

Village Of Chaumont
Minutes of the Monthly Meeting of the Board of Trustees
June 21, 2022
6:30 PM

Location of Meeting:

Village Office
12175 State Route 12E
Chaumont, New York 13622

Present at Meeting: James Morrow, Michael Nichols, Jose Sosa, Dori-Ann Froelich, Karen Fitzgerald, Erin Fulton, Patricia Reome, & Karen Strife

The regular meeting of the Board of Trustees of the Village of Chaumont was called to order at 6:20 PM on June 21, 2022, at the Village Office by Deputy Mayor James Morrow.

I. Privilege of the Floor

Deputy Mayor Morrow began the meeting with the Pledge of Allegiance. Privilege of the Floor was given to Karen Strife, President of the Watertown Lions Club, and Patricia Reome, local resident, consecutively.

Karen Strife presented her proposal of a Cardboard Boat Race to benefit the Watertown Lions Club and the Town of Lyme Food Pantry. She asked that the Village of Chaumont grant a request to hold their event at Bicentennial Park or the public beach. A Certificate of Insurance naming the Village of Chaumont as additionally insured will be provided. The event would be held on Saturday, August 27, 2022. The plan is to have the event open to teams who would build their boat using cardboard and tape. Teams can design their boats anyway they wish. Teams will be encouraged to solicit sponsorship from individuals and businesses. Prizes will be given for three categories: fastest boat, best in show, and who raised the most funds. Currently, there are (4) teams registered, and the Lions Club is hopeful for many more. Mrs. Strife provided documentation to the Board which highlighted boat regulations, race rules, and race procedures. Holding the event in the Village of Chaumont would assist in foot traffic, benefitting both local shops and restaurants on the day of the race. This event would promote the community atmosphere that the Village has to offer while also assisting the Watertown Lions Club with making sure they are able to continue our services. These services included, but are not limited to, improving the quality of life for those who are visually impaired, providing eye screening to children in order to catch early eye disease, and providing financial assistance for visual medical necessities and hardship obtaining eyewear.

The Lions Club had originally intended to hold the event Memorial Day weekend in Sackets Harbor, but it proved to be too early. If they can get it off the ground this year, they would prefer to do it again in conjunction with a Village of Chaumont community event in following years. Deputy Clerk Fitzgerald suggested the annual Community Days in Chaumont.

The Board discussed the event being held at the Bicentennial Park, and Deputy Mayor Morrow questioned parking. This could be an issue with a large crowd, as there may not be enough parking at the Beach and along the one side of Bayview Drive. Parking at the Fire Hall was considered, with Deputy Clerk Fitzgerald offering to ask permission of the Fire Department to use their parking lot for event parking.

The Board requested Mrs. Strife send her certificate of insurance to the Village Office to be forwarded on to our insurance agent at Fuller Insurance for inspection and approval. Contingent on the Village of Chaumont's insurance agency's approval, and parking permission by the Chaumont Fire Department, the Board of Trustees unanimously approved the event.

Patricia Reome brought (2) concerns before the town board, as follows: the missing American flag at Memorial Park. She asked if this was the Village of Chaumont's responsibility and was assured that it is. It was discovered that the flag had been removed as it was in need of serious repair. Mrs. Reome stated that she is willing to perform all Village flag repairs going forward. Deputy Mayor Morrow asked the Village Clerk to contact the DPW to purchase a new flag and have it hoisted at Memorial Park as soon as possible. Clerk Fulton said she would ensure it was done.

Mrs. Reome talked to someone at Cozzi & Company Monuments about the restoration of the lettering on the stones at Memorial Park – perhaps they could repair the lettering, or they could train the Village DPW in the technique. An anonymous donor has informed Mrs. Reome that they will contribute \$500.00 to the refurbishment of these monuments, as the lettering can hardly be read in its current condition. Deputy Mayor Morrow said that if Mrs. Reome can find out an estimate for the lettering renovation and let the Board know, they will consider moving forward with the donation and using volunteers for the cleaning, painting, protection, and sealant work. If the donation would cover supplies, and volunteers would cover the labor, this could be a possibility. Many Trustees offered to volunteer their time and labor for this project.

II. DPW Updates

Trustee Froelich informed the Board of a complaint by Jimmy Price regarding the state of various signs throughout the Village of Chaumont. The Board agreed many of the signs need to be fixed, repositioned, and nameplates ordered. Trustee Nichols specifically brought up a stop sign at Circle Drive. He said he and Deputy Mayor Morrow will discuss the signs with the DPW team. The signs on Academy and Washington Streets need a lot of work as well. Trustee Nichols brought up a list of issues throughout the Village of Chaumont that he has discussed for the past three meetings. He did notice that the trees at the tennis courts had been removed, but many signs he has already mentioned are still crooked, and the "No Parking" signs at Bayview are faded and need to be ordered. Signs on Mallard Drive and also at the entrance of the beach need to be attended to. Clerk Fulton said she will follow up with Greg Ingerson to ensure that this is on the DPW's project list: to take an inventory of village signs and determine which need to be fixed and which one's need to be ordered. Deputy Mayor Morrow said it needs to be moved up on the priority list. He will take a ride around the Village of Chaumont on Thursday and see if Greg would like to go with him. Trustee Nichols brought up the telephone pole on the extension of Washington Street going down toward the cemetery. It is bent and looks as though it could fall over as well. Trustee Froelich cited the potholes on Park Drive and Water Street. Jean O'Neill wrote an email to the Village Office regarding Park Drive, as well. The previous patches have eroded and it is hazardous. Clerk Fulton informed the Board of Trustees that we are currently in possession of a quote from Suit-Kote to pave a portion of Park Drive, but unfortunately, we will not be able to pave or resurface Water Street until the Bridge Replacement project is complete as the DOT will be digging up a portion of Water Street to construct a catch basin during their construction. More will be covered on this in the Mayor's report later in the meeting.

III. Motion to Approve Abstract #1 of 2022/2023

Clerk Fulton notified the Board of Trustees that the Village of Chaumont's first interest payment of their USDA Rural Development loan will be due next month in the amount of \$3,717.50. Trustee Nichols made a motion to approve Abstract #1 of 2022/2023 and Trustee Sosa seconded.

received by phone and email at the Village Clerk's office regarding 12234 NYS Route 12E in the last month. Officer Millington has since returned to the premises and gave a verbal itemization of what must be done to avoid penalty. All code infractions found in front of the garage (ie. vending machine, old chicken coop, etc.) must be removed within one month of warning on June 16th. The Board discussed possibly making a local law to put Code Enforcement fines on property taxes if they remain unpaid. Mr. Millington may be limited in his authority due to the non-descriptive detail of our codes. Trustee Sosa said we may want to look into property maintenance laws further. It was agreed upon by the Board that Officer Millington has to be timely and resolute in his follow-through and must report his actions back to the Board of Trustees. There has been no change at 11871 NYS Route 12E, and no official update on 27651 Water Street.

Joseph Chavoustie, founder and former President of Bay View Housing Corp., is requesting to connect the housing sidewalk with the sidewalk at the bridge during the upcoming DOT bridge replacement project. His request was briefly discussed during the Board of Trustees Meeting in May, but Clerk Fulton followed up with an email she received from Mr. Chavoustie on May 31, 2022. He is concerned with the safety of the residents who use NYS Route 12E as a sidewalk, and the hazard that exists with no sidewalk connection from the housing to the bridge. This affects all twenty-one apartments at Bayview. She let him know of the delay in construction schedule for the bridge replacement project and that she would print his request and bring it before the Board of Trustees at this meeting. While this endeavor would be in the NYS right-of-way, Mr. Chavoustie is requesting an endorsement letter from the Board to the DOT to add this into their construction plans, as he believes municipal input would weigh heavily.

Joan O'Brien stopped into the Village Office to bring attention to her road and where it feeds into her driveway. It is all cracked and broken due to plows, garbage trucks, and recycling trailers turning around in her driveway. She is requesting the DPW make a repair on the "lip" of the road into her driveway and discontinue turning around there. This could prove to be difficult as it is a dead-end road and there are other residents who need trash and recycling pickup. A discussion will be had with the DPW on how to move forward. Mayor Rust sent DPW Supervisor Greg Ingerson over to assess the area today and have Al Netto perform the necessary repairs as soon as possible.

VIII. New Business

Clerk Fulton informed the Board of Trustees that Mayor Rust would like to bench the Personnel Policy discussion at this time.

Deputy Clerk Fitzgerald notified the Board of several resident complaints regarding Water Street. There are multiple zoning violations along the street, with high grass being of utmost concern. We will be sending the Village's Zoning & Code Enforcement Officer to issue warnings where necessary.

In response to an email by a concerned village resident, the Board of Trustees reviewed the Town of Lyme's Short Term Rental Unit Law for this meeting to determine if the Village of Chaumont should adopt any regulations in regard to Air BNB and Bed & Breakfast ventures, which currently do not require site plan review in the Village of Chaumont. It was unanimously agreed that the Village Planning Board should begin to draft a Short Term Rental Unit Law and application, using the Town's outline, for review at an upcoming Board of Trustees meeting.

Deputy Clerk Fitzgerald brought up a request by Garth Thompson, who is looking to purchase water from the Village of Chaumont's water line for commercial use to fill a local swimming pool. It would either be a one-time occurrence, or more regularly depending on Board approval. Deputy Clerk Fitzgerald gave authorization for the first time, as we have approved it before at \$7.00 per

1000 gallons but wanted to ask the Board what the vendor charge should be going forward. Mr. Thompson has access to the water meter at the Town Barn, but this option isn't available to others. According to Deputy Clerk Fitzgerald, various vendors have asked in the past, but according to former DPW employee John Duvall, there is no way to reliably and consistently meter these withdrawals. Deputy Mayor Morrow said we can't do it for one if not for all, but the Board could look into possibly purchasing a card reader, or a key, etc., for vendor use. We would need a special machine and valve size. The authorization for Mr. Thompson (and other vendors) to continue to do this was put on hold for now, until the Board can determine if there is a way to officially track the usage.

IX. Correspondence

Clerk Fulton presented monthly correspondence:

The Department of Public Service has begun a Summer Campaign to provide consumers with information that will raise awareness of upcoming supply prices and the impact to their bills, provide ways to reduce their energy consumption, and help them manage their energy usage. www.dps.ny.gov/summer

Excellus BlueCross BlueShield is filing a request with the New York State DFS to approve a change to our group premium rates for 2023. If approved, the percentage change to our group's premium is 14.39%

The Electric Service Proposal for the removal of the pole at the intersection of Church Street and NYS Route 12E by National Grid was accepted, paid for, and scheduled

Clerk Fulton filed an extension request for the Village of Chaumont's annual financial report with the State Comptroller's office and it was approved with a new deadline of October 1, 2022

Eastern Shore Associates Insurance Company wrote a letter requesting an opportunity to discuss their services. In light of the untimely and tragic passing of the Village of Chaumont's insurance agent, Mike Gillette, Clerk Fulton was wary of the protocol with this, but brought their request before the Board

The Village Clerk's office staff and DPW staff attended a workplace training by the Jefferson County Department of Human Resources hosted at the Village of Chaumont office in May

Clerk Fulton presented the Annual Drinking Water Quality Report for 2021 which can also be found on the village website at www.villageofchaumont.com

The DOT renewed their Emergency Shared Service Agreement with the Village of Chaumont

Slack Chemical Company is increasing the price of Sodium Hypochlorite 15% to \$4.10/gallon

Double A Roofing sent a brochure and offered a complimentary inspection of our roof, with an estimate of necessary repairs or replacement included at no charge

X. Mayor's Report/Committee Reports

Deputy Clerk Fitzgerald brought up the concert series at Bicentennial Park, and although she was unable to attend the first event, complimented the Village DPW team as the beach and picnic area

looks very clean and well-prepared. Trustee Sosa reported that the soccer program with the Youth Commission is underway. Baseball is currently in the playoffs, and Jennifer Sosa will be wrapping up her T-Ball season next week.

Deputy Mayor Morrow presented the Mayor's Report in Mayor Rust's absence. While there are no updates on the Bridge Replacement project, Mayor Rust will be getting a rough estimate this month on how much the Water Street Paving Project will cost. This includes, but is not limited to, engineering fees, rock removal, drainage work (tied into the catch basin), and finishing with the resurfacing project.

Ellen Oliver will be taking over Stephane Doney's position as head lifeguard this season and will be in charge of scheduling, timesheets, and contacting the office for any beach needs. Mayor Rust requested that Clerk Fulton please match Ms. Oliver's pay rate to Mrs. Doney's rate for this position. She also requested the office ensure the beach safety plan is updated and posted, as well as set up a petty cash box for the beach fees. Other items of importance include turning the beach phone on, ordering a new first aid kit, printing out timecards for the guards, and help our new beach director in her role. DPW needs to be made aware of all scheduled events so that the grounds can be mowed and cleaned up. There will not be any Summer Recreation field trips scheduled this year, so the beach will be utilized a lot more by program participants. Porta-potties must be cleaned and maintained regularly. Clerk Fulton assured the Board that all of these requests have been completed or are currently in motion. Town Highway Superintendent Pat Weston and Village DPW Supervisor Greg Ingerson inspected the playground equipment last week and there's some rust and damage. Deputy Clerk Fitzgerald said she talked to Al Netto from the DPW and he informed her it may need to be scrapped. Trustee Sosa agreed that it is very rough.

Darlington Equipment inspected the WWTP's RBC a couple of weeks ago, but still have not returned to start repairs. Greg Ingerson is overseeing this in conjunction with Pat from P&T. Unfortunately, Pat is currently dealing with an illness, so things have been a little slower. Our sand filters are being overworked to the point of "critical," and this repair needs to happen sooner than later.

While Mayor Rust received information from Brian Staie regarding forms and the resolution that would need to be done before Wilson Lane's acceptance onto the highway inventory, it was since discovered that Wilson Lane is considered a parcel owned by the Town of Lyme. Mayor Rust did some further research and found that this may become problematic. These types of streets are referred to as "paper streets." As they aren't official roadways, they have not been constructed to required specifications. Since this area is Town of Lyme property accessing Village of Chaumont residential properties, we will need to pursue this legally and get everything straightened out for the benefit of all.

Mayor Rust will be doing some research to get an estimate of the total project cost for Church Street's repairs. The Town will be undertaking the street widening and paving which will be a tremendous help. Material costs such as paving materials, concrete for sidewalk replacement, and curbing will need to be estimated, as well as an outside contract for sidewalk and curb work. We will use the balance of money left from our water improvement project funds to repair the waterline on Church Street, as well. The plan is to loop the main to Rte. 12E in front of the church and end it at the corner of Church Street and Park Drive. It will be capped there to solve the current freezing issues during the winter months. We will need to coordinate these two Church Street projects to ensure continuity. JL Excavation may be available to help with this project if EFC approves.

Mayor Rust will be placing a call to Ed Valentine to discuss the corner property across from the 7-Eleven. There were also multiple trash complaints at the Morris Tract field. Clerk Fulton was

able to discuss this with Town Supervisor Terry Countryman, as the Morris Tract field falls under Town of Lyme jurisdiction. He told her that the Parks & Rec committee removed the trash cans at Morris Tract Field. As they are the ones who usually clean up and maintain the grounds, they put up "carry in, carry out" signs and removed the garbage receptacles a couple of weeks ago. He agreed that this may have been a mistake as we have had many resident complaints (as well as many helpful locals who have spent their personal time over there picking up all the trash left behind after games and events). Clerk Fulton notified Supervisor Countryman that the Village of Chaumont DPW takes the trash out of there weekly as a shared service, and he believes that the cans should indeed still be in place if that's the case. He told Clerk Fulton that he will follow up with the P+R committee to have the trash cans reinstated. She will make sure the Village DPW crew adds it back into their schedule to remove trash from the field on a weekly basis. Trustee Nichols believes the Town of Lyme provides the trash bags for these receptacles at the field.

The Village DPW will be pressure-washing the pavers at Memorial Drive Park and cleaning up the area this week. Dawn, the vendor discussed in our last Board Meeting, should be calling into the office to talk to Clerk Fulton within the next few days. The Village Clerk's office will need to document the dates that the vendor will be set up at this location (starting date to ending date is acceptable) and get a copy of her DOH certificate.

Regarding the tennis courts, Mayor Rust has been in contact with Bob Okie for the last couple months, and they were able to discuss the project in detail last week. He informed her that the project is a little overwhelming due to the deterioration of the courts. He has suggested a complete surface clean and removal of the old poles before he sets the new boundaries, squares up the corners, and levels out the low spots. Then, a small blacktop company would come in and place 2" of type 7 asphalt down, and Bob would finish up by lining the courts. Greg Ingerson is contacting some blacktop plants now to see how much the asphalt job would cost, and Mayor Rust will follow up with Bob after that so he can add his quote for a final estimate.

Greg Ingerson is handling the old Milk Plant / Petroski's building. He will be contacting Travis for installation of equipment to enable us to hook up a water meter, and tie into the waterline that feeds the building. Mrs. Petroski will sign an outside water user agreement, and billing will start with the next billing cycle.

XI. Motion to Adjourn Meeting

The meeting was adjourned at 8:18 PM by Trustee Nichols and seconded by Trustee Froelich.

Respectfully Submitted,

Erin Fulton

Erin Fulton
Village Clerk/Treasurer