

REGULAR MEETING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

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

DATE: MAY 9, 2016

TIME: 7:00 PM

PRESENT: Deputy Mayor Brassard, Trustees; Curran, Davenport and Smyth, Clerk Daly, Treasurer Monette, Deputy Superintendent of Water and Streets; Daniel (Digger Laing), Chief Water and Wastewater Plant Operator; Carl (Chip) Perry and Port Henry Fire Department Chief; Jim Hughes.

ABSENT: Mayor Guerin.

ATTENDANCE: John Easter, John Viestenz, Jackie Viestenz, Janelle Jurkiewicz, Sandra Lovell and Ann Tesar.

Deputy Mayor Brassard called the meeting to order at 7:00 pm, followed by the salute to the flag and thanked everyone for attending.

DEPARTMENT HEAD REPORTS

Chip Perry provided a verbal report for the month of April as follows:

Waste water Treatment Plant

- The plant is running well.
- Under all permit levels.
- Maintenance continues and is recurring.
- A manifold is down; 12 course bubble diffusers will be replaced at a cost of \$70 each.

Water Plant

- The plant is running well.
- Received two water complaints; one from the Port Henry Apartments, sand in water; did not find any. The second complaint had to do with a hot water heater issue at a Main Street property.
- Second quarter samples will be collected on May 10, 2016; February's samples were fine.

Digger Laing provided a verbal report on the DPW for the month of April as follows:

- There were three sewer issues, need to use the camera on two of them.
- Water meter reading were completed for the May 2016 billing.
- Recyclables and garbage were picked up as scheduled.
- The pier was cleaned.
- The Champ RV Park and Campground and the Village beach were prepared for the seasonal openings.
- Trees were cut and removed on water front sites at the campground.
- Mowers have all been serviced for the growing season.
- Hydrant flushing will be scheduled for June.
- A complete water and sewer hook up/installation will be scheduled for Harold Bigelow's property on Grove Street as requested, for May 19, 2016.

Mr. Perry indicated that demonstrations on cameras have been received and he is currently obtaining pricing for them. The cameras will be paid for through a grant from the Town of Moriah.

Chief Hughes read the Port Henry Fire Department Chief's Report for April 2016 aloud as follows:

- PHFD responded to nineteen (19) calls for 2016: (2) for January, (6) for February, (5) for March, (4) for April and (2) for May to date. Avg. Response Time: 2.65 minutes; Avg. Responders: 11.89.

2016 PESH Report:

(19) Calls:	176.25 Man-hours
OSHA Training:	135.50 Man-hours
Additional Training/Participation:	507.50 Man-hours
2016 Total:	819.25 Man-hours

- *Training:* May OSHA Training – Hydrants, Ladders, Operations
- Chief Hughes attended (4) hour OFPC/Essex County HAZ MAT Team sponsored “Foam Trailer” course at Ticonderoga Fire Department on April 27th, 2016.
- *Grants:* 1) Chief Hughes purchased and received from MES (3) TFT Thunder Fog Nozzles, (3) MX Foam Jet Attachments, and (3) In-line Eductors as a result of the \$7,500 CP Railway Grant Foundation Award. Equipment was delivered to Moriah and Mineville-Witherbee Fire Departments on 4/16/2016. Total Cost: \$4,303.11. Remaining balance of \$3,196.89 to be used toward the purchase of (100) gallons of Universal Gold AR-AFFF Foam Concentrate. 2) Chief Hughes completed and submitted 2016 Volunteer Fire Assistance (VFA) Grant Application in the amount of \$2,400 on May 5th, 2016. Port Henry Fire Department requests a foam nozzle, foam jet attachment, in-line eductor and 25 gallons of AR-AFFF foam concentrate for Engine 291. 3) NY/Vermont Port Authority Grant submitted with a request for \$5,000 towards the purchase of Sonar Devices for Boat 29. 4) 2015 Assistance to Firefighter’s Grant (\$215,000) Decision/Award – Pending.
- 2nd tour of 14 Church Street Building aka “Henry’s Garage” offered to representatives of Adirondack Architectural Heritage Organization and Deb & Tom Henry on Tuesday, May 3rd, 2016. Building under consideration to be added to National Registry of Historic Places.
- *Maintenance:* Engine 292 / Engine 291: Annual maintenance and inspection to be performed by Desorcie E-One Mobile Apparatus & Repair Service this month.

Deputy Mayor Brassard asked if the pH7 Committee had anything to report; they did not.

PUBLIC COMMENT PERIOD

There was no public comment.

BOARD DISCUSSION/REPORTS

Trustee Smyth thanked Mr. Perry for the tour of the Wastewater Treatment Facility that he gave to her and Trustee Davenport. Both agreed it is an amazing facility.

Trustee Davenport reported that National Grid Pole No. 7 on the pier is hollowed out at the base and poses a safety concern. Mr. Laing indicated that National Grid is aware of the issue. Deputy Mayor Brassard indicated that he would provide the office with pictures of the pole to forward to the Village’s National Grid representative.

Trustee Curran asked if anything has been done about the complaint received with regard to garbage and rodents at the trailer on Star Way. Deputy Mayor Brassard indicated that Bill Ball was going to contact the landlord.

Trustee Curran reported that he, Bill Ball and Whitney Russell from the State are looking into the house on Elizabeth Street and Senator Betty Little is also getting involved.

Mr. Laing informed the Board that there are cars with no plates located on Ridge Lane; one is up on blocks in the middle of the road. Deputy Mayor Brassard indicated it will be looked into.

Trustee Smyth asked when the Village Code Enforcement Officer attends meetings and provides reports to the Board. Trustee Curran indicated that the Board used to ask him to attend a Board meeting at least quarterly. Further discussion ensued with regard to the position, which Mr. Ball fills on a temporary basis. The Board decided to consult with Mr. Ball before advertising for a permanent Code Enforcement Officer, at a rate of \$15.00 per hour.

Deputy Mayor Brassard reported that the Village has replaced approximately 20 picnic tables at the campground, due to rot and some that have gone missing. He further reported that the campground seasonal opening on May 6th went well, despite having three water breaks that morning. Trustee Curran asked if the campground is full for the season and it was confirmed that the lakefront sites are currently full and the campground is booked full for Memorial Day weekend. Trustee Smyth indicated that she paid a visit to the campground and indicated that the Village DPW did a good job in preparing it for opening. Trustee Smyth indicated that the beach house/office building needs to be power washed and was informed that the manager will take care of it. Trustee Curran asked if the beach is still raked and was informed that the Village has Sam Meacham rake it periodically throughout the season.

Recurring Old Business: Zoning update; the revised Comprehensive Plan for the Village of Port Henry was distributed to the Board for review on April 28, 2016. The Board will hold a Public Hearing on the plan on Monday June 13, 2016 at 6:30 pm (before the regularly scheduled Board meeting at 7:00 pm) by motion from Trustee Smyth, seconded by Trustee Curran. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

Nan Stolzenburg of Community Planning and Environmental Associates will be present for the June 13th Public Hearing to review the Comprehensive Plan and answer any questions. Ms. Stolzenburg would also like to review the proposed zoning law with the Mayor and Board at that time.

Update on Manhole 13 Sanitary Sewer Reconstruction Project: Two of the three required easements have been received to date. Mr. Perry indicated that he has talked with the third landowner that an easement is needed from a couple of times in the past week and will contact him again, as he has a couple of concerns. Deputy Mayor Brassard and Mr. Perry indicated that the CP Rail permit has been issued and the Village is all set with the new pipe and will be meeting with Manfred Construction Company to review the associated costs.

Update on Rice Lane Project: New water lines will be installed on Rice Lane and seven residences will also receive new sewer lines. The plans have been submitted to the County for approval. Foundations will be labeled for services and hook ups.

Old Business: A motion was made by Trustee Davenport, seconded by Trustee Curran, to approve the April 5th Public Hearing and April 11, 2016 Board Meeting minutes. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

New Business: The April 2016 Accounts Receivable and Trial Balance Reports were presented to the Board for review. There is no monthly Water Adjustment Report, as no adjustments were made.

A motion was made by Trustee Curran, seconded by Trustee Smyth, to approve the May 2016 Water and Sewer billing in the amount of \$233,672.44 for the period of November 1, 2015 through April 30, 2016. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

The Board scheduled a Special Meeting on Friday May 27, 2016 at 10:00 am at the Village Hall to review and approve payment of the current fiscal year end bills and budget transfers, by motion from Trustee Smyth, seconded by Trustee Davenport. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

The Board was copied on a required SEQRA Resolution with regard to the Village of Port Henry Sewer and Water Line Replacement on Rice Lane, CDBG Project No. 937PR100-15. A motion to adopt said Resolution was made by Trustee Smyth and seconded by Trustee Curran; vote:

Aye: Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth

Absent: Mayor Guerin

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 the 9th day of May, 2016.

The Board was copied on a required Resolution; SEQRA Notice of Intent to Serve as Lead Agency for the Adoption of the Village of Port Henry's Comprehensive Plan. A motion to adopt said Resolution was made by Trustee Smyth, seconded by Trustee Curran, vote:

Aye: Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth.

Absent: Mayor Guerin

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 the 9th day of May, 2016.

A letter was received from the Moriah Senior Club requesting permission to hold a Coin Drop on Saturday July 16, 2016 from 9:00 am to 1:00 pm. The Village Clerk has confirmed the date is available. A motion was made by Trustee Davenport, seconded by Trustee Curran, to approve the request. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

The Board will hire returning lifeguards Sydney and Chloe Mitchell for the 2016 season at the Village beach; by motion from Trustee Curran, seconded by Trustee Davenport. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

A refund request of \$500 was received from Brandy McDonald on April 25, 2016 for campsite #55; they will not be able to camp this year due to building a new house. They plan to return for the 2017 season. A motion was made by Trustee Smyth, seconded by Trustee Curran, to approve the request. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

Trustee Smyth requested a discussion with regard to a "Welcome Sign" for the Champ RV Park and Campground. Trustee Smyth informed the Board that she has contacted the County for prices on a 12x36 inch "Welcome Campers" sign, with a white background. Deputy Mayor Brassard suggested getting prices on signs for the Board to review.

A motion was made by Trustee Davenport, seconded by Trustee Smyth, to approve the April 25th and May 9, 2016 bills for payment. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

Abstract Distributions

General \$44,198.60

Water \$3,774.32

Sewer \$1,175.16

Joint Activity \$16,154.92

Capital \$10,000.00

The Village will be closed on Monday May 30, 2016 in observance of Memorial Day. Garbage will be picked up in the Village on Tuesday, May 31, 2016.

The next regularly scheduled Meeting of the Village of Port Henry Board of Trustees will be held on Monday June 13, 2016, at 7:00 pm.

SECOND PUBLIC COMMENT PERIOD

John Viestenz asked what the status was with regard to the proposal on the cell tower lease. Deputy Mayor Brassard thanked Mr. Viestenz for the reminder and indicated that Supervisor Scozzafava took the proposal to the County for review and they feel that the Town and Village could get a better deal than what was being offered. Both the Town and Village would have to agree to the acceptance of the proposal.

Deputy Mayor Brassard called for further public comment; there was none.

A motion was made by Trustee Curran, seconded by Trustee Davenport, to adjourn the meeting at 7:53 pm. Yes; Deputy Mayor Brassard, Trustees Curran, Davenport and Smyth. Absent; Mayor Guerin, No; none, motion carried.

ADJOURNED

Denise C. Daly, Village Clerk