

PUBLIC HEARING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

LOCATION: MUNICIPAL BUILDING, 4303 MAIN STREET
PORT HENRY, NY 12974

DATE: MARCH 10, 2014

TIME: 6:30 PM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough, Rich and Clerk Daly.

ATTENDANCE: John Viestenz, Jackie Viestenz and Janelle Jurkiewicz.

Mayor Guerin called the Public Hearing to order at 6:31 pm, followed by the salute to the flag.

Mayor Guerin thanked everyone for attending and indicated that the purpose of the Public Hearing was to present proposed Local Law No. 1 of 2014; A Local Law to Override the Tax Levy Limit Established in General Municipal Law § 3-C, to the public for review and comment.

The proposed law was distributed to the Board on February 10, 2014 and a copy thereof has been and will remain on file in the Village office for public inspection during regular office hours. Copies of the proposed Local Law were also made available for the public in attendance.

Trustee McDonough read the proposed Tax Cap Law aloud and a brief overview was provided.

PUBLIC COMMENT PERIOD

John Viestenz commented that the proposed local law has not changed from the prior Tax Cap laws. There was no other public comment.

A motion was made by Trustee Rich, seconded by Trustee McDonough, to adjourn the Public Hearing at 6:36 pm. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none. All in favor, motion carried.

ADJOURNED

Denise C. Daly, Village Clerk

PUBLIC HEARING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

LOCATION: MUNICIPAL BUILDING, 4303 MAIN STREET
PORT HENRY, NY 12974

DATE: MARCH 10, 2014

TIME: 6:45 PM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough and Rich, Clerk Daly and Treasurer Monette.

ATTENDANCE: John Viestenz, Jackie Viestenz and Janelle Jurkiewicz.

Mayor Guerin called the Public Hearing to order at 6:37 pm.

Mayor Guerin indicated that the purpose of the Public Hearing was to present proposed Local Law No.2 of 2014; Extending the Moratorium on Street Level Residential Development in a Portion of the Village of Port Henry, to the public for review and comment.

The proposed Local Law was distributed to the Board on February 10, 2014 and a copy thereof has been and will remain on file in the Village office for public inspection during regular office hours. Copies of the proposed Local Law were also made available for the public in attendance.

A brief overview of the proposed Moratorium Extension was provided.

PUBLIC COMMENT PERIOD

There was no public comment.

A motion was made by Trustee Rich, seconded by Trustee McDonough, to adjourn the Public Hearing at 6:40 pm. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, motion carried.

ADJOURNED

Denise C. Daly, Village Clerk

REGULAR MEETING OF THE VILLAGE OF PORT HENRY BOARD OF TRUSTEES

LOCATION: MUNICIPAL BUILDING, 4303 MAIN STREET
PORT HENRY, NY 12974

DATE: MARCH 10, 2014

TIME: 7:00PM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough and Rich, Clerk Daly, Treasurer Monette, Chief Water and Wastewater Plant Operator; Carl (Chip) Perry and Port Henry Fire Department Chief; Jim Hughes.

ATTENDANCE: John Viestenz, Jackie Viestenz, Janelle Jurkiewicz, Sandra Lovell and John Hickey.

The following documents were distributed to the Board for review prior to the meeting: The March 10, 2014 Meeting Agenda, the February 10th & 18th, 2014 Board Minutes, the February 2014 Treasurer's Report, PERMA Claims Experience Member Reports and the Campground Profit Report. A list of other documents distributed to the Board for review prior to the meeting are listed in the March 10, 2014 Board meeting file located in the office of the Village Clerk. The March 10, 2014 Meeting Agenda was also made available to the public on the website and at the Board Meeting.

Mayor Guerin called the meeting to order at 7:00 pm, followed by the salute to the flag.

DEPARTMENT HEAD REPORTS

Chip Perry provided the Board with a verbal monthly report on the Water and Wastewater Plants as follows:

Water Plant

- First quarter results were well below State limits
- No equipment failures to report
- No public complaints

Wastewater Plant

- NYS DEC Inspection on WWTP was excellent
- Plant is running well
- No equipment failures or complaints to report

As always, Mr. Perry encouraged all to tour both the water and wastewater facilities.

Chief Hughes read the monthly Fire Chief's Report aloud as follows:

- PHFD has responded to fourteen (14) calls for 2014: (10) for January and (4) for February, and (0) for March to date.
- 2014 PESH Report:

(14) Calls:	181.98 Man-hours
OSHA Training:	25.00 Man-hours
Additional Training/Participation:	51.50 Man-hours
2014 Total:	<hr/> 258.48 Man-hours

- OSHA Training for March – Hand Tools/Power Tools / Scene Safety.
- Chief Hughes will be attending USDA Rural Development Informational Meeting on Tuesday, March 11th from 9:30 AM to 12:30 PM at the Essex County Government Center in Elizabethtown, NY. Topics: CF Loan/Grants Program.
- Chief Hughes and Assistant Chief Edwards will be attending the Canadian Pacific Railroad Emergency Management Presentation in The Essex County Board of Supervisors Chambers on Tuesday, March 11th at 1:00 pm.
- Chief Hughes and Essex County HAZMAT Coordinator James Curran have arranged a tour of Griffith Energy on Saturday, April 5th at 9:30 AM.
- PHFD requests permission to hold Coin Drops on the following Saturdays from 9:00 AM to 1:00 PM: May 24th, July 5th, August 16th and October 4th.
- PHFD will be holding a Benefit Pancake Breakfast on Sunday, March 30th from 7:00 AM to Noon at the Knights of Columbus Hall on Main Street. Donations appreciated.
- Additional repairs have been made to the boiler at the Fire Department by James Brooks on 2/16 & 2/17/14. Total Cost: \$282.00.
- Request permission to obtain quotes for ceiling repairs to Engine 291 bay.

Fuel consumption at the firehouse is down by \$94.00 from last year.

John Hickey entered the meeting at 7:10 pm.

Trustee Brassard and John Hickey provided the Board with a verbal monthly report on the DPW as follows:

- The 1999 red F-350 is off the road with broken leaf springs.
- The 2011 Dodge Dump truck was towed to Adirondack Auto and a new ignition switch was installed under warranty.
- The 2008 F550 was out of service for two days while a new pump was installed under warranty. In the meantime, The DPW salted by hand.
- The hydraulic hoses on the loader were replaced.
- The Bobcat was used for a water break on Elizabeth Street.
- The Shop has been thoroughly cleaned and re-organized.
- The Board approved purchasing new tires for the Bobcat.

Mayor Guerin commended the DPW for their efforts in clean up and snow removal after the last storm.

Mr. Perry indicated that the two water breaks that were fixed have helped immensely in reducing the amount of water being used and that the Village has received the plans for the Elizabeth Street Project.

PUBLIC COMMENT PERIOD: Jackie Viestenz informed the Board that she has contacted Sharon Reynolds of PRIDE with regard to working with her on the lights in the park.

BOARD DISCUSSION / REPORTS:

Recurring Old Business: Mayor Guerin provided an update on FEMA reimbursement for Campground/Beach Restoration Project as follows: Jim Casey has indicated that it may be six months before the Village sees the additional FEMA reimbursement funds. Mayor Guerin contacted Chance from Congressman Owens office who indicated that FEMA informed him that the projects have not been completed. Former Treasurer Jurkiewicz informed Chance that the projects have been completed and quarterly reports have been filed which were faxed with accompanying letters. Part of the consideration with regard to the six months before reimbursement of funds, is that the State needs to come in to do a formal closeout before the Village can receive any money, due to the amount which to date has not been scheduled. Chief Hughes suggested contacting the Governor. Mayor Guerin indicated that he would get together with former Treasurer Jurkiewicz next Wednesday to review the paperwork and make some phone calls.

Trustee Rich informed the Board that she will be meeting with John Viestenz on March 24, 2014 at 4:00 pm with regard to the zoning questions and matters to clarify, from the Village attorney.

Old Business: A motion was made by Trustee Brassard, seconded by Trustee McDonough to approve the February 10th & 18th, 2014 Board Minutes. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, motion carried.

Village Elections will be held on Tuesday March 18, 2014; also designated "Louise Celotti Day", at the Port Henry Firehouse, located at 14 Church Street. Polls will be open from 12:00 PM (noon) to 9:00 PM. You must be a registered voter of the Village of Port Henry to cast your vote. The dead line to register to vote in the Village Elections was March 7, 2014.

There are two Village Trustee positions up for election, each for a two year term. The candidates for office are as follows: Ruth McDonough, Thomas McDonald and Sandra Lovell. All registered voters of the Village are encouraged to vote.

New Business: The February 2014 Accounts Receivable and Trial Balance Reports were distributed to the Board for review. There was no Monthly Water Adjustment Report, as no adjustments were made.

A motion was made by Trustee McDonough, seconded by Trustee Rich to pass a Resolution to adopt Local Law No. 1 of 2014; A Local Law to Override the Tax Levy Limit Established in General Municipal Law § 3-C. Vote:

Aye: Mayor Guerin, Trustees Brassard, McDonough and Rich.

Nay: None.

By a vote of four to zero, the above listed Resolution was duly adopted by the Village of Port Henry Board of Trustees on this 10th day of March, 2014.

A motion was made by Trustee Rich, seconded by Trustee McDonough, to pass a Resolution to adopt Local Law No. 2 of 2014; Extending the Moratorium on Street Level Residential Development in a Portion of the Village of Port Henry. Vote:

Aye: Mayor Guerin, Trustees Brassard, McDonough and Rich

Nay: None.

By a vote of four to zero, the above listed Resolution was duly adopted by the Village of Port Henry Board of Trustees on this 10th day of March, 2014.

Per a Board Resolution passed on May 11, 2009, the Port Henry Fire Department (PHFD) will be granted first choice annually on selecting Coin Drop dates. All other organizations must submit written requests to be approved by the Board of Trustees on a first come, first serve basis, pending availability of the date(s) requested.

The Port Henry Fire Department has submitted a written request with a list of dates that they would like to hold Coin drops on in 2014. The dates (all Saturdays) are as follows: May 24th, July 5th, August 16th and October 4th. These four dates have been reserved for the Port Henry Fire Department and have been added to the 2014 Coin Drop calendar.

An e-mail was received on February 20, 2014 from the Town of Moriah Ambulance Squad requesting written permission to hold Coin Drops on the following dates (all Saturdays) in 2014: May 24th, July 5th and August 30th. May 24th and July 5th are unavailable, however August 30th is available. The Moriah Ambulance Squad will be informed that the only date available out of the three requested is August 30th. A motion was made by Trustee Brassard, seconded by Trustee Rich, to approve the request for the Moriah Ambulance Squad to hold a Coin Drop on August 30, 2014. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, motion carried.

The Village received an e-mail on March 5, 2014 from Garrett Dague; Deputy Planner for the Essex County Office of Community Resources, with an attached RFP (Request for Proposal) for the Moriah/Port Henry Campground Strategic Plan for review, comment and approval. A motion was made by Trustee McDonough, seconded by Trustee Brassard, to approve the RFP on behalf of the Village of Port Henry. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, motion carried.

As a Reminder: The Village of Port Henry Board of Trustees will hold a Special Meeting / Budget Workshop on Monday, March 24, 2014 at 7:00 pm at the Village Hall, to review the tentative budget for fiscal year; June 1, 2014 to May 31, 2015. The completed budget must be adopted and submitted by May 1, 2014.

The Annual Organizational Meeting of the Village of Port Henry Board of Trustees will be held on Monday April 7, 2014 at 7:00 pm. The regular monthly Board meeting will be held on April 14, 2014 at 7:00 pm. Both meetings will be held at the Village Hall and are open to the public.

Second Public Comment Period: Former Treasurer Jurkiewicz asked the Board if the Campground Strategic Plan will need to be budgeted for. The Board will check on the matter.

Chief Hughes asked the Board if he still needs to request permission to purchase items with the left over operating / equipment funds in the fire departments budget in light of the current spending freeze. Mayor Guerin requested that Chief Hughes hold off on spending until after April 1st.

Sandra Lovell asked if the loan payment made was for money borrowed to cover the lack of reimbursement funds from FEMA. The Board indicated that yes, that is what the loan payment was for and that the Village is at the State's mercy as to when the remaining reimbursement funds will be received. Ms. Lovell asked if we need to wait until the State contacts us. Mayor Guerin indicated that FEMA gives the reimbursement money to the State and then the State distributes the FEMA reimbursement funds to the Village.

John Viestenz asked Treasurer Monette for a list of current Village debt and components at the end of last months Board meeting. Treasurer Monette provided Mr. Viestenz and the Board with a list of the Village's current debt structure, as requested.

The monthly bills submitted for payment were reviewed by the Board. A motion was made by Trustee McDonough, seconded by Trustee Rich to approve the February 24th and March 10, 2014 bills for payment. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, motion carried.

Abstract Distributions:

General \$30,627.32
 \$62,260.00 (BAN Pymt)
Total \$92,887.32

Water \$47,495.73

Sewer \$22,044.86

Joint Activity \$12,762.91

Capital \$13,876.06

Mayor Guerin called for any additional public comment; there was none.

A motion was made by Trustee Brassard, seconded by Trustee McDonough, to adjourn the meeting at 7:41 pm, at which time the Board will enter into Executive Session to discuss a collection issue. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none, all in favor, motion carried.

ADJOURNED

Denise C. Daly, Village Clerk