

SPECIAL MEETING OF THE VILLAGE OF PORT HENRY  
BOARD OF TRUSTEES

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

DATE: FEBRUARY 15, 2012

TIME: 6:00 PM

PRESENT: Trustees Brassard, McDonough, and Viestenz, and Treasurer Jurkiewicz.

ABSENT: Mayor Guerin and Trustee Rich.

ATTENDANCE: Jackie Viestenz, Lohr McKinstry, John Boyea, Norm Fields, Sandra Lovell, Bernadette Trow, Tom Trow, and an unidentified man.

Deputy Mayor McDonough called the meeting to order at 6:00 pm, followed by the Salute to the Flag.

Deputy Mayor McDonough stated that the purpose of the Special Meeting was to discuss matters pertaining to the Champ RV Park operations for the 2012 season.

Linda Smythe entered the meeting at 6:05 pm.

The Board discussed the proposed letter to the seasonal campers. The opening and closing dates were discussed. It was agreed that the opening date of the Champ RV Park/campground will be May 11, 2012 and the closing date will be October 7, 2012. As discussed on prior occasions, it was agreed to keep the rates for the 2012 season the same as 2011. The letter will be mailed in the near future.

The contract for the Campground Manager's position was discussed. The Board reviewed the contracts from 2007 and 2011. The Board discussed the modifications that were made for the 2011 agreement, including the salary for the position. A motion was made by Trustee Brassard, and seconded by Trustee Viestenz to return to the 2007 agreement as it relates to job responsibilities and to change the salary to \$12,000 per year. Yes; Deputy Mayor McDonough, Trustees Brassard and Viestenz. No; none. Absent; Mayor Guerin and Trustee Rich. All in favor, motion carried.

The Board discussed the proposed modifications to the Rules & Regulations for Campers; item #25, regarding not allowing the use of security deposits to pay campground electric bills without prior written approval; and item #44, adding the procedures for the lakefront list. Trustee Brassard noted that item #36 of the agreement, regarding the mooring of camper's boats, needs to be modified as well due to the new breakwater construction at the campground. A motion was made by Trustee Viestenz, seconded by Trustee Brassard to modify the Camping Agreement as discussed. Yes; Deputy Mayor McDonough, Trustees Brassard and Viestenz. No; none. Absent; Mayor Guerin, Trustee Rich. All in favor, motion carried.

The Campground Manager's position was discussed next. The position was advertised in the fall of 2011. The Village received four applications at that time. It was agreed to contact the four applicants to determine if they are still interested and available. Trustees Brassard and McDonough will try to contact the applicants on Thursday afternoon, February 16, 2012.

After a brief discussion, the Board agreed to open the Village Beach on June 23, 2012 and close the Beach on September 2, 2012. The Board also agreed to hire 2 lifeguards for the season. The positions will be advertised in the near future.

Jackie Viestenz from the ph7 Committee presented the brochure that the Committee has prepared for the Campground. The brochure was discussed and some minor changes were suggested.

Norm Fields asked about some of the trees at the campground that had fallen over or were close to falling over after Hurricane Irene. Trustees Brassard and McDonough indicated that most of those trees, if not all, have been removed. Trustee Brassard will check with the DPW crew to confirm.

A motion was made by Trustee Brassard, seconded by Trustee Viestenz, to adjourn the meeting at 6:38 pm. Yes; Deputy Mayor McDonough, Trustees Brassard, and Viestenz. No; none. Absent; Mayor Guerin, Trustee Rich. All in favor, motion carried.

ADJOURNED

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Village Treasurer