints

35 Miles Logged

Recreation & Youth Activities Department

Laura LaBarge

Little Wolf Beach & Campground

The public swimming beach was closed for the season on Sunday, September 3rd, almost a full week past our typical closing date. We were blessed with a full lifeguard staff for the first year in many, so we were able to stretch the season further than in the past. The Town of Tupper Lake extends its heartfelt thanks to all members of our lifeguard staff for a job well done. Your dedication to providing a safe swimming area and lessons to our community is much appreciated!

Little Wolf Campground had a busy year, despite the rain and flooding earlier in the season, with a 93% occupancy rate from June through August. With September, we see most of our seasonal campers moving back home and a decrease in daily/weekly rentals as the school year begins. Caretaker Mullen is

staying busy with end-of-season projects, and making sure the campground is ready to close at the end of this month. With the assistance of our Highway Dept., the stone fire pits in the tent area have been demolished and will be replaced with fire rings next season. The stone pits were in disrepair and out of place with the current layout of the primitive camping area.

Youth Activities

T-Ball, Coach Pitch, Soccer, Swim Lessons & Day Camp seasons were wrapped up last month. All were affected by the increased amount of precipitation we received this summer. Day Camp daily attendance numbers were higher than ever, with numbers reaching over 70 campers on some days. Our enthusiastic team of counselors were fantastic at keeping the crew safe and entertained at all times. In order to safely accommodate this number of campers going forward, we may need to hire additional staff or enforce attendance limits to be sure we are staying compliant with DOH. Christielee & I are brainstorming possibilities for next year. Thank you to all local businesses/organizations who provided scholarships to campers in need. You changed the summers of 23 children!

Events

Full Moon Movie in the Park (drive-in) is scheduled for Friday, September 29th. The double feature will include Addams Family ('91) and Addams Family Values ('93) on a bigger screen than last year, with an increased parking area. A large capacity popcorn popper will be cranking out fresh buttered popcorn at our concession stand, along with other refreshments. Tyler's food truck will sell pizza slices, fries and ice cream. The show will begin at 7:30, parking at 6pm. So come early, stay for dinner and be sure to check out our s'mores pit with the family! Tickets can be purchased now online or at the town hall.

OkTupperfest brewfest tickets have begun to sell. Currently, there are 7 breweries participating in the beer sampling that day. There will also be horse-drawn hay rides, live music, the MonsterDash, food trucks and a craft fair as well as other youth activities. Entry fee for drinkers is \$25, non-drinkers & children are \$5. Event goers should use the Municipal Park for parking that day, and walk across the Little Loggers Playground for event admission. Only 500 brewfest tickets will be sold, non-drinker admission is unlimited.

Spooky PJ/Movie Night at the Library is scheduled for Friday October 20, 2023. Spots are limited and participants MUST register online. More information will be sent home with students of LPQ.

Trick or Treat on Park is set for Tuesday October 31st from 3-5 pm. We would like to extend an invitation to all non-Park Street businesses & organizations to join us on Park St. that day. There will be space available down the center of the road to set up booths/tables to hand out candy.

Dog Control Officer

Town of Tupper Lake
Dog Control Report

For the Month of: August 2023

Date: September 14, 2023

| | |
|------------------------------------|---|
| Complaints Received | 8 |
| Complaints Answered | 8 |
| Dogs Captured | 0 |
| Dogs return to owner | 0 |
| Impound Fees Collected | 0 |
| Dogs turned over to DCO | 0 |
| Dogs transported to Humane Society | 0 |
| Dogs Adopted | 0 |
| Dogs Euthonized | 0 |
| Dogs treated by Vet | 0 |
| Dangerous Dog Complaints | 0 |
| Tickets issued | 1 |

Report prepared by Wayne LaPierre, DCO

Highway Department

August 8th – September 11th

- Mowed all Town roads and (County roads twice per contract).
- Replaced 60' of 18" culvert at 117 Raquette River Drive.
- Installed (1) drop inlet and 100' of 18" culvert from 117 Raquette River Drive to the other side of Byram Road.
- Helped the Village DPW haul millings from Washington Street to their garage.
- We milled Raquette River Drive with help from the Village DPW, Town of Franklin, Town of Brighton, Town of Piercefield, and Brunell Paving.
- Helped the Village DPW haul blacktop for 3 days with 2 tandems.
- Paved Raquette River Drive, Barry Ave., and Schugar Lane with Brunell Paving and help the Village DPW, Town of Brighton, Town of Franklin, Town of Clifton, Town of Long Lake, and Town of Piercefield.
- Put shoulders on all of Schugar Lane and approx.. 1600' of Raquette River Drive.
- Replaced the sump pump at the Adult Center.
- Filled in pot holes as needed.
- Weekly dump runs for the Maddox Hall and Town Hall.
- Mowed lawns at the Town Hall, Maddox Hall, Train Station, 2 parking lots out Moody, and the lower parking lot at the Rod and Gun Club.
- Started screening winter sand at the Gale sand pit.

Supervisor Dattola commended Laura and her day camp staff on a successful summer program, also commended the previous board that started the day camp back in 1997.

7. Committee Reports:

Councilman Gillis updated board members on Housing Grant:

On Sept. 6th of 2023 I met with Melissa McManus and Michelle Capone of DANC. Michelle works with the Housing arm of DANC writing and administering grants. We discussed the possible avenues that Tupper Lake could explore to create a housing rehab grant fund that could be used throughout the community.

Michelle has hands on experience in this field. At any given time, she typically is working on either writing or administering these grants for 3 to 4 municipalities. She has led successful funding rounds in many St. Lawrence communities.

The two avenues that she would recommend we look at are:

1. The Affordable Housing Corp, or AHC.
2. The Community Development Block Grant - CDBG

Each program has different requirements and niches that they fill. A survey of local property owners detailing the kinds of work needed to be done, along with their income levels will have to be analyzed to choose the best program for our needs.

Michelle suggested that we go for a funding level of \$400,000. This number has been good for the Village (who is just finishing up a funding round), as it is a fair number based upon the capacity that we have to fulfil the grant timeline of 2 to 2-1/2 years. By capacity, we mean the number of contractors who are available to do the work and the number of technicians needed to carry out environmental testing (lead and asbestos are the most common).

Note: The environmental testing is different for each agency. All costs are covered by grants.

How this would work:

The timeline starts when the State announces the grant round. This is usually late spring / early summer. By fall / early winter the awards are announced. To get a head start:

- The Town, as lead agency, would contract with DANC to do the research and write the appropriate grant. The cost would be not to exceed \$3,500.
- DANC would then do a press release to let residents know of the availability for a rehab grant for their homes. They would also assemble the applications and help get residents set up for

the program. Note: we want to have a waiting list of qualified applicants to show the need in our community.

- Once we have our candidates for housing rehab, DANC will determine the best program to apply for a grant.
- If we are successful in getting the grant, DANC will do all of the administration and project delivery.
- Applicants can expect to get around \$40,000 in grant funds.

Notes on Contractors:

Must have worker's comp and general liability

Need training in lead safe practices.

Some things we can do to get ahead of this:

Housing Condition Study - pay DANC to do it (\$1,500), or find a volunteer to devote some time to it.

Collect other housing studies

Councilman Gillis told the board that the Franklin County Land Bank is live. They have their first properties.

Supervisor Dattola stated still working on the Exemption 457 Section, School, Town and Village would have to pass a local law, has already been state approved, this plan would work will for the Land Bank.

8. Accept Mike Corneau resignation:

Mike Corneau submitted a letter of resignation stating his last day will be September 29, 2023.

Peter Edwards Code Officer for Village will fill in until Town finds someone.

Councilman Gillis made a motion to except Mike Corneau resignation.

Seconded by Councilwoman Luton.

All Town Board members voted Aye 5/0 Dattola, Luton, Fontana, Gillis, Donah

Councilman Donah met with Mike Corneau about condition of food pantry, due to the deteriorating condition of building space, he is recommending the location for food pantry be moved.

9. Advertising for Full Time Deputy Clerk:

Position Available

The Town of Tupper Lake currently has an opening for a Full Time Deputy Town Clerk and assistant to the Assessor, and Planner. Benefits include NYS Retirement, negotiable salary; health insurance and eye care coverage. The successful candidate must have a Highschool Diploma or related work experience with a good working knowledge of a variety of software including Windows XP, Microsoft Excel, Microsoft Word and willing to learn Municipal tax software, Assessor software. Candidates must possess good communication and organizational skills and work well in a small office environment.

Interested applicants must submit a completed application with resume and cover letter, to the Town Clerk, Town of Tupper Lake, 120 Demars Blvd. Tupper Lake, New York 12986 by September 29, 2023, for more information please contact Mary Kay Strack or Jessica Eggsware (518) 359-9261.

The Town of Tupper Lake is an equal opportunity employer

10. Approve Quote from Tuscarora Construction

To repair Setting Pole Dam:

Resolution # 36/2023

Of

Town Board of Town of Tupper Lake,

Franklin County, New York

Whereas, the Town Property of Setting Pole Dam in the Town of Tupper Lake is in need of repairs to all three gates, and

Whereas, Supervisor Dattola met with Kim Lyndacker from Tuscarora Construction Company INC. to discuss the project and visit the site for quote on repairs to all 3 gates, and

Whereas, Tuscarora Construction Company gave an estimated quote of \$90,000.00, for all three gates to be worked on one gate at a time, to pressure wash gates, repair steel skins, and coat of moisture-curing epoxy paint on upstream side, and

Therefore, Be It Resolved, at a Regular Town Board meeting held September 14, 2023, Board Members passed a resolution to approve quote from Tuscarora Construction Company to repair gates at Setting Pole Dam in an estimated amount of \$90,000.00 but not to exceed \$100,000.00.

Date: September 14, 2023

Motion: Councilwoman Fontana

Seconded: Councilwoman Luton

Action: Carried 5/0 vote Dattola. Luton, Fontana, Gillis, Donah

Laurie J Fuller

Laurie J Fuller Town Clerk, RMC

11. Approve Purchase for Charging Station at
Tupper Lake Country Club:

Resolution # 35/2023

Of

Town Board of the Town of Tupper Lake,
Franklin County, New York

WHEREAS, The Town received a grant in the amount of \$17,200.00 to purchase and install charging stations throughout the Town of Tupper Lake, and

WHEREAS, Board members agreed there would be a need for one at the Town owned Country Club Golf Course, and

WHEREAS, two quotes were received, one from Livingston Energy Group for \$17,390.00, and Plugin Stations Online, LLC for \$15,993.00, both quotes are state contract prices, and

WHEREAS, Town will purchase materials and Village will install, grant money will pay for usage fees for first couple of years.

THEREFORE, BE IT RESOLVED, at a Regular Town Board Meeting held September 14, 2023, board members passed a resolution to purchase one Charging station with two ports from Plugin Stations Online in the amount of \$15,993.00.

Date: September 14, 2023

Motion: Councilwoman Fontana

Seconded: Councilwoman Luton

Action: Carried 5/0 vote Dattola, Luton, Fontana, Gillis, Donah

Laurie J Fuller Town Clerk, RMC

12. Schedule Next Budget Work Session:

Board members agreed to have a Budget Work Session on Wednesday September 27th 2023 at 4:40 p.m.

13. Executive Session:

Councilwoman Luton made motion to enter into executive session at 7:00 p.m. to discuss contract, sale or lease of Real Property.

Seconded by Councilman Gillis

All Town Board Members voted AYE 5/0 Dattola, Luton, Fontana, Gillis, Donah

Councilman Gillis made motion to enter out of executive session and resume regular board meeting at 7:20 p.m.

14. Town acquire interest in Train Station:

Resolution # 37/2023

Of

Town Board of Town of Tupper Lake,

Franklin County, New York

Councilwoman Fontana offered the following resolution.

Whereas, the Town resolves to acquire any interest that Next Stop Tupper Lake has in Train Station Depot Building. Pursuant to any necessary approvals and pursuant to Town's approval of conditions of transfer.

Seconded by Councilwoman Luton, and adopted as follows:

| | |
|----------------------|-----|
| Supervisor Dattola | AYE |
| Councilwoman Luton | AYE |
| Councilwoman Fontana | AYE |
| Councilman Gillis | AYE |
| Councilman Donah | AYE |

Laurie J. Fuller
Tupper Lake Town Clerk

15. Adjourn:

Councilman Gillis made motion to adjourn at 7:22 p.m.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Dattola, Luton, Fontana, Gillis, Donah

Laurie J Fuller – Town Clerk RMC