

December 10, 2024- Village of Cape Vincent Board of Trustees

Mayor Jerry Golden opened the meeting at 5:30 PM with Trustees Robert Ewing, Pamela Youngs and Christine Stark present. Newly elected Michael Chavoustie was excused. Mayor Golden welcomed the attendees and led in the Pledge of Allegiance.

Mayor Golden then opened the Organizational Meeting. Mayor Golden appointed Trustee Pamela Youngs to be the Deputy Mayor. Mayor Golden then stated that the Planning Board term for David Wiley has expired and he will be reappointed until 2029. The official newspaper will be the Watertown Daily Times as primary and also the Thousand Islands Sun as needed. The official bank will be the Gouverneur Savings and Loan. The meeting schedule will remain the second and fourth Tuesdays of each month at 5:30pm. Special meetings will be called by the Mayor and one Trustee or by two Board members. The Roberts Rules of Order will be followed for meeting procedures. The Treasurer may pay in advance of audit the health insurance premiums, freight and postage, public utility bills and loan payments. The mileage allowance will be set at \$0.67 per mile. All employees will be required to have prior approval to attend and be reimbursed for any schools or conferences. The tentative Budget hearing date will be April 8, 2025 and the next Organizational meeting will be held December 9, 2025. The office of the auditor position and alternates will be Trustee Stark and Youngs and Mayor Golden, respectively. The Trustees positions will be as follows:

- Trustee Stark to monitor Chamber and monitor special committees.
- Trustee Ewing to monitor youth commission and the Fire Dept.
- Mayor Golden to monitor police, DPW, water and sewer operations and all media.
- Trustee Youngs to address park and grant issues, LWRP and Development Committee (CVLDC)
- Trustee Chavoustie to monitor Zoning.

Trustee Stark made the motion to accept those set forth by the Mayor and seconded by Trustee Ewing and all voting yes.

The Board then reviewed the minutes of the November 12, 2024 regular Board meeting and Trustee Ewing made the motion to accept them as written with Trustee Stark seconding the motion and all voting yes.

The Board then reviewed Abstract 07 as follows:

General: \$ 42,874.21	Vouchers 4983-5006
Water: \$ 15,656.58	Vouchers 2419-2434
Sewer: \$ 23,236.87	Vouchers 2419-2434

Upon review of the abstract, Trustee Youngs made the motion to approve the payments of all vouchers with Trustee Stark seconding the motion and all voting yes. Mayor Golden then signed Abstract 07 and ordered the Clerk/Treasurer to pay the Abstract.

Attendee Delaney Aubertine and Tara Bach, from TILT, then addressed the Board. They would like to partner with the Village for the arbor day tree program. The program would plant 8-10 trees in the Village at the expense of TILT and would be planted by volunteers. The Board discussed and warmly welcomes the idea. The species of trees will be decided as to what species will have a positive impact on

the area. Trustee Stark also stated that she would ask the CVIL if they would like to volunteer in the planting.

Attendee Mary Farrell, Director of the CVLDC, then addressed the Board. She supplied a scoring matrix of RFP's that were received for the small project fund of the NYForward grant. There was a discussion and review. As a result, Trustee Stark made the motion to select Heritage Resources, LLC for the administration of the small project grant with Trustee Youngs seconding the motion and all voting yes. The discussion then turned to the EV Chargers proposals/grant. There was a lengthy discussion on timelines, costs and reimbursements. As a result, Mary Farrell will reach out to get more information for the Board and the Board will hold a special meeting, if necessary to meet any deadlines.

Dustin Cooley, DPW Superintendent, gave his report as follows:

- The tree is down at East End Park and the stump just needs to be removed.
- All the Christmas decorations are out.
- The leaf collection is complete and there are a few maintenance items on the leaf vac before next year.
- The crew is trimming trees.
- There is communication issues with the two of the DPW radio's. They have both been evaluated and cannot be fixed. There was a discussion and at a replacement cost of \$750.00, the Board feels that a replacement rate of 1-2 per year would be acceptable.
- Parking tickets: There have been several vehicles that are not abiding by the no overnight street parking from November 1 to April 1. After a discussion, Mayor Golden will reach out to OIC Cuddeback to see if he has an parking warning tickets.
- After a call with Homeland Security, at their recommendation, the water plant should have security cameras in place. Dustin got 2 quotes. The Board agreed that the quote from Doyle for \$3,310.60 would be acceptable.
- The F450 – 1-ton truck plow it at Burrville Power Equipment getting fixed today. Dustin also has quotes for new tires for the F250. Long-park Tire quote came in for 4 tires, mounting and balance at a price of \$671.60.
- A resident on Bay St. is having sewer issues with roots near the main. Dustin was at the site and the fernco is ripped. After discussing, the Village will replace our section and when the owners are ready, we will with them to hook to the main.
- The ambulance company has asked if the Village would plow out the back of the building on the lane. The Board agrees.
  - Trustee Stark inquired about the three trees at East End Park on the point. There was a discussion about the trees all being removed and it was agreed that the Village remove them over time, instead of all at once.
  - Trustee Stark then made the motion to approve the tires from Long-Park Tire with Trustee Youngs seconding the motion and all voting yes. Then Trustee Ewing made the motion to approve the security camera purchase from Doyle for the water plant with Trustee Youngs seconding the motion and all voting yes.
  - Mayor Golden then stated that he did the evaluation for employee Jay Gault and as a result, Mayor Golden made the motion to approve a \$0.50 raise for Mr. Gault with Trustee Youngs seconding the motion and all voting yes.

There was no Police Department report.

Mayor Golden then addressed the “old” business as follows:

- Lot on James St: No new information.
- REDI: The Village has received the last reimbursement check for \$177,445.50. The grant account now has roughly \$178,000.00. The Board discussed and Trustee Stark made a motion to allow Clerk/Treasurer Rupp to establish a 6-month CD with \$150,000.00 with Trustee Ewing seconding the motion and all voting yes.
- Zoning: Mayor Golden had a meeting with ZEO Higgins, as the Village looks to get back to an hourly pay rate and office hours in the Village offices. Mayor Golden will follow up with him.
- Chamber/French Festival: Trustee Stark updated the Board that she has spoken to Chris Singleton from Jefferson County and a mass gathering permit is not necessary for the upcoming French Festival. Trustee Stark plans to follow up with Joe Plummer and the committee will still have to submit the DOT permit. Trustee Stark also plans to attend the upcoming Chamber meeting. Mayor Golden stated that the Chamber has not signed up to attend the upcoming Sportman’s Expo in Syracuse that takes place at the end of January. Trustee Stark will address this concern at the Chamber meeting. Trustee Stark also spoke about the event promoter position that is being created. There was a brief discussion about the job description, who they would report to, and the need for an IMA with the Town, if they agree to the concept. Trustee Stark will continue to work on this and will report back to the Board.
- CVLDC: There was a discussion on the Club St. project and Trustee Youngs stated that there is a PAC meeting on Thursday at 5:00pm at the Community House. There is a public hearing for the Planning Board about the Club Street project on December 17, at 7:00pm and Trustee Youngs plans to attend.
- Fire Dept/Youth Commission: Trustee Ewing has no update.
- Horne’s Ferry: No updates.
- NYForward: Nothing new to update. The DOT sidewalk plan has been released and the streetscape area is included. The Board will need to let the DOT know the status of the NYForward by April so they can adjust the drawings. Mayor Golden will reach out the Kylie Peck for any new updates on status.

At 7:13pm, Trustee Stark made the motion to adjourn the meeting with Trustee Ewing seconding the motion and all voting yes.

Respectively submitted,

Mary E. Rupp, Clerk/Treasurer