

Town of Tupper Lake Town Board Meeting  
May 21, 2020 at 5:00 PM

Due to the COVID-19 State of Emergency  
This meeting will be conducted remotely by video conference.  
To view the meeting:

Time May 21, 2020 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85411358329?pwd=UzB6RklnN3pia3V3YU1BRGI3QTY0dz09>

Meeting ID: 854 1135 8329

Password: 083695

One tap mobile  
+19292056099,,85411358329#,,1#,083695# US (New York)

Dial by your location  
+1 929 205 6099 US (New York)

Roll Call: Supervisor Patricia S. Littlefield  
Councilman John Quinn  
Councilman Michael Dechene  
Councilwoman Mary Fontana  
Councilwoman Tracy Luton

Recording Secretary: Laurie J Fuller

Press: Dan McClelland – Tupper Lake Free Press  
Aaron Cerbone – Adirondack Daily Enterprise

Guest: Bruce & Pat Cook  
Jim & Sherry Bradley  
Michelle Moeller  
Amy Boudreau

Supervisor Littlefield called meeting to order at 5:11 p.m., opening with the Pledge of Allegiance.

Establish the Agenda

Add- 10.1 Discuss 4<sup>th</sup> of July Fire Works

Add- 10.2 Municipal Water Quality

Add- 10.3 Discuss EDA Cares Grant

Add- 10.4 Discuss grant application for GIS Mapping

1. Approve Emergency Orders #7 through 11:

Motion to approve Emergency Orders 7 through 11 set by the Town Supervisor and Village Mayor regarding Corona Virus Pandemic was made by Councilman Quinn

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

2. Approve Minutes:

Town Clerk provided a drafted copy of minutes dated April 30, 2020 for approval.

Motion to approve minutes as written for meeting dated April 30, 2020 was made by Councilwoman Fontana

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

3. Approve Town Clerks  
Annual Report for 2019:

**TOWN CLERK'S ANNUAL REPORT – 2019 FISCAL YEAR**

**CASH RECEIPTS:**

Sporting License	522.71
Marriage License	577.50
Marriage Transcript	560.00
Certified Copies	2764.00
Littlewolf Beach/Campground	92776.00
Bingo 3% fee	120.11
Bingo License	247.50
Bell Jar License	30.00
Dog License	685.00
Dog Fines	170.00
Building Permits	7992.00
Misc.	462.75
X – Skiing	2219.00
X – Ski Trail Fund	1384.36
Garden	245.00
Softball & Baseball	3935.00
Softball & Baseball Sponsor	400.00
Soccer Sponsor	500.00
Soccer	1630.00
Joint Planning	1625.00
Swim Lessons	1360.00
Day Camp	24265.00
Volleyball	680.00
Tumbling	2730.00

**TOTAL 2019 LOCAL SHARES REMITTED    \$147,880.93**

**CASH DISBURSEMENTS:**

NYS Department of Health	742.50
NYS Department of Agriculture & Markets	177.00
NYS Comptroller (Bingo)	371.25
NYS Comptroller (Games of Chance)	45.00
NYS Decals	8995.29

**TOTAL 2019 NON-LOCAL REVENUES        \$10,331.04**

**TOTAL STATE, COUNTY & LOCAL REVENUES    \$158,211.97**

*Laurie J. Fuller*

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Laurie J. Fuller – Town Clerk RMC

Motion to approve Town Clerks Annual Report for fiscal Year 2019 as presented was made by Councilman Quinn

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

4. Approve Abstract #5 of Audited Vouchers:

Town of Tupper Lake

## Abstract #5 – May 21, 2020

## Vouchers # 2020-0238 – 2020-0285

<u>Fund</u>	<u>Prepaid/Debit</u>	<u>Unpaid</u>	<u>Total</u>
General	\$2,983.82	\$10,920.61	\$13,904.43
Highway	-	\$47,429.83	\$47,429.83
Highway Outside	-	\$7,237.48	\$7,237.48
Sewer #1	\$67.30	\$21.47	\$88.77
Sewer #5	\$134.60	\$157.09	\$291.69
Sewer #17	-	\$8.11	\$8.11
Sewer #17-1	-	\$5,691.25	\$5,691.25
Sewer #17-2	-	\$128.88	\$128.88
Sewer #23	-	\$5,506.78	\$5,506.78
Water #1	-	\$41.36	\$41.36
Water #3	\$67.30	\$263.12	\$330.42
Moody Lighting	-	\$522.12	\$522.12
Total For Abstract	\$3,253.02	\$77,928.10	\$81,181.12

Motion to approve Abstract #5 of Audited Vouchers in the amount of \$81,181.12 as submitted was made Councilwoman Luton

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

5. Approve Town Departments Monthly Reports:

**Code Officer**

**Monthly Report  
March 2020**

2 Building Permits issued in March

No Demolition Permits issued

No Complaints filed

1 Fire calls (for Village)

Completed 3 field inspections

March 2020 miles logged 14

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary  
Code Enforcement Officer  
Town of Tupper Lake

**Monthly Report  
April 2020**

1 Building Permits issued in April

1 Demolition Permits issued

1 Complaints filed

0 Fire calls

Completed 0 field inspections

April 2020 miles logged 0

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary  
Code Enforcement Officer  
Town of Tupper Lake

**Recreational Director**

Board Report Youth Activities  
5/16/2020  
Angie Snye

- Working on plans and protocol for safely opening the campground and beach
  - Permit to operate paperwork has been submitted for both, waiting for water sample for campground and waiting for DOH
  - Communicating with campers, updating them as we are able to
  - Processing payments that come in via mail or dropbox
- Working to update beach and day camp safety plans and protocols
- Completed reopening safety plan templates for the campground and beach
- Sorting and handing out tumbling t-shirts to all participants
- Working on signs for the building and temporary signs for the sign posts and a sign for the community garden
- Collected ski club skis at the end of April

**Highway Department**

Town of Tupper Lake Highway Department  
Highway Superintendent  
William Dechene

**March 10 – April 6, 2020**

- Hauled 100 tons of #1's & 2's mix from Upstone Material to the garage to use on Pitchfork Pond Road and Gull Pond Road.
- Put down about 80 tons of crushed stone (1's and 2's) on Pitchfork Pond Rd. on various soft spots where frost came out of the road.
- Put down about 30 tons of crushed stone (1's & 2's) on gull Pond Road on various soft spots where the frost came out of the road.
- Cold patched pot holes as needed.
- Cut & chipped brush on Gaze Road and Littlefield Road.
- Ryan installed 2 smoke/carbon monoxide detectors at the Maddox Hall.
- Plowed and sanded roads on March 23 & 24.
- Due to COVID-19, the Hwy. Dept. shut down from March 23 – April 6. The employees came in just for emergencies, (Sanding and plowing roads and trees down).

**Monthly report April 7 – May 11, 2020**

- Due to COVID-19, the Hwy. crew was split in half, 3 on and 3 off from April 6 – April 17. On April 21, everyone went back to regular shift.
- Patched shingles at the Country Club (club house roof) that blown off by the wind.
- picked up piles of sand on the side of town roads.
- Painted the wing and one-way plow on Unit 55, took plow and sander off for the summer and installed the water tank for sweeping.
- Swept all town roads.
- Raked lawns at Maddox Hall, Town Hall and the two parking areas' out at Moody.
- Cold patched pot holes as needed.
- Started raking and cleaning up the beach.

Fuel and gas records per other logs.

Motion to approve Town Departments Monthly reports as submitted was made by Councilman Dechene

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

#### 6. Committee Reports:

Councilwoman Fontana reported there is a lot of garbage that was dumped on Pitchfork Pond Road, also Country Club Road

Councilwoman Luton will make sure Dog Control Officer drops off his monthly reports

Councilman Dechene reported he and Patti met with Jamie Armstrong at the Country Club, he is cleaning up property, would like to have a tree cut down, may cause future problems, also remove old shed, shingles to be repaired, trouble with irrigation system, Joe Jessie will install new kitchen appliances.

Councilman Quinn reported Broadband committee had a teleconference they are reviewing application for the Northern Boarder Grant, will have paperwork to be signed by Supervisor

Supervisor Littlefield commented on how nice it was for Toni Boushie & Calvin Bencze to put yellow balloons all over Community. Has Conference calls several times a week with County and Emergency Services on COVID 19 virus, testing is being done with mobile van now. Remind people to do Census update

#### 7. Discussion on replacing Sign at Town Hall:

Supervisor Littlefield and Councilman Quinn have gotten quotes for a new LED sign for the Town Hall. Stewart Signs a quote of \$16,886.00 and Windover Store \$7,100.00

Motion to authorize purchasing LED sign with the lowest responsible price was made by Councilman Quinn

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

\*\*Supervisor Littlefield will do comparison and send to everyone before purchasing

Also have sign for Community Garden, and on Town Hall Building

#### 8. Update on Little Wolf Campground:

To comply with the Governor's orders and the Department of Health and Franklin County Public Health, Town Board Members agreed to keep the community safe it would be best to open Little Wolf Campground only to the 28 current seasonal campers, dependent on receipt of the State Health Departments permit to operate. All other reservations will be canceled and refunds issued.

Will have a seasonal camper's meeting to go over rules and any questions and concerns they may have.

If seasonal camper chooses not to camp this year, you will be able to keep your spot.

Rest rooms will only be available for emergency.

If an out of town seasonal you will have to quarantine for two-week period

Only 8 people at a site, which is in the campground rules now

Have State rules and form campers will have fill out and sign

Pavilion and playground will be closed

#### Comments from guest:

Jim & Sherry Bradley asked about children she takes care of two days a week sometimes, asked about playground.

Michelle Moeller asked if have an opening date, and would prefer not to move, due to cable and internet hoop-up already set for her site. If there is an outbreak of virus have to leave would money be refunded. Asked about locked gate.

Amy Boudreau asked if Basketball court would be closed, and a list of rules, and would also like to keep same site.

Pat and Bruce Cook have not decided to camp this year, thanked Angie for all her hard work.

#### 9. Update on Summer Day Camp:

Motion to stamp seal of approval to cancel Summer Day Camp program with regret was made by Councilman Quinn

Seconded by Councilwoman Luton

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

#### 10. Update on Summer Sports:

Supervisor Littlefield stated Summer Sports will have to be put on hold for now.

#### 11. Discussion on July 4<sup>th</sup> Fire Works Celebration:

Councilman Quinn explained the Village wants to still move forward with the July 4<sup>th</sup> fireworks, having everyone stay in their vehicles. Questioned if it is the safe thing to do as other Towns and Villages are canceling event, The Town contributes to the fireworks display every year and not sure the town should be a part of in it.

Councilman Quinn made a motion to express our concern and opposition for the July 4<sup>th</sup> fireworks celebration and hold money until such time when it is safe, and if still not safe roll money over for 2021 celebration.

Seconded by Councilman Dechene

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

#### 12. Discuss Municipal Water quality:

Councilman Quinn has concerns about the water quality in Tupper Lake, letter from Village water does not meet federal standards, two new wells were drilled to help correct problem water deficiency, Town residents pay a higher rate for water, then Village residents, would like to see everyone pay the same, maybe meet with Village to address again.

#### 13. Discuss EDA Cares Grant:

Councilman Quinn received an email from Kevin Feuka wanting to make us aware of this Economic Development Administration \$1.5 billion set aside through CARES Act for the construction of infrastructure, roads, sewer, water, waste water treatment plants, public buildings renovations, business incubators and other economic development projects. It is a 80/20 % match, funding request from \$100,000 to \$30M. Application must explain clearly how the

proposed project would “prevent, prepare for, and respond to coronavirus,” or respond to “economic injury as a result of coronavirus.”

Councilman Quinn will reach out to Kevin Feuka to see what would be in it for the Town, maybe if we do not receive CHIP money, could this grant be used for Highway road work. Will discuss further at next board meeting.

14. Discuss GIS mapping grant:

Star Carter from the (DANC) Development Authority of the North Country sent out an email there is going to be another opportunity for a GIS mapping grant for the Town and Village, asking if the Town would be the lead.

15. Executive Session:

To discuss a particular personal matter:

Motion to enter into executive session at 6:53 p.m. to discuss a particular personal matter was made by Councilman Quinn

Seconded by Councilman Dechene

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

Motion to enter out of executive session and resume regular session at 7:04 p.m. was made by Councilman Quinn

Seconded by Councilman Dechene

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

16. Appoint Caretaker for

Little Wolf Campground:

Councilman Quinn made a motion to appoint Joanne Sparks as Caretaker for Little Wolf Campground/Beach for the 2020 season, at a salary of \$500.00 dollars a week.

Seconded by Councilwoman Fontana

All Town Board Members voted 4 AYE Quinn, Dechene, Fontana, Luton

1 Abstain Littlefield

17. Open Little Wolf Campground:

Councilman Quinn made a motion to open Little Wolf Campground for current seasonal campers only through Labor Day, contingent on permit from Health Department.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

18. Adjourn:

Motion to adjourn at 7:15 p.m. was made by Councilman Quinn

Seconded by Councilman Dechene

All Town Board Members voted AYE Littlefield, Quinn, Dechene, Fontana, Luton

