

October 27, 2015-Village of Cape Vincent Board of Trustees Meeting

Mayor Timothy Maloney opened the meeting at 5:30 pm with Trustees Jerry Golden, Elisabeth Brennan, Pamela Youngs and Joseph Gould present. Mayor Maloney welcomed the attendees and led the pledge of allegiance.

Trustee Brennan then made the motion to dispense with the reading of the minutes of October 13, 2015 and accept them as written with Trustee Golden seconding the motion and all voting yes.

Attendee Hope Hammond then addressed the Board. The water meter at her residence was changed in August of 2015 and returned to the company as it was thought to be faulty. Hope had paid the August 2015 billing with the readings that was on the thought to be faulty meter. She is requesting a credit for the billing. After a brief discussion, it was stated that the Board will wait for more information from Badger meter about the meter issue before they will issue any credits to her account.

Attendee Jim Hill then addressed the Board about the end of his driveway that is sinking on one side due to the sewer project. After a brief discussion, the DPW will be taking care of this driveway and two others within the next three weeks.

Trustee Youngs then asked Marty if Centre St. is scheduled to be paved this season. Marty stated that it will not be done until next year, but that they may do the grinding out of this year's budget and the paving out of next year's budget.

Marty Mason, DPW Superintendent, then gave his report as follows:

- The crew, minus Kathryn Cataldo, did CPR and AED training as part of a PESCH requirement. They are all now certified for two years. The Village board should consider having an AED in the Community House and have the clerk certified as well.
- Siewert equipment has employees working in the Village doing scheduled maintenance for all the pump/lift stations.
- The new flow meter for the plant should be here within the two weeks. The crew will be installing the meter and Aqualogics will be calibrating it. Mayor Maloney asked Marty if he knew when the town last calibrated their meter and Marty stated that they are currently still working on it.
- The garbage truck is at Stewart Signs getting the lettering done and is scheduled to be back Wednesday this week.
- Doug Estell is fabricating a piece to assist in attaching the leaf vacuum to the back of the garbage truck.
- Gareth Hogan has been doing two to three seasonal water shut offs per day.
- Marty has been in contact with Badger meter and they are having their engineers work on some meter issues. There seems to be a few meters in the Village that will temporarily show back flow and it needs to be researched as to why that is occurring.
- The most recent paved areas around the Village have been stoned and topsoil has been done but they are not reseeded yet. After a brief discussion, the Board decided to have the crew wait until spring to reseed the areas.
- All the picnic tables, benches and trash cans have been picked up throughout the Village.
- The porta-john is also picked up for the season.

- Bobcat replacement- The machine currently has 611 hours. With new EPA rulings, the Tier 4 exhaust for the diesel engine has created a higher cost than is typical on the 2 year replacement program that the Village participates in. The cost to do the trade with all regulations would be \$9292.00. After a lengthy discussion, Trustee Brennan made the motion to approve the trade and purchase of the Bobcat at the cost of \$9292.00 with Mayor Maloney seconding the motion and Trustees Youngs and Golden voting yes. Trustee Gould voted no.
- The new police car has arrived. The light package still needs to be installed. Trustee Golden asked Marty about garage space and it was stated that it will be parked in the Kelsey Lane garage.

Trustee Brennan had the following:

- Access signs: It was discussed to have a committee to work on the wording for the signs over the winter so that the signs can be ready in the spring.
- Grant paperwork for garage: Not submitted yet, Marty is going to meet with Assemblywoman Addie Russell the second week in November and will hand deliver it to her at that meeting.
- Marzano tree/National Grid: Not complete yet.

Marty then stated that Ben Davis Tree Service will be in the Ogdensburg area for the next few weeks and then will be coming back to Cape Vincent to do some fall trimming to include the grinding of the tree stump on Point St. and the tree removal on Gouvello St.

Trustee Brennan then continued with the following:

- Benvenuto tie-in: Yes, complete.
- Oswald sidewalk: The sidewalk will be added to the replace/repair list and will not be removed.

Trustee Youngs then asked if the Village had a sidewalk policy. There is nothing in writing to anyone's knowledge.

Trustee Youngs then asked the following:

- Water and Sewer plants: Everything is going well.
- Sludge removal: Yes, it is currently being removed weekly.
- AWQR: Yes, the AWQR (Annual Water Quality Report) is done on a yearly basis but the treated water is tested daily.

Trustee Golden gave a brief police department report. He stated that the dock law paperwork is still at the attorney's office. Trustee Brennan then asked about "break-ins" that she has heard about. Trustee Golden stated that the state police are investigating the case and are making progress.

The Board then reviewed the Treasurer's report and had no questions or concerns.

Mayor Maloney then addressed "old" business as follows:

- EMS: The proposed RFP will be sent out to get some numbers to work with before sending the official RFP.

- Cannon Agreement: The Board reviewed the agreement and the copy of Gebo's response and with that, Trustee Youngs made the motion for the Mayor to sign the agreement for the loan agreement with Trustee Golden seconding the motion and all voting yes.

Trustee Brennan then asked about the proposed meeting with Samaritan about the Cape Clinic. Mayor Maloney has been waiting for a return call from Tom Carmen about scheduling a meeting. Trustee Brennan is hoping to have the subsidy reduced. Mayor Maloney will call Tom Carmen again.

Trustee Brennan then asked about the CDC (Community Development Committee) and the process for expenditures for the committee. Trustee Youngs then stated that at their next regular meeting, to be held November 11, 2015 at 6:00, all the new members of the committee are going to review all the committee documents and the current list of projects, to include the process of procedures. Trustee Youngs also stated that the committee will have the pavilion plans at this meeting as well.

Mayor Maloney then addressed "new" business as follows:

- Water/Sewer rate: Can't set yet. Mayor Maloney met with the CPA Libbie Wheeler and the draft report is being reworked due to some calculation errors. The audit should be wrapped up very soon. The Board then discussed a letter that was received by DANC about the rate.
- Water District #2 user letter: No response has been received on the Village's request to have Donna Abbass's water switched to Town District #1. After a brief discussion, the Mayor will contact Ms. Abbass.
- Jacobs/Benvenuto rate: The Board discussed and both users will be charged the outside water rate. It was stated that contracts are needed for both residents. After a brief discussion, Trustee Golden made the motion to charge both Ron Jacob's and Mary Benvenuto at the outside user rate of \$45.00 service charge with a \$3.00 per thousand rate after the initial 6,000 gallons of usage and to have Gebo's office draft a contract with Trustee Youngs seconding the motion and all voting yes.
- Frozen meter charges: During last winter, two water meters froze at two separate residences. The meters were still under warranty and were replaced at no charge. At this time, the Board stated that a note will be placed on the next water bill to be sent Nov. 1 explaining what the water law states about damage to water meters. In addition, letters will be sent to the residents that allowed the meters to freeze last winter giving them a warning and to stating that going forward, a charge will be assessed.
- Town Water Bill for WD#6: The Board reviewed the \$27.50 quarterly bill that was received from The Town. The bill is for debt service for WD#6 for the DPW building that is located within the district. The Board discussed that a portion of this debt that is for the expansion should be returned to the Village. Trustee Golden made the motion to pay the \$27.50 bill to the Town with Trustee Youngs seconding it and all voting yes.
- Weekend work for DPW: Trustee Golden made the motion to approve that personnel that work on-call "weekends" for the water/sewer plants will receive \$50.00 per weekend worked and also will receive 4 hours of comp. time to be used within the same pay period with Trustee Brennan seconding the motion and all voting yes.

- Police step increase: Trustee Golden then made the motion to approve the \$0.25 step increase for the police officers for the first 4 years of their employment with the Village with Trustee Youngs seconding the motion and all voting yes.
- Retiree Insurance: The Board then reviewed a new plan that is being offered for retirees that would save the Village over \$5,000 in health care costs for retirees and will offer the retirees equivalent coverage. Trustee Youngs made the motion to accept the new coverage for the retirees with Trustee Golden seconding the motion and all voting yes. The Clerk will contact all the retirees and Marylee Burmaster will contact the retirees to go over the new coverage.
- Turkey Trot: The Board reviewed a hold harmless agreement that was drafted by Gebo's office for the upcoming Turkey Trot event that is to take place on Thanksgiving morning from roughly 9:00am to 11:00am. Trustee Golden made the motion for the Mayor to sign the agreement, taking out the fourth condition in the contract, and to allow the Turkey Trot to use the streets from roughly 9:00 am to 11:00 am on Thanksgiving Day with Trustee Youngs seconding the motion and all voting yes.
- Tobacco use policy: The Village currently does not have its own tobacco policy. After a discussion, it was stated that this will be encompassed in the personnel policy.
- CAP (Corrective Action Plan): Trustee Brennan made the motion for the Mayor to sign the CAP that the Board prepared in response to the State Comptrollers audit finding with Trustee Golden seconding the motion and all voting yes.
- Regional Roundtable: The Board is not sure if anyone will be able to attend the event.

Trustee Brennan then spoke briefly on the public interviews that were held with the three candidates for the Thousand Islands Central Superintendent position. She stated that the interview sessions were well attended and all written comments by the attendees will be forwarded along to the Board of Education.

Trustee Brennan then made a motion at 7:38pm to discuss a specific employee with Trustee Gould seconding the motion and all voting yes.

At 7:58pm, Trustee Brennan made the motion to exit the executive session with Trustee Youngs seconding the motion and all voting yes.

At 7:59pm, Trustee Golden made the motion to adjourn the meeting with Trustee Gould seconding the motion and all voting yes.

Respectively submitted,

Mary E. Rupp
Clerk/Treasurer