**Village Of Chaumont**

**Minutes of the Monthly Meeting of the Board of Trustees**

**February 15, 2022**

**6:30 PM**

**Location of Meeting:**

Village Office

12175 State Route 12E

Chaumont, New York 13622

**Present at Meeting:** Valerie Rust, James Morrow, Michael Nichols, Jose Sosa, Dori-Ann Froelich, Karen Fitzgerald, Erin Fulton

The regular meeting of the Board of Trustees of the Village of Chaumont was called to order at 6:30 PM on February 15, 2022 at Village Office by Mayor Valerie Rust.

**I. Privilege of the Floor**

Mayor Rust began the meeting with the Pledge of Allegiance. There was no Privilege of the Floor.

**II. DPW Updates/Position**

The DPW truck is fixed. It does need an alignment and steering rod put on. Al’s going to take it in for these services. The recycling trailer will be all ready for next week, they just have to finish painting it. Trevor started working on the February 7th.

**III. 2021 Revised Land Development Code/Zoning Map**

Clerk Fitzgerald informed the Board that the Land Development Code, which had been approved by the Board of Trustees in December, missed the filing deadline of 15 days after resolution. The Clerk’s office is bringing it back to the attention of the Board to put it in the minutes so we can legally re-file for February.

**IV. Resident Letter: LIHWAP**

Mayor Rust approves the wording in our Low-Income Housing Water Assistance Program letter. It tells residents all about the program, the steps they need to take to get into the program, and what will happen if not. Clerk Fitzgerald stated that there are about 40 delinquent accounts who will receive this letter. She doesn’t want to shut off water when residents may qualify for help. We will be going back to pre-Covid laws soon and that will be made clear in the letter as well. Mayor Rust will send Clerk Fitzgerald a section of the water and sewer use law that talks about delinquent bills and steps to take.

**V. Village Clerk Appointment / Deputy Clerk Appointment**

Mayor Rust said she would accept a motion to appoint Erin Fulton as the new full-time Village Clerk/Treasurer. Trustee Nichols made a motion and Deputy Mayor Morrow seconded. Trusty Froelich made a motion that Karen Fitzgerald be appointed to part-time Deputy Clerk. This was seconded by Trustee Sosa.

**VI. WWTP RBC Insurance Claim**

The Clerk’s office provided Mayor Rust with RBC insurance claim info as well as info from Koester, and McNish’s inspection report with new quote. The Mayor gathered all information together with a timeline summary. In January 2018, the WWTP was inspected by DEC with glowing colors and it wasn’t much longer after that Mayor Rust received a phone call from Greg Ingerson with news of malfunction. Koester came in April 2018. While DEC had looked at operations, they [Koester] came because something came flying out of the top of the RBC. Deputy Clerk Fitzgerald reached out to Mike Gillette from Fuller Insurance and put him on notice back in the fall when issues started again, and then after the last Board meeting in January, officially told him we wanted to submit a claim. He sent it out to “Julie” at Gladfelter. When Gladfelter started delving into what was going on, they said it shouldn’t be a claim through their policy, but rather classified as an “equipment breakdown.” Currently, the Village’s claim is being handed over to Hartford (the equipment breakdown portion). When Deputy Fitzgerald received this update from Mike Gillette at Fuller Insurance, he also mentioned that Julie from Gladfelter gave him the indication that she questions if we have a legitimate claim at all. The concern lies with the McNish inspection, which claims the DPW may not have been using the correct oil on the RBC/not oiling enough. Mayor Rust believes this could point to Koester, and she will look further into it. The McNish report also claims that a part was never installed properly, and kept breaking/needing chains replaced. Mayor Rust will also have a conversation with Greg Ingerson to see who plant operators have been trained by (she believes it was DANC). Although they asked for months, they were never given an equipment manual.

**VII. Motion to Approve Abstract #9 of 2021/2022**

Deputy Clerk Fitzgerald and Mayor Rust discussed the Village’s current accounting software [Williamson Law Books] and their diminishing customer service levels. Kristy O’Shaughnessy, Carthage’s Village Clerk, who uses another accounting program which is fully comprehensive, shared their pricing with the Village of Chaumont - $27,000. The consensus from most village clerks from other Jefferson County municipalities is that they use Williamson Law Books. Tech support for this is about $1300 annually. Clerk Fulton and Deputy Clerk Fitzgerald will call remaining clerks to determine what is currently being used and if they make their annual report with their software.

Deputy Clerk Fitzgerald noted that the Village Office sent $360,000 to DOT for the River Crossing Project and the balance of the long-term financing payout was sent to EFC to reduce our debt.

Upon a motion by Deputy Mayor Morrow, seconded by Trustee Sosa and unanimously passed, it was resolved to approve payment for Abstract #9 of the February 15, 2022 Regular Board Meeting in the amounts of $8,072.37 General Fund [Vouchers 1549-1565], $4987.89 Water Fund [Vouchers 459-464], $3391.35 Sewer Fund [Vouchers 762-767], $1775.17 Trust and Agency Fund [Voucher 95], and $668,701.34 River Crossing Fund [Vouchers 53-58].

**VIII. Motion to Approve Minutes of January 18, 2022 Board Meeting**

Deputy Mayor Morrow made a motion to approve Minutes of January 18, 2022 Board Meeting and Trustee Froelich seconded.

**IX. Water/Sewer Report**

Bayview had a very unusual reading when Bill Scarpici went down early and picked up a current usage of 200,000 gallons. As the Board President of Bayview, Deputy Clerk Fitzgerald heard that a toilet had been running since a resident went to Florida several weeks ago. Mayor Rust said we could look into how we could help them, but being metered, the bill will ultimately be their responsibility. Deputy Clerk Fitzgerald stated they typically use between 80-120,000 gallons. She will find out more and report back in March.

An incident at 11288 NYS RTE 12E was brought to the attention of the Village Clerk’s office regarding their grinder pump. Mayor Rust made a recommendation that all properties with grinder pump agreements should be reviewed to determine necessary documentation is in place.

Ashley Mason at Tender Touch Massage had her sewer line jetted at least twice in the past few months. It is possible that there is some kind of blockage as she shares a sewer line with Tico’s, with possibility of a grease trap issue. Perhaps Gleason’s can come in the spring and inspect for issues with grinder, or if it is the grease trap, does it need to be cleaned out more often?

Paul Norton stopped into the Village Office requesting reimbursement for a bill he paid to have a frozen sewer line fixed >100 feet from his house. Mayor Rust looked on the GIS website to see where lines run, and also will be researching to determine when West Ave. came off Village responsibility (does it belong to Village or resident?) Deputy Clerk Fitzgerald stated that residents are responsible for anything up to the clean-out, and the Village is responsible for anything after it, and with this frozen sewer line being 100 ft. out, she believes it falls under our jurisdiction. The Board agreed to cover this expense. She also informed the board that the in-line heating unit we have been waiting on for Norton’s property has been delivered to the Town Barn (on February 3) and signed for by Reggie Wright. Mayor Rust will call Al to set up a time to install.

**X. Treasurer’s Report**

Clerk Fulton presented Treasurer’s Report as follows:





**XI. Old Business**

There was no old business to discuss.

**XII. New Business**

There was no new business to discuss.

**XIII. Correspondence**

Clerk Fulton presented monthly correspondence. While the annual Tug Hill conference is usually held at JCC with an attendance fee of $35, this year it will be held at Turning Stone with a $75 fee. The members of the Village Board of Trustees, Village Planning Board, and Village Zoning Board are supposed to have 3 hours of training every year. While the Board agreed to forego covering conference expenses this year, Board members are welcome to attend of their own volition/financial means.

Clerk Fulton requested that the Village’s Stat Communications [Doyle] bill for sewer alarms go into “pre-pay” utility status, making them eligible for payment before the monthly Board meeting, and it was unanimously approved.

Gary Delosh and Perry Golden have both submitted letters to the Village Office to formally announce their bid for Jefferson County sheriff and request support.

The Village of Chaumont’s annual NYCOM dues will be paid this month.

Deputy Clerk Fitzgerald proposed a premises agreement for a resident who has requested the use of the beach for yoga classes in the summer. The Board of Trustees agreed that it would be a great use of the space as it’s always good when more people use the beach. Mayor Rust wants her to be successful and give her options to make it work for her small business – either with a small monthly fee or by the week – or something prorated that she feels is fair. Deputy Clerk Fitzgerald suggested $1 per person that she could just add to the fee she charges her yoga attendees, that way she is only paying for business she actually has. The Board unanimously agreed that this decision was fair. They would have use of the beach, and they can utilize the facilities – but work around the Summer Recreation program. Mayor Rust stated she will also talk to Stephanie and the guards as she doesn’t believe the beach brought in much revenue last year and wants to be sure the guards are accurately charging.

**XIV. Mayor’s Report/Committee Report**

Mayor Rust requested Lyme Watershed be classified as 1.5 EDU, and Deputy Clerk Fitzgerald said she would update.

Mayor Rust said many things on her report were already discussed (ie. Solar PILOT and items in the Water/Sewer report), but she wanted the minutes to show that we repaired frozen waterlines at the Presbyterian Church and at Linda Carney’s with Bach & Co. The Board also discussed Jason Rodriguez and the Snowmobile Club. Mr. Rodriguez had allegedly removed the trail markers on the edge of his property, and while the stakes that mark the snowmobile trail may be an eyesore, they do prevent snowmobiles from driving through the middle of residents’ yards, and are very strategically placed. Even with the markers, the snowmobile club unfortunately can’t guarantee that no one will ever drive through a yard as not everyone is part of the association. Most recently, Mr. Rodriguez and a spokesperson for Troy Beach were able to talk and their issues seem to be resolved.

Mayor Rust proposed new office hours and the Board agreed to change business open hours (open to the Public) between 8 AM–5 PM on Monday, Tuesday, and Thursday.

Village Office will be closed on Fridays. These new hours will coincide with the Town of Lyme’s office hours.

Mayor Rust brought up her desire to bring back spring clean-up, but she believes it is too abused to be sustainable with our DPW staff. Trustee Sosa suggested a tag for residents, and Deputy Clerk Fitzgerald suggested only advertising on the back of water bills. Mayor Rust said we can discuss it further because she wants to bring it back for next year.

For his Committee Report, Deputy Mayor Morrow stated he attended the Regional Waterline Meeting in Cape Vincent. An attendee at that meeting wanted to look at current allocated gallons per municipality and payments to DANC, as some municipalities have expanded and the payments may not be fair to everyone, like Brownville and part of Dexter who use some of their own water. Because of this suggestion, DANC is going to evaluate and update water usage. Mayor Rust said we should not be concerned with higher payments as our Village has been consistently below our allocated usage for the past 3 years.

There was no Committee Report from Trustee Nichols. There was no Youth Commission meeting, so no report from Trustee Sosa. The Planning Board did not meet in February, so no Committee Report from Trustee Froelich.

**XV. Resolution Negative Declaration (SEQR) for RPTL 487**

 **Resolution No. 31**

The Negative Declaration (SEQR) for NY RPTL 487 was offered by Deputy Mayor James Morrow and seconded by Board Member, Michael Nichols, and upon roll call vote of the Board was duly adopted as follows:

Valerie Rust, Mayor: YES

James Morrow, Deputy Mayor: YES

Dori-Ann Froelich, Trustee: YES

Jose Sosa, Trustee: YES

Michael Nichols, Trustee: YES

 **Resolution No. 31 ADOPTED.**

**XVI. Motion to Adjourn Meeting**

The meeting was adjourned at 7:29 PM by Deputy Mayor Morrow, and seconded by Trustee Nichols.

Respectfully Submitted

Erin Fulton

Erin Fulton

Village Clerk/Treasurer