

September 11, 2012 – Village of Cape Vincent Board of Trustees

Mayor Timothy D. Maloney called the meeting to order at 5:30 PM with Trustees Pamela Youngs, Elisabeth Brennan, Doug Putnam and Jerry Golden present. Mayor Maloney welcomed attendees and then led them in the Pledge of Allegiance and observed a moment of silence for the victims of September 11, 2001.

The minutes from the August 28, 2012 meeting were reviewed and the following changes are required:

- Trustee Brennan was going to research Ethics Policies of other villages when Mayor Maloney addressed the Ethics Policy.
- Trustee Putnam had questioned why Jeff Herpel had not been attending meetings.
- Trustee Putnam only stated the following: 5. Trees and bushes behind community house have been attended to.
- Mayor Maloney stated the following:
  1. The Village is to have GIS survey for the water/sewer grant program on August 29, 2012.
  2. DANC will conduct the survey and also will be digging the light pole bases on Wiley Blvd. Once DANC has completed the light bases, National Grid will be able to attach necessary equipment.
  3. The Buoys at East End Park are to be set before Mr. Marty Mason's vacation.
  4. The Mayor had phone number in which to contact for the crosswalk notification signs.
  5. Sewer project is progressing positively
  6. The engineers are still responding to the Health Department comments on the water project
    - Trustee Youngs had stated the following: 8. Jim Hill's mailbox issue has been addressed and a second seeding of the grass will take place in front of his residence
    - Chris Russo, TI Reporter is spelled Rusho.

Trustee Brennan made the motion to dispense with the reading of the previous minutes with the above changes and Trustee Golden seconding the motion and all voting yes.

The Treasurer gave Abstract 4 to the Board members as follows:

General: \$29,121.59

Water: \$16,308.26

Sewer: \$6312.72

Upon the discussion of the invoices, attendee Kristy Kennedy requested that the Board include a payment to Fourth Coast, Inc. for an open invoice for permeable pavement installation at the Village

Green. The Village is to pay the complete invoice of \$540.00 and request reimbursement from the Village Green for 4%, Town of Cape Vincent for 67% leaving the Village responsible for the remaining 29%. Upon discussion, the Board agreed to include the Fourth Coast invoice with the Abstract 4 and for the clerk to send letters to Village Green committee and to the Town of Cape Vincent for reimbursement.

After reviewing and discussing the abstract, Trustee Golden made the motion for the Treasurer to pay Abstract 4 with Trustee Brennan seconding the motion and Trustee Putnam and Mayor Maloney voting yes and Trustee Youngs abstaining from the vote.

Richard Anchor addressed the board about the current water billing statement he received for his apartment building located at 123 E. Broadway Street. He currently was billed for approximately 100,000 more than the past readings. He had been in contact with Marty Mason prior to meeting and Mr. Mason asked him to attend the meeting to address the issue to the Board. He also questioned how the billing of apartment buildings within the community could vary. Mr. Mason is to check the meter when he returns from vacation and in the mean time; the clerk will hold the check for the current bill until Mr. Mason gives the clerk the proper information.

Margo O'Brien then addressed the Board and questioned whether the Board had any further information for her on the status of her trees. Mayor Maloney stated that he will not suggest that the tree be removed and requested that the tree's health be monitored. Margo also informed the Board that she has spray painted the raised areas on the sidewalks that the roots have caused to mark the raised levels. Trustee Putnam was in agreement that the tree doesn't need to be removed. The status of the removal will be tabled at next meeting.

Mayor Maloney then addressed the Martini tree. All members of the Board visited the property and seemed to find no issue with successfully being able to use the driveway with a car or a truck. Trustee Youngs questions how much it will cost to repair the sidewalks for damaged caused by the tree and root system and if repairs are done, does the funding come from the current sidewalk budget. Trustee Brennan then stated that she agrees that taking down the tree could start a trend of tree removal and the removal of trees should only be done if a safety issue. The Mayor asked for a motion for the trees not to be removed at the present time and the tree situation monitored. Upon discussion, the issue of tree removal is being tabled until the next meeting.

Kristy Kennedy then addressed the Board. She spoke about the Broadway Streetscape project. She asked about the status of the base mapping and Mayor Maloney informed her it was being held up due to the on-going sewer project. She also questioned the excess boats located at the Anchor Marina and she was informed that the Board may have to seek out assistance for the removal of the boats that run parallel to Broadway Street but the issue is being addressed. She then inquired about the status of the ferry lanes and the Club Street project. She stated that Horne's Ferry needed to have better signage and the Board informed her that as its own business Horne's Ferry is solely responsible for their own signage and would need to submit an application for putting a sign up. She inquired as to why the lane stripping had not been completed. She had tried to be in contact with Dave Croft from the Town of Cape Vincent

and had not been successful in reaching him for a status of the lanes. The Mayor stated that he would be in contact with Dave Croft and would give her a status on the lane stripping situation. Kristy then returned to the Broadway Streetscape project. She stated that the Improvement League has already purchased the two decorative signs for Broadway and they are looking for approval to place four more signs along Broadway. These signs are for decorative purposes for the flowers in spring and summer and winter banners during winter season. The Board informed her she needs to be in contact with DOT for all necessary permits and upon receiving the permits, they may place signs. Mayor Maloney is to meet with a DOT official about the crosswalk signs and will then ask about the sign situation for the Improvement League and report to Kristy with more information. Kristy also informed the Board of a "Meet the Candidates" that the Improvement League is hosting October 3, 2012 at the Town of Cape Vincent Recreation Park at 7:00pm. This is for all running Village and Town members. Trustee Putnam stated he has a scheduling conflict for that evening and so Kristy is going to inquire if the date can be changed to October 2, 2012.

Thomas Strejlau, Officer in Charge, reported on the following:

- Gave the Board members of current statistics for the department
- Presented the Board with a letter stating the total amount used for the police force needed to cover the most recent French Festival. Mr. Strejlau stated that the costs needed to cover the French Festival are \$2,200.00 over what was budgeted for French Festival. The Clerk will send a letter to French Festival Committee to request reimbursement of \$3200.00 in lieu of the \$1000.00 that is normally given as to negate some of the incurred costs.
- The repairs done at Herb's TI Auto Repair were done and the Clerk was requested to send a Tax-Exemption form to Herb's.
- Upon attending the Cape Vincent Chamber of Commerce meeting, he stated that a committee is going to be created to address the village dock issues that have arisen. He suggested that a Board member also be part of the committee to represent the Village. He stated the Village dock law needs to be reviewed and that there are currently no signs on dock to explain usage.
- He stated that signage may need to be posted due to the fact that the training Clerk is temporarily recording the minutes to assist in the accuracy of the minutes. Trustee Golden is to check with attorney's office and Clerk to check with NYCOM for advisement on recording.
- DPW building area was vandalized Sunday evening into Monday morning. A vehicle struck the 1000 gallon propane tank and then continued on to strike a large stack of black drainage pipes. An investigation has begun and it is requested that all propane tanks at Village buildings have barriers installed to be proactive on safety.

The Planning Board was addressed and the Clerk stated that upon speaking with Jeff Herpel, Mr. Herpel will be attending meetings once he is able to with his schedule. In lieu of his attendance, the Planning Board Secretary supplied the Village Clerk with copies of the past three months minutes that were

reviewed at this time. After the minutes review, the Mayor had stated that Dan Boone had been in contact with him about the "old" gas station that is being purchased by Ron Trottier. Mr. Boone is unavailable to attend the public hearing on Tuesday September 18' 2012 for the property and wished to contact the Mayor to relay his concerns for the property's usage. He wants to verify that the property will not become a storage yard for unused boats. Trustee Youngs stated that Ron Trottier has also been in contact with planning board to find out if a sidewalk can be installed along the Broadway Street portion of the "old" gas station property. He was advised by the planning board to address the Village Board due to the fact that it is Village property. Also, the new owners of the "Company Store" have also been advised to attend a Village Board meeting for issues they have concerning the sidewalks and repairs to the sidewalk in front of the property so they can place tables and chairs for new business. Trustee Brennan asked about the Chavoustie fence installation. Trustee Golden informed her of the proper steps that have to be taken to receive a 6 foot fence and that the Chavoustie's completed all necessary permits to install fence and there was a public hearing and it went for review in front of the planning board. It was also discussed if Patrick Wiley was still a member of the planning board. Trustee Golden is going to contact Jeff Herpel on Mr. Wiley's status and the Board will proceed as needed once response is received.

For the Zoning department, the Mayor stated that Jeff Call's letter was received and that Mr. Call will hold regular office hours Tuesday's from 6:00PM to 8:00PM. The letter addressed that the Clerk is not to give Mr. Call's personal cell phone number out and to direct all calls to the zoning office line. Mayor Maloney told Mr. Call if he is unable to make it to a scheduled office hour, he needs to be in contact so that other arrangements can be made.

Mayor Maloney then spoke about the Water Filter Project. At this time the Department of Health's review of the comments has been addressed and resubmitted as revised to the Department of Health, DANC, Village and Rural Development. It is anticipated that the Department of Health will approve the resubmission within the next two weeks. The only hold up at this point could be with Marcy with USDA as she is backlogged. With her being backlogged, projects in the past have been approved to be put up for bid and work will begin pending her approval. The Mayor asked at that point if the Board would like to put the job up for bid. All Board members voted yes.

Returning to the water issues, Trustee Golden questioned whether the meters that have thought to be faulty are being monitored on a daily to semi-daily basis to see if they are consistent with the readings. Trustee Brennan questioned whether the DPW should be in contact with the meter company to see if they can come to evaluate the meters and tell us whether they are defective or not. Trustee Youngs also suggested that we contact the Williamson Law Book Water program contact to check for any glitches in the actual program or the meter reader. At this point, Trustee Putnam will be in contact with Thomas Kozlowski to see if they have seen any large increases in water usage through the main meter and if so that could indicate an issue. Trustee Youngs also stated that the board needs to address the commercial versus residential water rates. It was then discussed a new water policy needs to be implemented to ensure the bills for Water/Sewer are paid timely by all residents that use water and that the bills will no longer be allowed to accrue and be added to the yearly Village tax. The Clerk is to be in

contact with the Town of Cape Vincent for their current shut-off policy for reference at the upcoming work session and the Board already possesses copies of Alexandria Bay and Clayton's policies.

At this point, the Board set to have a work session on September 25, 2012 at 4:00 pm prior to the regular Board meeting. This work session is to discuss Water Shut-off Policy and Ethics Policy.

Trustee Youngs then stated that Mary Rupp, new Clerk/Treasurer is due for her three month probationary evaluation.

Trustee Golden then asked the Mayor for a status update on the Oswald sidewalks. He was informed that the budget needs to be reviewed to make certain the funds are available for this season.

Trustee Youngs attended the longer meeting and found it very informative.

There was no news on the East End Park, Breakwater and the Petzing property. Trustee Golden is to be in contact with attorney Gebos's office about the current status of the Petzing payment and request some follow-up information.

The Mayor then brought to the Board's attention that the Village will be in need of a new Water/Sewer treatment employee within the next two years to replace a retiring employee.

At 8:38 pm, Trustee Golden made the motion to adjourn the meeting with Trustee Youngs seconding it.

Respectively submitted,

Mary E. Rupp, Deputy Clerk/Treasurer