

Regular Meeting of the Chaumont Board of Trustees
Village of Chaumont/Town of Lyme Municipal Office
Located at 12175 NYS Route 12E
Chaumont, New York 13622

Held on the 17th Day of November, 2020

Board Members Present:

Village Mayor: Valerie Rust (via telephone)

Trustee: James Morrow

Trustee: Patricia Reome

Trustee: Dori-ann Froelich

Also Present:

Village Clerk: Karen Fitzgerald

Regular Board meeting of the Village of Chaumont Board of Trustees

Mayor Rust opened the Village of Chaumont Board of Trustees October 20, 2020 Regular Board Meeting at 6:30 p.m. with the Pledge of Allegiance. Mayor Rust requested that the minutes reflect that Deputy Mayor Michael Nichols is absent this evening.

Privilege of the Floor

No one was present for the privilege of the floor.

DPW Updates

Mayor Rust has requested that the DPW keep a record of activities they are working on and submit it for the VBT meeting monthly. Also, any logged overtime should include the specifics of location and problem on the time sheets.

All four holding tanks at the WWTP have now been pumped.

Greg requested a quote from P&T to look at the generator. The quote is for \$460.00.

Greg is also requesting that the heat trace at the WWTP be inspected. Greg is unsure of the cost to have it inspected, however it is a vital element to the plant to keep it from freezing.

P&T Agreement Additional Charges

Mayor Rust indicated that the additional charges on the October P&T invoice were for:

Gary Mattraw's grinder pump -run capacitor.	\$382.50
Scott Silver-grinder pump problem	\$85.00
Water Street- water leak –contractor error	\$170.00

Dissolution Vote

The Village run special vote for Dissolution was held on the same day as the General Election, Nov. 3, 2020. Six Village residents served as Election Inspectors. Cathy Munger and Kathleen Robinson counted the votes and tallied the registrations to ensure the vote count was correct. The vote results were 135 to 119 turning down the Dissolution of the Village. There were two outstanding absentee ballots at that time.

One absentee ballot was received on Nov. 4th voting “no” resulting in a final tally of 136 to 119 not to dissolve.

Unpaid Village Tax

Karen reported that the unpaid Village tax submitted to the County for re-levy was \$10,218.03.

Zoning Board of Appeals

Donna Stevenson has expressed an interest and has agreed to serve on the Zoning Board of Appeals Board. The Board currently has three members and Donna can act as an alternate when someone is unavailable to attend, or the VBT can consider changing the ZBA board size to five. Upon a motion by Trustee Morrow, second by Trustee Froelich and unanimously passed, it was resolved to approve the appointment of Donna Stevenson to the ZBA Board as an alternate at this time.

A public hearing was held on Nov. 16th by the ZBA to hear a request by Jacqueline Cox to open a yarn shop at 12004 NYS Rte 12E, Chaumont. The property is located in Residential A zoning district in which businesses are not permitted. Numerous persons attended in support of their request. The ZBA heard their request and voted to grant a Use Variance to Mrs. Cox to open the yarn shop.

Washington Street—No Parking

There was discussion regarding parking on Washington St and the corner of Academy St / Washington St. There is concern that parking on both sides has made it impossible for emergency vehicles to get through. Mayor Rust requested that the DPW install more “No Parking” signs on the south side of Washington St and near the corners of Wash. & Academy St.

River Crossing/Water Street Improvement project

The new blow off hydrant on the Cape Vincent side of the bridge over the Chaumont River has been installed. The asphalt binder will be placed next week before the asphalt plants close for the winter. The binder will be placed all the way to the top of the existing asphalt (no top course) since the Village will be repaving the entire road (Water Street) in the very near future. The existing crown in the road will be maintained to get any water runoff down to the catch basins on Route 12E. Crusher run will be placed in the driveways and sidewalk areas for the winter. Mulching will be completed before winter and all restoration will be completed in the spring. There is one more valve cut in left to complete (County Route 179). This valve cut in will be completed while the connection for Water Street north is completed which is anticipated to occur after Thanksgiving. Crews will be done for the year around the first week of December.

Marcy Neuman of Rural Development has requested an opinion from the Village attorney regarding a possible amendment to the Water Use Law to ensure Village protection from future liability on project hookups for the residents on Water St. under the River Crossing project. Due to changes in the depths of the lines, the contractor needs to complete the hookups inside the resident’s homes. Our current water use law states that the Village is responsible only to the curb stop.

River Crossing Legal expense

Mayor Rust informed the Board that current invoices for Atty Burrows are approximately \$2,500.00 over the River Crossing legal agreement. Mayor Rust has requested by email that Atty. Burrows to amend the legal agreement so that the Village can recoup these expenses after approval from EFC & RD.

Sexual Harassment Training

All employees, board members and vendors of the Village are required to attend a sexual harassment training annually. Karen will be sending out the link to the NYS training section for all board members and employees. Each individual will need to acknowledge the training in writing and complete the test. The tests will then be sent to Mike Gillette at Fuller Insurance. Mike will score the tests and issue certificates of completion for the employee file. It was determined that Workplace Violence training is not necessary because we employ fewer than 40 individuals.

Standard Workday Resolution

Karen informed the VBT that the NYS Retirement System now has job codes that allows for a flex time employee. This job code is better suited for her position. The job code would allow the Village Clerk's position to be coded similar to an elected official without timekeeping. Upon a motion by Trustee Reome, seconded by Trustee Froelich and unanimously passed, it was resolved to pass a resolution to change the job code for the Village Clerk to a non-timekeeping position.

Sewer Easements

It has been found that sewer easements signed prior to the 2003 sewer project were never filed with the Jefferson County Clerk's office. The reasons are not confirmed however, the death of the Village Clerk, changes mid-stream in attorneys and lack of follow through by the engineers was cited. Costs to file each easements is \$52.00 for a basic easement. These easements should be filed as finances allow. Mayor Rust requested that any easements on file that include sewer lift stations be filed as soon as possible.

Sewer / Water Consultant

Mayor Rust proposed to the trustees hiring Greg Ingerson to act as a water & sewer consultant. His services could be invaluable for questions on future hookups and preventive maintenance on both systems. Upon a motion by Trustee Froelich, second by Trustee Morrow, and unanimously passed, it was resolved to hire Greg at a rate of \$65.00 per hour.

October 2020 Accounts Receivables

General Fund

Real Property Tax	A1001:	\$	746.72
Lieu of Taxes	A1081:	\$	-0-
Jeff. County Sales Tax	A1120:	\$	36,753.88
Penalty/Interest:	A1090:	\$	63.74
Gross Utility Tax:	A1130:	\$	52.17
Franchise Fees:	A1170:	\$	2,850.74
Clerk Fees: -	A1255:	\$	20.00
Registrar Fees:	A1603:	\$	0.00
Building Permits:	A2555:	\$	0.00
Unclassified	A2770:	\$	-0-
Beach fees:	A7140:	\$	-0-
Chips	A3501	\$	-0-
State Aid: Aid & Incentives	A3001	\$	2,631.60
Total:		\$	40,434.96

Water Fund

Metered Water Sales	F2140-1:	\$	13,284.14
O&M/DCC FEES:	F2140-2:	\$	9,121.64
Unmetered Water:	F2142:	\$	0.00
Interest & Penalty Fee:	F2148:	\$	90.00
Water Meter Fees	F2144:	\$	0.00
Service Connection fees:	F2145:	\$	0.00
Total:		\$	22,495.78

Sewer Fund

Debt Service:	G2122:	\$	6,648.71
Usage Fee Sewer Rent:	G2120:	\$	10,087.64
Interest & Penalty Fees:	G2128:	\$	90.00
O&M Fees:	G2770:	\$	3,416.60
		\$	20,242.95

Motion to Approve Minutes of the October 20, 2020 board meeting:

Upon a Motion by Trustee Froelich, Seconded by Trustee Reome, and unanimously passed, it was “**Resolved** to Approve the Minutes of the October 20, 2020 Village of Chaumont Regular Board Meeting.

Motion to Approve Payment of Abstract #6 of the November 17, 2020 Board Meeting:

Upon a Motion by Trustee Morrow, Seconded by Trustee Reome, and unanimously passed, It was “**Resolved**” to Approve Payment for Abstract #6 of the November 17, 2020 Regular Board Meeting in the amounts of \$29,612.13 General Fund Vouchers 1323-1345, \$6,757.25 Water Fund, Vouchers 387-391, \$5,241.40 Waste Water Fund, Vouchers 637-641, Trust & Agency: \$1,983.19 Voucher #74, River Crossing Project \$76,940.44, voucher 23-24.

Water/ Sewer Report

Karen informed the board that the meter install at Petroske’s storage building on Morris Tract Rd. had to be cancelled. It was found that the waterline coming into the building is a 2” line and a valve would be needed to reduce the line from 2” to ¾”. Greg advises in order to limit Village liability, the installation should be performed by a certified plumber; not the Village DPW. It is also thought that since a meter has never been installed at that location, the expense of installation should be the responsibility of the Village.

Karen presented a sewer application and property drawing from Dick Wallace requesting the VBT’s approval to install sewer lines to hook into the sewer main on Co. Rte 125 to service his three parcels. The hookup will require boring under the road and a possible grinder pump. Mayor Rust polled the trustees and all were in favor of accepting his application to attach to the sewer main under the condition that all construction is monitored and approved by Greg Ingerson. Dick’s proposed contractor is North Country Contractors.

Mayor’s Report

Mayor Rust reported that she has sent a letter to Diane Strader in response to her request to move the fire hydrant approximately 40 feet and out of her right of way. BC&A estimated the cost of the relocation would be over \$19,000. Mrs. Strader had previously indicated that she was willing to pay for the relocation of the hydrant if an estimate could be provided and was agreeable. At the time of the meeting, Mrs. Strader had not contacted the Village office regarding her request and efforts to speak with her have gone unanswered.

The organizational meeting will take place at 6 pm prior to the regular Board meeting on Dec. 15th. Karen will advertise the public hearing.

Mayor Rust informed the trustees that it would be prudent to consider hiring a municipal accountant prior to the end of her term. She has been acting as the secondary review of the accounts, preparing the budget and preparing the year-end financial reports and it would be helpful to have an accountant in place prior to electing the new mayor.

Committee Reports

Trustee Reome: Nothing to report.

Trustee Froelich: The Planning Board is requesting that CEO Millington attend all of their future board meetings. Procedural rules for the Wallace subdivision were not followed as Dick’s request should have been reviewed by the PB prior to being sent to the ZBA. They feel that Jim should be the contact person for all future subdivision and variance needs in order to ensure that procedural protocols are followed.

Trustee Morrow: Nothing to report.

New Business

Quotes for propane for the WWTP were received from Amerigas (current provider) and Heller's Gas. Amerigas is an OGS merchant and current price of \$1.14 is good until June 2021. Heller's Gas quoted a price of \$.99 per gallon good for two years. Upon a motion by Trustee Reome, second by Trustee Froelich, and unanimously passed, it was resolved to contract with Heller's Gas for future propane gas orders.

Old Business

The solar farm construction has begun with clearing of the land and road building. Karen informed the trustees that David Norbut remains the landowner of the property however the project has been sold to Convergent Energy. CS Energy is in charge of the construction of the facility and will be responsible for compliance with all conditions of the original site plan approval.

Correspondence

Williamson Law Books: Letter indicating that there will be no annual support fee increases.

Charter Communications: Letter indicating that increases of \$5.00 will be levied to all new customers beginning Dec. 2nd for Spectrum TV Silver and Gold accounts.

NYS DOT: 2020-2021 funding letter indicating the following available funds:
CHIPS: \$33,548.15 PAVE NY: \$23,721.12 EWR: \$7,820.64 TOTAL: \$65,089.91

Motion to Adjourn:

Upon a Motion by Trustee Morrow, Seconded by Trustee Reome, and unanimously passed, It was “ **Resolved** to adjourn the Regular Meeting of the Village of Chaumont Board of Trustees November 17, 2020 meeting at 8:36p.m.

Respectfully Submitted,
Karen Fitzgerald, Village Clerk/Treas.