

REGULAR MEETING OF THE VILLAGE OF PORT HENRY
BOARD OF TRUSTEES

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

DATE: JANUARY 9, 2017

TIME: 7:00 PM

PRESENT: Mayor Ernie Guerin, Trustees Matt Brassard, Mark Davenport and Linda Smyth; Village Clerk Denise Daly; Treasurer Janelle Jurkiewicz; Deputy Superintendent of Water and Streets Daniel (Digger) Laing; Code Enforcement Officer Bill Ball and Port Henry Fire Department Chief Jim Hughes.

ABSENT: Trustee Jim Curran.

ATTENDANCE: John Easter, Lohr McKinstry, Dean McLaughlin, Moriah Chamber of Commerce President Cathy Sprague and Ann Tesar.

The following documents were distributed to the Board for review prior to the meeting: the January 9, 2017 Meeting Agenda, the Board meeting minutes for December 12, and 13, 2016, the January 2017 Treasurer's Report and the PERMA Claims Experience Member Reports. A list of other documents distributed to the Board for review prior to the meeting are on file in the January 9, 2017 Board Meeting file located in the office of the Village Clerk. The meeting agenda was also made available to those in attendance and is posted on the Village's webpage at: www.porthenrymoriah.com.

Mayor Guerin called the meeting to order at 7:01 pm, led the salute to the flag and thanked everyone for attending.

DEPARTMENT HEAD REPORTS

Digger Laing provided the monthly DPW Report as follows:

- Garbage and recyclable pick up continues as scheduled.
- Essex County helped with hanging Christmas lights in the Village.
- The Dodge was recently serviced in Greenwich, NY.
- One sewer plug was reported on Lewald Street; a pipe collapsed, was patched and is working fine now. The Town as well as Chip Perry and Pete Towns assisted with the repair.
- One water issue was reported on Bridge Street at the Rowe residence. There is a shared water line for the (yellow) house and single wide trailer next to it. A new water service will need to be installed however the water main is in the middle of the road therefore the road will need to be dug up in order to get to the main. The house is currently vacant.
- A water line froze up at 5 Oak Lane; the property has been vacant for a while now. The curb stop was located after digging and the water was shut off to the house.
- Snow/ice removal and clean up of Village streets continues as needed.
- Vehicle maintenance continues as needed.

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

PHFD has responded to eighty-one (81) calls for 2016: (2) for January, (6) for February, (5) for March, (4) for April, (9) for May, (7) for June, (10) for July, (5) for August, (5) for September, (11) for October, (8) for November and (9) for December.

Avg. Response Time: 2.72 minutes; Avg. Number of Responders: 9.34.

2016 PESH Report:

(81) Calls:	844.69 Man-hours
OSHA Training:	419.50 Man-hours
Additional Training/Participation:	1,469.00 Man-hours
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Total:	2,733.19 Man-hours

Maintenance:

- 1994 E-One Engine 291 – Emergency Light bar failure. New LED light bar ordered. Will be installed this week.

Bill Ball reported that a couple of new business' have recently opened in the Village; The Cake Shop and Café and the Village Inn and Red Brick Café.

PUBLIC COMMENT PERIOD

Moriah Chamber of Commerce President Cathy Sprague thanked the Village Board for their continued support and increase in annual allotment. Ms. Sprague also extended her thanks and appreciation to Denise Daly, Janelle Jurkiewicz and the DPW; who have all created a great working relationship with the Chamber. Ms. Sprague asked the DPW to please remove the three wooden boxes in the island between the Mac's parking lot and 9N. Ms. Sprague informed the Board that she has read the proposed Zoning Law and requested that the Board keep the law as simple as possible. Trustee Brassard indicated that the Board would discuss this issue in further detail later in the meeting as indicated on the agenda.

Chief Hughes asked if the speed light by Sleeper's Repair will be fixed. Trustee Brassard indicated that it would be taken care of.

BOARD DISCUSSION / REPORTS

Trustee Brassard reported that \$22,000 of Chips funds can be used to offset the cost of the binder for the Rice Lane Project and that the Town will also use Chips funds to complete the top coat in the spring. There are also a few repairs to drains, sidewalks, etc. that will be taken care of in the spring. The project may run a few thousand dollars over the allocated grant amount of \$600,000.

Trustee Brassard indicated that interviews were recently held for an emergency DPW hire after losing another DPW employee and having one out on light duty, leaving a three man crew. After reference checks were conducted the Village hired Tim Breeyear and Lucas Cutting as Laborer's on January 5, 2017. The Town Highway Supervisor indicated that both hire's would be eligible to transfer to the Town if they obtain their CDL permits before March 31, 2017.

Mayor Guerin provided the following update on the Manhole 13 Project: the generator is in the process of being wired. The zip lining inside of the pipe may have to be put out for bid and will be completed in the spring. A portion of the 0% interest loan will help to offset the cost.

Mayor Guerin provided the following update regarding the proposed Zoning Law: the preamble and resolution were reviewed and approved by the Village attorney and the Board has been copied on both, as well as the most recent version of the proposed Zoning Law. Further modifications will be made to the law per Mayor Guerin to make it simpler and less restrictive; it will then be forwarded to Supervisor Scozzafava for review and then to the consultant for incorporation. An additional Public Hearing may be required before its adoption.

Old Business: A motion was made by Trustee Brassard, seconded by Trustee Davenport to approve the December 12th and 13th, 2016 Board meeting minutes. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

New Business: The December 2016 Accounts Receivable, Trial Balance and monthly Water Adjustment Reports were presented to the Board for review.

A 30 day Notice to Municipality was received via certified mail on January 4, 2017 from Tim Bryant on behalf of the Red Brick Café as a requirement in applying for a liquor license through the NYS Liquor Authority, and will remain on file in the Office of the Village Clerk.

The Village Board declared the following five (5) items surplus, each “As is with No Warranty”. Each bid was publicly opened and read aloud in the order in which they were received as follows:

1.) One Double Drum Asphalt Roller; new 9hp motor with chain drive, excellent condition, 3 work hours.

Bidders: Hannah Kravitz; \$751.23 and Darren Dickerson \$416.00.

Award: A motion was made by Trustee Brassard, seconded by Trustee Smyth to award the surplus bid to Hannah Kravitz in the amount of \$751.23. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

2.) One Gravely walk behind sweeper, approximately 30 years old.

Bidders: Chuck Bryant; \$59.00 and Darren Dickerson; \$378.00.

Award: A motion was made by Trustee Brassard, seconded by Trustee Davenport to award the surplus bid to Darren Dickerson in the amount of \$378.00. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

3.) One EZ GO Electric Golf Cart

Bidders: Chuck Bryant; \$278.25, Walt Wojewodzc \$599.00 and Darren Dickerson; \$116.00.

Award: A motion was made by Trustee Brassard, seconded by Trustee Davenport to award the surplus bid to Walt Wojewodzc in the amount of \$599.00. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

4.) One Pump out Wagon; 275 Gal with pump.

Bidders: Darren Dickerson; \$56.00.

Award: A motion was made by Trustee Brassard, seconded by Trustee Davenport to award the surplus bid to Darren Dickerson in the amount of \$56.00. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

5.) 1986 Ford F-600 Flatbed; 2x4, 370-2V, 7903 miles.

Bidders: Chuck Bryant; \$515.00 and Darren Dickerson; \$421.00.

Award: A motion was made by Trustee Brassard, seconded by Trustee Davenport to award the surplus bid to Chuck Bryant in the amount of \$515.00. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

Mayor Guerin indicated that Treasurer Jurkiewicz has suggested that a spending freeze be implemented for all non essential purchases until March. Treasurer Jurkiewicz explained that cash flow may become an issue due to people not paying their property taxes. \$134,000 was re-levied to Essex County in unpaid 2016 Village property taxes and the Village had to pay off \$60,000 on the fire truck. There is also currently \$127,000 in outstanding Water and Sewer bills. It also remains to be seen what the rest of the winter will bring and there is a large debt payment of \$42,000 due in February for the water plant. Treasurer Jurkiewicz indicated that this is a “cash flow” issue, not a budget issue.

Trustee Davenport asked where the Village is at compared to last year and Ms. Jurkiewicz indicated the Village is no worse off this year than it was last year as there has been a cash flow issue for the past few years. Treasurer Jurkiewicz also indicated that she is not sure what additional expenses may come about as a result of dissolution, as the Village is still waiting for reimbursement for dissolution expenses that had to be paid up front with regard to the formation of the fire district. It is also unclear at this point where the funding for the new fire district will come from. Taking all of this into consideration, Ms. Jurkiewicz indicated that a spending freeze is necessary at this time, for all non essential spending and purchases; the Board agreed.

A discussion ensued with regard to placing additional equipment and items out for surplus. The Board determined that Mr. Laing will put together a list of equipment/items and obtain the values of the backhoe and loader for the Board to review before any additional items are declared surplus.

Mayor Guerin asked what will become of the Manger scene that is placed in the Village Park every year at Christmas time. Trustee Davenport and Chamber President Cathy Sprague decided that they will come up with a plan for storing and displaying the Manger scene annually and will speak with the Town regarding such.

SECOND PUBLIC COMMENT PERIOD

Trustee Brassard informed the Board that we are on our last roll of garbage stickers. The Village purchases the garbage stickers from the Town at a cost of \$2,500 a roll. The Board decided that when the remaining stickers have been sold, people can go to the Town to purchase garbage stickers as need. They are also sold at various businesses throughout the Town.

Chief Hughes indicated that he recently read an article in the paper that claimed the annual profit for the Village Campground is \$18,000? Trustee Brassard indicated that figure is incorrect. The budgeted profit is 33%; \$33,000.

Cathy Sprague asked what will become of Coin Drops when the Village dissolves. Mayor Guerin indicated that the Town will take over the Coin Drops, if they choose to, or can allow them.

Mayor Guerin called for further public comment; there was none.

A motion was made by Trustee Brassard, seconded by Trustee Davenport to approve the December 27, 2016 and January 9, 2017 bills for payment. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

Abstract Distributions:

General \$72,339.74

Water \$4,679.60

Sewer \$77,694.43

Joint Activity \$8,064.25

Capital \$573,642.79

The Village will be closed on Monday January 16, 2017 in observance of Martin Luther King, Jr. Day. Garbage will be picked up on Tuesday January 17th.

The next regularly scheduled meeting of the Village of Port Henry Board of Trustees will be held on Monday February 13, 2017 at 7:00 pm at the Village Hall.

A motion was made by Trustee Brassard, seconded by Trustee Smyth to adjourn the meeting at 7:58 pm. Yes; Mayor Guerin, Trustees Brassard, Davenport and Smyth. No; none. Absent; Trustee Curran, motion carried.

ADJOURNED

Denise C. Daly, Village Clerk