

Minutes of the regular meeting of the Board of Trustees of the Village of Rouses Point, New York held on Monday, April 6, 2009 at Halstead Hall commencing at 7:00 P.M.

PRESENT: George A. Rivers, Mayor
Brian B. Jefferson, Trustee
Jean L. Birtz, Trustee
Francis J. Baker, Trustee
John L. Cooper, Trustee

ALSO PRESENT: Arsene F. Letourneau, Treasurer

ABSENT: Brian S. Pelkey, PW Supervisor

RECORDING SECRETARY: Carol A. Hanfield, Village Clerk

CALL MEETING TO ORDER:

Mayor Rivers called the meeting to order and began with the Pledge of Allegiance to the Flag.

PRESENTATION:

Mayor Rivers stated that Kelly Penfield has definitely been an asset to the Village and on behalf of the Village of Rouses Point presented her with a plaque in recognition and appreciation for her dedicated service to the residents of the Village of Rouses Point from April 2001 to April 2009.

OATH OF OFFICE:

The Clerk administered the Oath of Office to Brian B. Jefferson and John L. Cooper both for two year terms as Village Trustees.

COMMENTS FROM THE PUBLIC:

No one chose to address the Board.

BID RESULTS:

Contract 2009-03 – ‘Control Relay Panel for Outdoor Power Transformer Protection’

The Clerk explained that an error was made on the bid opening date when Curt Wilson electronically sent out the bid to other customers. He dated the bid opening as April 3, 2009 and the advertised date was March 27, 2009. One bid was received for the March 27th date and requested that the bid be rejected. Trustee Jefferson made a motion to reject the bid that was received; Seconded by Trustee Birtz; AYE CARRIED

Contract 2009-04 – “Large Diameter Hose”

The Clerk stated that there were two bids received. One bid could not be considered because there was no bid bond attached. The following bid was opened:

| | |
|-------------------------|-------------------------|
| Tyler Fire Equipment | \$15,200 |
| c/o Chris Thwaits | Official Check Attached |
| P.O. Box 381 | 3 Week Delivery |
| Ausable Forks, NY 12912 | Deviations |

The bid was given to Chief Mike LeBlanc for his review and he recommends that the Board accept the bid from Tyler Fire Equipment in the amount of \$15,200.

Trustee Jefferson made a motion to accept this bid Tyler Fire Equipment in the amount of \$15,200; Seconded by Trustee Cooper; AYE CARRIED

The Mayor stated for the Boards information the money for this hose is from the FEMA grant with no charge to the Village.

MINUTES OF PREVIOUS MEETING:

Trustee Jefferson made a motion to accept the minutes of the March 16, 2009 and the March 19, 2009 regular meetings as presented; Seconded by Trustee Baker; AYE CARRIED

BILLS:

Treasurer Letourneau stated there was one addition to the list of bills from The Development Corporation in the amount of \$34,830 for professional services for the Rouses Point Redevelopment Plan. Trustee Jefferson made a motion to approve the list of bills as amended; Seconded by Trustee Birtz; Mayor Rivers stated that this fee is also covered by a grant. AYE CARRIED

CORRESPONDENCE:

The Clerk read a letter from the Clinton County Health Department requesting the Village to adopt a “No Thanks Big Tobacco” policy. The “No Thanks” initiative asks event planners to reject tobacco company sponsorship as a means to fund events and to prohibit tobacco advertising and promotion at events. Trustee Jefferson made a motion to adopt the Resolution saying “No thanks” to the Tobacco Industry; Seconded by Trustee Birtz; ROLL CALL VOTE All Ayes (SEE ATTACHED)

The Clerk stated that she had received by certified mail a renewal application from the American Legion Post 912 on their intent to renew their On-Premises Alcoholic Beverage License.

The Clerk read a letter from Steve & Sue Merchant bringing to the Board’s attention that they feel it would be advantageous to the community to build an outdoor stage at the recreation center in Rouses Point and asked that the Village possibly look into grants to benefit this project.

The Clerk read an invitation from the Clinton County Office For The Aging to attend the sixteenth annual Senior Celebration to be held on May 1st at 11:00 a.m. at the Senior Center. Mayor Rivers and Trustee Birtz stated that they would like to attend this event.

The Clerk stated that the Quad Committee asked to announce that they have shirts available at the Town of Champlain office for the 400 Explore NY.

The Clerk read a resignation letter from John Cooper stating that he will no longer be a member of the Planning Board. Trustee Jefferson made a motion to accept his resignation with regrets; Seconded by Trustee Birtz; AYE CARRIED

REPORTS OF MAYOR & BOARD:

MAYOR RIVERS:

Mayor Rivers read his Mayoral Appointments. (SEE ATTACHED) Trustee Birtz made a motion to approve the Mayoral Appointments; Seconded by Trustee Jefferson; AYE CARRIED

Mayor Rivers announced the Mayoral Commission Appointments. (SEE ATTACHED)

Mayor Rivers presented for review the Procurement Policy which list estimated amounts of purchase contracts and public works contracts. Trustee Baker made a motion that the Procurement Policy was in order; Seconded by Trustee Cooper; ROLL CALL VOTE Aye Carried (SEE ATTACHED)

Mayor Rivers presented for review the Investment Policy for the Village. Trustee Birtz made a motion that the Investment Policy was in order; Seconded by Trustee Jefferson; Aye Carried (SEE ATTACHED)

Mayor Rivers presented for review the Rules of Procedure for public meetings; Trustee Jefferson made a motion that the Board agreed that there were no changes to the procedures; Seconded by Trustee Birtz; Aye Carried (SEE ATTACHED)

Mayor Rivers presented the Travel Policy and stated that some changes have been made. Trustee Jefferson made a motion to approve the Travel Policy as amended; Seconded by Trustee Birtz; Discussion followed. This copy of this policy will be given to each employee. AYE CARRIED (SEE ATTACHED)

Mayor Rivers presented the Schedule of Meetings for 2009-2010 which requires publication. The Clerk stated that the only change was for the meetings that are normally held at 4:15 p.m. are changed to 4:00 p.m. There are only three meetings at this time. Trustee Jefferson made a motion to accept the Schedule of Meetings as amended; Seconded by Trustee Cooper; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers read a resolution for reimbursement of mileage at a rate of \$.42 per mile. A motion was made by Trustee Birtz to approve this resolution to increase this reimbursement to \$.42 per mile from \$.40 per mile; Seconded by Trustee Jefferson; Discussion followed. ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers presented a Budget Modification Resolution and asked the Treasurer to address the changes. Trustee Jefferson made a motion to approve these budget modifications as presented; Seconded by Trustee Birtz; ROLL CALL VOTE All Ayes (SEE ATTACHED)

Mayor Rivers made a motion to authorize the Clerk to publish a Legal Notice for a Public Hearing on the 2009-2010 Tentative Budget; Seconded by Trustee Jefferson; AYE CARRIED

Mayor Rivers made a motion to authorize the Clerk to publish a Legal Notice for a Public Hearing on Local Law #2 of the Year 2009 – ‘a one year moratorium on the acceptance for apartments in the downtown storefronts in the C1 zoned areas of the Village of Rouses Point’; Seconded by Trustee Jefferson; AYE CARRIED

The Mayor announced that on May 1st at 7:00 p.m. at Lakeside Coffee we will be kicking off of the Village’s new website. They are connected to Wi-Fi so people can bring in their laptops and bring up the website to see what is going on.

TRUSTEE JEFFERSON:

Trustee Jefferson stated that he wanted to thank Kelly Penfield for serving on the Board for the last 8 years and for her dedication to the Board and for her good judgement. He appreciated her effort and wished her well.

Trustee Jefferson made a motion authorizing Gary Molinski and Mike Riley to attend the NYRWA Seminar in Potsdam on April 14, 2009; Seconded by Trustee Baker; AYE CARRIED

Trustee Jefferson made a motion authorizing the Village Clerk to publish a Legal Notice to hold a Public Hearing on April 20th for the ‘Community Development Strategy & Implementation Plan’; Seconded by Trustee Birtz; AYE CARRIED

Trustee Jefferson made a motion authorizing Kim Bennet, John Bernard and Adam Menard to attend a NYRWA Training Session on Distribution in Plattsburgh on April 28th; Seconded by Trustee Baker; AYE CARRIED

TRUSTEE BIRTZ:

Trustee Birtz presented a Resolution stating that the Village of Rouses Point commits \$650 in matching funds on behalf of the Dodge Memorial Library to be disbursed when needed for participation in the Bill and Melinda Gates Foundation Opportunity Online

Hardware Grants 20078-2009. This is the second year match to be approved in the 2009-2010 library budget and will not supplant local funds already dedicated for the library or computer workstations. Trustee Birtz made a motion to accept the resolution; Seconded by Trustee Jefferson; ROLL CALL VOTE All Ayes (SEE ATTACHED)

TRUSTEE BAKER:

Trustee Baker made a motion to hire back Cody O’Brian for the summer months to work at the Civic Center. He will start on June 29th – August 21st at a rate of \$9.26/hour as a temporary full-time laborer – 40 hours per week with no benefits; Seconded by Trustee Jefferson; Trustee Birtz asked about hiring a second summer month employee. This will be discussed with Mike O’Brian and a decision can be made at the next meeting. AYE CARRIED

Trustee Baker made a motion requesting an Executive Session to discuss Civic Center Personnel; Seconded by Trustee Jefferson; ROLL CALL VOTE All Ayes

Trustee Baker stated that a second quote was received for the ceiling at the Civic Center from Cellu Spray. Mayor Rivers stated that the 2nd quote was not brought in until this afternoon and he did not get a chance to fax it over to IEEP for their approval and then get the results back to the Board. Discussion followed.

TRUSTEE COOPER:

Trustee Cooper made a motion requesting an Executive Session to discuss a Possible Litigation; Seconded by Trustee Jefferson; ROLL CALL VOTE All Ayes

Trustee Cooper stated that a letter had been received from the Code Enforcement Officer regarding an unsafe building located behind the 87 Lake Street property. This building (Quonset-type three bay garage) was also re-assessed by Engineer Doug Ferris and it is determined that the structure is unsafe and should be demolished. Trustee Cooper made a motion to authorize the Code Enforcement Officer to proceed with the necessary enforcement as outlined in Village Code Chapter 72 Article VII “Unsafe Buildings”; Seconded by Trustee Birtz; AYE CARRIED

Trustee Cooper made a motion authorizing the Clerk to publish a Legal Notice to go out to bid for a “Control Relay Panel for Outdoor Power Transformer Protection”; Seconded by Trustee Jefferson; AYE CARRIED

Trustee Cooper made a motion requesting an Executive Session to discuss Codes Personnel; Seconded by Trustee Jefferson; ROLL CALL VOTE All Ayes

OTHER REPORTS:

Treasurer Letourneau reported that the Village received a check in the amount of \$413,879.53 from the County for the unpaid taxes that were turned over to the County as of November 1st. This includes the demolition charges on the former WWBI.

Treasurer Letourneau announced that on April 14th he and the Deputy Treasurer will be going down to the County to look at the new tax program. They will be meeting with the Village of Champlain and Village of Dannemora along with Eric Hebert from the Data Processing.

Treasurer Letourneau announced that as of April 30th any unpaid water and sewers will be transferred to the taxes.

OPEN MEETING TO THE PUBLIC:

No one chose to address the Board.

RECESS:

Trustee Birtz made a motion to go into recess at 7:45 p.m.; Seconded by Trustee Cooper; AYE CARRIED

EXECUTIVE SESSION:

No action was taken during Executive Session regarding Civic Center Personnel
No action was taken during Executive Session regarding a Possible Litigation
No action was taken during Executive Session regarding Codes Personnel

REGULAR SESSION:

Trustee Baker made a motion authorizing the Clerk to advertise for the position to replace Mike Lemieux at the Civic Center. The Board also wishes to include that a CDL license is required; Seconded by Trustee Jefferson; AYE CARRIED

ADJOURNMENT:

Trustee Birtz made a motion to adjourn at 8:17 p.m.; Seconded by Trustee Baker; AYE CARRIED

Respectfully Submitted;

Carol A. Hanfield
Village Clerk