

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

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

DATE: AUGUST 20, 2012

TIME: 7:00 PM

PRESENT: Mayor Guerin, Trustees Brassard, McDonough, Rich and Sheldon, Clerk Daly, Treasurer Jurkiewicz, Chief Water and Wastewater Plant Operator; Carl (Chip) Perry and Champ RV Park/Campground Manager; Laurie Rodick.

ATTENDANCE: John Viestenz, Margaret Parah and Anne Tesar.

Mayor Guerin called the meeting to order at 7:02 pm, followed by the salute to the flag.

Mayor Guerin indicated that the Board called this Special Meeting to discuss matters pertaining to the campground as well as to review an application for membership for the Port Henry Fire Department.

Chief Hughes submitted an application for junior membership to the Port Henry Fire Department for Schuyler Sheldon, of 10 Prospect Avenue Port Henry, to the Board on August 13, 2012. An Arson Conviction Background Check was conducted by the Essex County Sheriff's Department and it was determined that no criminal record exists in New York State for this applicant. The candidate was accepted by a majority vote of the fire department membership and endorsed by the Fire Board, on August 9, 2012. A motion was made by Trustee Brassard, seconded by Trustee Rich, to approve the application for membership. Yes; Mayor Guerin, Trustees Brassard, McDonough and Rich. No; none. Abstained; Trustee Sheldon. Motion carried.

Ann Tesar entered the meeting at 7:05 pm.

Trustee Sheldon read a letter from camper Lynn Purificato, asking the Board for permission to allow the campers to store the ramps and sections of decking used to access the lake over the rip rap at the campground during the off season. The campers agree to do so at their own risk, leaving both the Village and campground harmless and are willing to pay a small storage fee to the Village for this privilege. The campers are willing to work with the Village to establish a mutually agreeable and beneficial storage agreement. Trustee Sheldon indicated that the ramps with decking are approximately 3x22 feet. John Tromblee informed the Board that he did not have an issue with storing the ramps at the campground during the winter/off season. Trustee Sheldon suggested using the fees collected for storage toward facility repairs. Further discussion ensued. The Board agreed to draw up an agreement for storage of the ramps/platforms. A motion was made by Trustee Sheldon, seconded by Trustee Brassard, to approve the storage of the camper's ramps and platforms during the off season for a fee of \$45.00 each. Yes; Mayor Guerin, Trustees Brassard, McDonough, Sheldon and Rich. No; none. Motion carried.

Trustee Brassard distributed a list of needs pertaining to the beach, campground and beach house, to the Mayor and Board for review and /or discussion as follows:

Beach House

- new air conditioner needed
- address water temperature in beach house showers, too hot, adjusted numerous times throughout season to no avail
- replace or adjust timers on showers – inaccurate
- replace screen doors
- replace shower curtains
- paint office, floor and both bathrooms
- move dresser out of office

A discussion was held with regard to converting the bathrooms to make them both private and handicap accessible. Installing a handicap ramp to the beach house was also discussed. Trustee Sheldon indicated that another refrigerator is also needed for the beach house but that one will suffice for now.

Trustee Rich suggested advertising for items needed for the campground on the website. John Viestenz indicated that Trustee Rich could send him an e-mail listing the items the Village is looking to obtain and he will add it to the website.

Beach

- a sign is needed indicating that the lifeguards are on duty
- a sign is needed listing the days and hours the beach is open
- discuss complaints about the sand on the beach
- discuss the swimming area; seaweed has overtaken the area, contact State to obtain information and options for addressing the matter

A discussion ensued with regard to the swimming area at the beach and the seaweed issue. Trustee Sheldon suggested that the Village obtain or rent, what is known as a weed razor, to cut back the seaweed in the swimming area. Trustee McDonough suggested obtaining more information on the weed razor. Trustee Brassard indicated that the State should be contacted to advise them of the Village's plans in eliminating the amount of seaweed in the swimming area.

A meeting has been scheduled for August 30, 2012 with GPI, Mayor Guerin, Bill Ball, John Tromblee and Trustee Sheldon, to discuss the issue with the sand on the beach. GPI has asked the Village to obtain an estimate for replacement sand, for review at the meeting.

Campground

- Bob Carr agreed to paint the bathrooms this season; to date this has not been completed.
- A toilet is needed for the south bathroom.
- There are trees that need to be cut down for safety reasons
- There have been issues with water not draining away from campsites this year that may be fixed by grading the campground
- Need to replace broken meters, the number to be replaced is being determined.
- Discuss storage of ramps/platforms for the winter
- Discuss erecting a pavilion, utilizing BOCES if possible
- Advertise the campground manager position for the 2013 season

It was noted that Bob Carr painted one bathroom stall and the paint peeled, therefore it will be determined what type of painted is needed for this project.

The Board will contact the County after the campground closes for the season to have the trees posing a safety risk, cut down.

Trustee Sheldon suggested using the sand that is there now for grading the campground, if new beach sand is brought in.

The broken meters at the campground have all been replaced; the issue of storing storage ramps was previously discussed.

A discussion ensued regarding a pavilion. Trustee Rich suggested contacting BOCES at least 18 months in advance of beginning the project. It was agreed that the area near the entrance to the campground is where the pavilion will be built. The Board also discussed re-locating the horse shoe pit.

The Board directed the Clerk to advertise the Campground Manager's position for the 2013 season.

Trustee Sheldon shared an additional list of items to discuss with regard to the campground/beach as follows:

It was agreed that there would be no parking along the road from the terminal dock to the campground entrance during the Labor Day fireworks display. The road needs to be kept clear, in the event that emergency vehicles should need to get to the campground. Laurie Rodick indicated that the campers lining up in that area on opening day also poses a safety issue should emergency vehicles need to gain access to the campground.

The “No Parking” signs need to be replaced; a notice will be sent to the website indicating that the Village beach will close on August 31, 2012; the electrical inspection at the beach will be completed one day this week.

Trustee Sheldon informed the Board that he has asked Village resident Margaret Parah, to contact CP Rail on the Village’s behalf to ask for their assistance with the fence at the campground that keeps getting knocked down, as she was able to obtain their help with a Town project.

A discussion was held regarding the funds retained pertaining to the Campground Restoration Project. It was noted that the \$38,000 may eventually have to be used to pay the subcontractors.

Margaret Parah exited the meeting at 8:15 pm.

The Board determined that most of the items on the list presented this evening could and should be taken care of, as they are general repair items.

Treasurer Jurkiewicz suggested that the Board classify the repair amounts by identifying if they fall under capitol repairs, or are repair items that fall under the regular budget. By doing so, the Board may also be able to determine what may need to be included in next year’s budget with regard to repair expenses.

John Viestenz indicated that the Moriah Stock Musical Festival will be held on August 25, 2012.

A motion was made by Trustee Rich, seconded by Trustee McDonough, to adjourn the meeting at 8:22 pm. Yes; Mayor Guerin, Trustees Brassard, McDonough, Rich and Sheldon. No; none. All in favor, motion carried.

ADJOURNED

Village Clerk