Village Of Chaumont Minutes of the Monthly Meeting of the Board of Trustees November 15, 2022

Location of Meeting:

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

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

The regular monthly meeting of the Board of Trustees of the Village of Chaumont was called to order at 6:32 PM on November 15, 2022 at the 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 Update

Clerk Fulton presented quotes to the Board of Trustees for a new Open Channel Flow Meter at the Wastewater Treatment Facility. With the Village's current model rendered obsolete, purchasing applicable paper and ink ribbon is proving to be very difficult. The Board decided to table their decision on this purchase until further discussion with DPW Supervisor Greg Ingerson.

Mayor Rust shared a report from BCA Architects & Engineers, who performed an inspection of the sand filters at the Wastewater Treatment Facility in September at the request of the Village of Chaumont. It was determined that the sand filters are not nearing a state of failure, and with routine maintenance they will continue to provide adequate seasonal, tertiary treatment per their design parameters for the foreseeable future. It is recommended that Greg Ingerson reach out to recommended contacts for specific filter sand after reading current DEC regulations provided with BCA's report.

III. Motion to Approve Abstract #6 of 2022/2023

Mayor Rust made a motion to approve Abstract #6 of 2022/2023 and Trustee Froelich seconded the motion.

IV. Motion to Approve Minutes of the October 18, 2022 Board Meeting

Mayor Rust questioned the tree removal from the Chaumont Fire Department found in last month's minutes. Trustee Sosa made a motion to approve the minutes of the October 18, 2022 Board Meeting and Trustee Nichols seconded.

V. Water/Sewer Report

Clerk Fulton presented an issue to the Board on behalf of Mark Morina, Chaumont Bay Marina. During the last water billing cycle, a water leak was brought to Mr. Morina's attention, resulting in a usage rate of 99,000 gallons over a 2-month period and a bill of \$1,384.68. It was determined that the leak went into the ground from a broken pipe that leads out to the marina's campground. Because Mr. Morina requested financial leniency, the Board agreed to waive the sewer usage fee for 75,000 gallons of this leak, as the water did not go through the septic system. This will credit \$450.00 back to the account, and the balance can be paid off in

monthly installments. The Board would also like Greg Ingerson to inspect the water and sewer functionality at the marina to ensure we are charging the correct number of EDUs based on bathrooms and pump-out stations.

Deputy Clerk Fitzgerald and Clerk Fulton presented delinquent water & sewer accounts to the Board. There are currently thirty-one (31) accounts with aged balances totaling \$23,687.77. Mayor Rust asked Karen Fitzgerald to pull up the most current water use law. It was determined by the Board to send out shut-off notices to delinquent accounts by the first week of December. Clerk Fulton was instructed to send out certified letters requesting response by December 15th, with subsequent shut-off for nonresponse by December 30th. Delinquent accounts will have (3) courses of action to bring their accounts back to good standing: 1) payment in full, 2) proof of LIHWAP (Low Income Housing Water Assistance Program) application and approval, 3) a signed contract payment plan to bring the balance to \$0.00 by February. Deputy Clerk Fitzgerald brought up a resident who ran up a large water bill as a renter, never paid their balance, and is now confirmed to be renting/living in a new village residence and has yet to pay the bill. Mayor Rust explained that ultimately, these bills are landlord responsibility – as nonpayment will eventually be relevied onto property taxes. It is the clerks' duty to ensure that property owners are aware of the village's water use law and their responsibility to this agreement.

Clerk Fulton informed the Board of a glitch at Eric Countryman's, the Crescent Yacht Club, and Joe Bearup's marina. The water meters (which are removed each fall and reinstalled each spring when the water is turned back on) had been installed backwards at these properties, causing a reverse water reading all summer long. As this translated to a negative usage, none of these accounts were charged accurately. While Clerk Fulton was able to fix the charges, the large end-of-season bills put a burden on these property owners. The Board decided that in the future, only official Village of Chaumont DPW employees are permitted to install and remove water meters to prevent this mistake from happening again. Mayor Rust requested that Clerk Fulton also be diligent in charging shutoff and turn-on fees, as well.

VI. Treasurer's Report

RECEIPTS															
YR ENDING		May 31, 2023													
	REAL PROP TAXES	LIEU OF TAXES	PENINTEREST	SALES TAX CO.	GROSS UTILITY TAX	FRANCHISE FEE	CLERK FEES	REGISTRAR FEES	BLDG/PERMIT	UNCLASSIFIED	BEACH	STATE AID	STATE AID MORT	CHIPS	TOTAL
	A1001	A1081	A1090	A1120	A1130	A1170	A1255	A1603	A2555	A2770	A7140	A3001	A3005	A3501	
	2720.02		200.40		0.01			10.00	73.00	214.84					3218.27
	3171.97		255.76		0.04				10.00	500.00					3937.77
					16.40										16.40
					2.02										2.02
					0.01										0.01
					18.69										18.69
					0.26										0.26
					29.73										29.73
															0.00
															0.00
															0.00
															0.00
															0.00
															0.00
															0.00
TOTAL	5891.99	0.00	456.16	0.00	67.16	0.00	0.00	10.00	83.00	714.84	0.00	0.00	0.00	0.00	7223.15
BUDGET															
					Google			Zegarelli	Jackson	Mike & Karen					
					Locus				Cuthbert Fence	Al Strasser [Donation				
					TWC										
					MCI										
					Google										
					TWC										
					Dish										
					Tax Connex										

METERED WATER	O&M AND DCC	UNMETERED WATER	INT AND PEN	WATER METER FEES	SERV CONNECTION	RET CK	TOTAL	USAGE FEE SEWER RENT	DEBT SER	INT AND PENALTY	O&m AND CONNECTION	TOTAL
F2140-1	F2140-2	F2142	F2148	F2144	F2145	FEES	WATER	G2120	G2122	G2128	G2770	WASTE
175.00	70.67						245.67	95.33	158.01		135.00	388.34
5,678.20	1,601.75		10.00				7289.95	3,918.92	4,227.74	10.00	3,127.89	11284.55
5,974.42	1,523.27		25.00				7522.69	2,156.79	4,081.88	25.00	2,794.32	9057.99
399.58	110.00		5.00				514.58	372.00	243.31	5.00	268.21	888.52
674.06	140.00		15.00				829.06	656.00	368.61	15.00	260.00	1299.61
3,432.06	806.09		38.66				4276.81	2,203.68	2,401.50	38.67	1,505.00	6148.85
1,067.06	280.00		30.00				1377.06	724.00	951.05	30.00	566.27	2271.32
225.82	62.67		5.00				293.49	210.00	182.62	5.00	140.76	538.38
317.74	140.00		15.00				472.74	193.00	316.02	15.00	249.60	773.62
							0.00					0.00
							0.00					0.00
							0.00					0.00
							0.00					0.00
							0.00					0.00
							0.00					0.00
17943.94	4734.45	0.00	143.66	0.00	0.00	0.00	22822.05	10529.72	12930.74	143.67	9047.05	32651.18
WEBPAY												
LIHWAP (tra	LIHWAP (transfer from General Fund)											

VII. Old Business

The Board of Trustees signed a card of appreciation for Marty Mason and his crew in Cape Vincent for all of their help with the Church Street widening project over the summer.

Clerk Fulton provided an update on the Village of Chaumont's Notice of Claim from Stanley Law. The Village of Chaumont's counsel from Burden, Hafner, & Hansen, LLC is currently studying the village's Property Maintenance and Land Codes, searching for a court reporter, and scheduling a 50-h hearing for December.

There was further discussion on a Property Maintenance Code update proposal submitted by Zoning & Code Enforcement Officer Jim Millington. Photos were shown of ongoing properties of noncompliance in the village, and itemized lists with timelines of compliance sent via certified mail was agreed upon. Clerk Fulton was asked to draft the updated Property Maintenance Code, submit it to the Board with the current code, and allow them time to determine the pros and cons between the two. Then a Public Hearing will be scheduled, SEQR conducted, and resolution passed before adoption of the new law. The Board also recommended that when Jim Millington is back from medical leave, his first order of business for the village needs to be a visit to Water Street.

VIII. New Business

Clerk Fulton and DPW Supervisor Ingerson had a risk assessment walk on October 28th with Henry J. van den Heever, CSP, ARM, a Senior Risk Control Specialist with NYMIR, the village's new liability insurance provider. Clerk Fulton provided some feedback and recommendations to the Board based on the walks at the municipal office, WWTP, cold storage facility, and beach. A full write-up of these recommendations from Mr. van den Heever will be forthcoming.

Due to the delay in the River Crossing Project (water main installed with new bridge), EFC agreed to amend their financing agreement with the Village of Chaumont. With our previous Bond Counsel, Joe Russell, being out of commission, the village had to look elsewhere for Bond Counsel services. Clerk Fulton presented a Bond Counsel engagement letter/quote from Matthew Wells of Bond, Schoeneck, and King. He is willing to perform bonding duties for this amendment for an amount not to exceed \$7,500. Barclay and Damon has not returned phone calls. EFC needs the amendment completed this month, so it must be a quick turnover. Mayor

Rust questioned our use of a local attorney for River Crossing. If we use a Bond Counsel for EFC matters, is Mr. Burrows' services necessary for this project, or can be focus purely on local village matters?

IX. Correspondence

Clerk Fulton presented monthly correspondence.

- Softline Data, Inc. (UBMax) was acquired by gWorks on October 18, 2022
- Riverside Solar, LLC will be holding a Public Comment Hearing on Thursday November 17th at 5:00 PM at the Brownville Fire Department
- Excellus sent a Notice of Renewal for January 1, 2023, new premium rates, and benefits changes to cover eligible vaccines and insulin
- Official notification from Burden, Hafner, and Hansen, LLC to confirm their retainer by Glatfelter Claims Management to represent the Village of Chaumont with respect to an accident involving Susan Roof on August 20, 2002
- Vehicle maintenance quote from Justin Ernst of C&J's Repair Shop
- BCA Architects & Engineers has moved to the Woolworth Building at 15 Public Square, Watertown
- A welcome letter to Eastern Shore Associates for liability insurance with NYMIR
- An informational letter from Kristopher Reff, the DOT's Acting Director of Planning and Program Management, regarding the Governor's 5-year Capital Bridge NY Program

X. Motion to Accept Matthew Wells of Bond, Schoeneck, and King as Bond Counsel

Mayor Rust forwarded the following resolution, which was seconded by Deputy Mayor Morrow.

Nave

RESOLUTION NO. 43

VOTING:

BE IT RESOLVED, that the Village of Chaumont Board of Trustees will accept a quote from Matthew Wells of the law firm Bond, Schoeneck, and King to engage as bond counsel for all future bonding needs in regards to the Village's River Crossing and Water System Improvement Project. Based upon the terms, structure, size and schedule of the financing and the duties they will undertake pursuant to the project, Bond, Schoeneck, & King, PLLC estimated that their fee as bond counsel will not exceed \$7,500.

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The roll call vote was	Valerie Ri	ust, Mayor		YES	
		James Mo	rrow, Deputy N	A ayor	YES
		Michael N	lichols, Trustee	;	YES
		Dori-Ann	Froelich, Trust	ee	YES
		Jose Sosa,	Trustee		YES

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RESOLUTION NO. 43 ADOPTED.

XI. Mayor's Report/Committee Reports

Trustee Nichols once again visited the Village Beach and brought the sign to the attention of the Board. He would like to see picnic tables removed as they are still present at Bicentennial Park. The fencing around the perimeter also needs maintenance. Mayor Rust asked him to acquire quotes for the items he wishes to see addressed. She also asked Clerk Fulton to forward on his photos from the last meeting.

Deputy Clerk Fitzgerald brought up the tennis courts/pickleball courts project from the summer. Although the quotes were too high for the village's budget, she knows some residents who would be willing to donate and implement fundraisers to see this project executed.

Deputy Mayor Morrow reported that the Youth Commission is currently in their basketball season.

Trustee Froelich had no report; Village Planning Board meeting canceled this month.

Mayor Rust brought the Board up to speed on the current status of a project she is working on involving an updated Water Supply Agreement for outside water users, specifically on Hart Road. A 1962 agreement exists which provides a parcel of property and an easement to construct a water plant and install an 8" waterline on Hart Road. At the expense of the Village, laterals and meters were installed to 5 residences on this road, with water being sold to these property owners. The road was also maintained and plowed during the operation of the water pump station. Schedule A stated that it was the intent of the deed to revert the parcels back to Robert Hart which were conveyed for a public water supply system until such time as the Village shall cease to use this for a public water supply system. The Village stopped using the public water supply system in 1996, the pump station was dismantled, and the property and all easements reverted back to the Hart property and was recorded as such. While Hart Road has the same status as that of the other 3 areas of outside water users, the exception is the size of the line – 8" vs 2". The Board discussed a more equitable outside agreement where the village water district bear a percentage of repair costs to that main line on Hart Road. They also discussed the possibility of an annexation. The former Mayor warned against the formation of more Outside Water Districts, and recommended annexations only. Mayor Rust will be getting the village attorney involved.

The Board discussed comp time for salaried, timekeeping employees who are not eligible for overtime pay, and agreed that the Village Office would monitor and accept this practice. Deputy Clerk Fitzgerald, who is part time, now officially works one day a week and covers sick and vacation time, as needed. Mayor Rust will be sending flowers on behalf of the Village of Chaumont to the family of Cathy Munger, our late part-time clerk.

XII. Motion to Adjourn Meeting

At 8:43 PM, the Board of Trustees went into Executive Session. Mayor Rust said she'd accept a motion to adjourn the meeting at 8:56 PM. Deputy Mayor Morrow made a motion, which was seconded by Trustee Sosa.

Respectfully Submitted

Erin Fulton

Erin Fulton

Village Clerk/Treasurer