

**Village of Alexandria Bay  
Regular Board Meeting  
November 13, 2018**

**Pledge of Allegiance:** 5:30 PM

**Roll Call:**

**Trustee Erck-present**

**Trustee Reynolds: present**

**Mayor Jarvis: present**

**Trustee Hillick-absent**

**Trustee Fulmer-present**

**Public Concerns:** Terry Satterly representing the tennis community talked about the tennis court cracks getting bigger every year, the courts also need to be resurfaced. Trees are growing under the courts and roots need to come out. 2 groups are raising funds, PAYIT and Foundation for Community Betterment; they don't have enough money yet and are looking for other sources for funding ; Mayor Jarvis said that the Village will still have to have the project bid out. Bud Garlock spoke on the Tennis Courts and asked who would be in charge of the repairs, would the Foundation For Community Betterment and PAYIT be able to be in charge of the improvements or would the Village have to be in charge? Attorney Burrows states that if the cost is over \$ 35,000 and a sealed bid process would have to be done. Attorney Burrows states that a committee could be set up to oversee the project. A committee of 5 will be set up. (Trustee Erck, newly elected Trustee Millett a PAYIT and a BETTERMENT member along with Terry Satterly would sit on the Committee)

**Correspondence:** A letter from Faye & Carol Babcock and Mary Ann Matthews was read and they will no longer be able to maintain the Victory Garden due to time and various other commitments.

**Minutes: Motion by:** Trustee Erck, seconded by Trustee Fulmer to approve minutes from the October 9, 2018 meeting, all in favor, Motion carried.

**Bills: Motion by:** Trustee Reynolds, seconded by Trustee Fulmer to approve Abstracts # 10 and # 11 as presented,all in favor, motion carried.

Abstract # 10	Abstract # 11
General: \$ 13,103.30	General: \$ 45,502.77
Water: \$ 1,826.85	Water: \$ 13,786.05
Sewer: \$ 2,029.71	Sewer: \$ 13,805.03
Capital: \$ 0.00	Capital: \$ 1,501.14
TA: \$ 213.00	TA: \$ 0.00
Total: \$ 17,172.86	Total: \$ 74,594.99

**Trustee Reports: Trustee Erck:** Hearts for Youth submitted a bill for payment: Trustee Erck feels that the Village should not be paying the insurance for this program. Trustee Erck also spoke of the Village Attorney attending Court proceedings and correspondence. Mr. Burrows states he won't be attending Court on a regular basis and will only attend when is needed. Several files are open with the Court and they will be sent to County for Civil Judgement. Pirates Weekend tickets are going to be worked on and discussion on docking management will be looked into. The Court is spending too much time trying to collect on these tickets. A Sewer Plant issue happened last weekend, a fuse blew with National Grid, the generator was low on propane but kept the plant flowing.

**Trustee Fulmer:** Ticket situations on the docks are being worked on, An ATM and credit card machine for the dock are being discussed and dock attendants were also discussed.

**Trustee Reynolds:** Mayor Jarvis thanked Trustee Reynolds for his service on the Board over the last 2 years. The Golf Course and Tennis Courts are closed for the winter. The Water Plant filters are being priced for reconstruction or replacing. Stainless steel bodies are being discussed. A Fire Hydrant was an issue and Superintendent Parrow will report on that.

**Superintendent Parrow:** A Fire Hydrant was damaged when the Fire Department was working them. The Fire Department got the valve shut down and was a good training key. Benches have been picked up. Signs off the Docks, Parking meters are down, Sanders and plows are on, leaf and brush are being picked up when possible; Trash cans have been picked up. The fly wheel went out on the cardboard

**Village of Alexandria Bay  
Regular Board Meeting  
November 13, 2018**

truck and was repaired in-house. Flags are down, holiday banners are up. Safety on excavating is a new mandatory by Dig Safe and Superintendent Parrow has set up a safety class at the Municipal Building December 5<sup>th</sup>, 2018. The class is \$ 25.00 per person for selected employees. Trustee Reynolds asked when the Village will be done picking up leaves, weather is the factor on leaves Superintendent Parrow says.

**Zoning Officer Report:** The comprehensive plan has had 99 responses which Mr. Shimel feels is a great response, by late next summer a general plan may be compiled by the County for consideration and presentation. Mr. Shimel asked the DPW to go to 8 Walton Street and cut some vines and brush off the sidewalks. The property owner will be billed, if not paid by 30 days it will go on the Taxes, Concerns on a shed put on the Cavallario's steak house property were discussed. There is no setback for that property and a permit was issued. Mr. Shimel asked Bernier & Carr for a better modified concept for the Hospital and Monticello, he feels he needs a more complete set of plans, no setback or dimensions are included. They will have to go back to the County for review when presented.

**Police Report:** The Police department had 20 complaints, 2 arrests, 6 vehicle and traffic violations, 15 building checks and 5 parking tickets written. Report submitted by OIC Joshua David.

**Dog Report:** 1 complaint, not resolved, no tickets written, no seizures and no returns. Report submitted by Jan Martin, Dog Control Officer.

**Edgewood Resort Sign Request: Motion by:** Trustee Fulmer, seconded by Trustee Reynolds to approve a new sign for the Edgewood Resort on the Corner of Church and Otter Street. Mr. Shimel stated for the record that in old minutes it was discussed about possibly moving the sign further down the Street, The sign will be moved approximately 5 feet down the Ridleys stated. Mr. Shimel has no problem with it being where it is now proposed, all in favor, Motion carried.

**Old Business:**

**LWRP:** The Town of Alexandria is in the process of having a resolution drawn up by their attorney for possible adoption at their next scheduled meeting on the LWRP.

**Fire Truck Financing:** The process is moving forward for the Pumper for the Fire Department, The Village is working out the financing with Municipal Solutions.

**Asset Management: Motion by:** Trustee Reynolds, seconded by Trustee Fulmer to authorize the Mayor to enter into an agreement with the Development Authority of the North County to provide technical services from the authority to conduct an inventory of water, wastewater and general fund infrastructure and to develop a plan for the Village to manage these assets. With services to include Basic Services, Options A and B not to exceed \$ 14,500.00, all in favor, Motion carried.

**Sexual Harassment Policy: Motion by:** Trustee Erck, seconded by Trustee Fulmer to adopt the Sexual Harassment Policy for the workplace given to all employees, all in favor, Motion carried.

**IT Services: Motion by:** Trustee Fulmer, seconded by Trustee Reynolds to hire Superior Computer Services for the Village of Alexandria Bay's IT needs for \$ 35.00 per month for computers; all in favor, Motion carried.

**Police Car Radios: Motion by:** Trustee Fulmer, seconded by Trustee Reynolds to authorize the purchase of Radios for the Police Cars for the price of \$ 8,000.00, this is for extra radios that are mandated by the County, all in favor, Motion carried.

**Sarah Demo: Motion by:** Trustee Erck, seconded by Trustee Fulmer to hire Sarah Demo as a part time clerk on a Voucher system, if an individual makes under \$ 600.00 a year they can be on a voucher system, not an employee, all in favor, Motion carried.

**Village of Alexandria Bay  
Regular Board Meeting  
November 13, 2018**

**New Business:**

**Chamber of Commerce 2019 Events; Motion by:** Trustee Reynolds, seconded by Trustee Fulmer to approve all scheduled events for the 2019 season for the Chamber of Commerce with open discussion about management of events, Attorney Burrows states the Village has control via Municipal Code (Chapter 38), all in favor, Motion carried.

**Jim & Mary Cummings Request: Motion by:** Trustee Reynolds, seconded by Trustee Erck to deny the request for reimbursement to the Cummings for work done on their personal property for water problems on their property for the amount of \$ 443.00, all in favor, Motion carried. Discussion of ownership of the pipe and recommendations on what to do with the pipe will be researched for the next meeting.

**Taxes to Real Property: Motion by:** Trustee Erck, seconded by Trustee Reynolds, to authorize Clerk-Treasurer Briere to send the delinquent taxes back to Jefferson County for the amount of \$ 50,661.80, all in favor, Motion carried.

**Annual Meeting: Motion by:** Trustee Erck, seconded by Trustee Reynolds to authorize the Annual Meeting to be held December 3, 2018 at 5 pm, all in favor, Motion carried.

**Jarrett Parrow Time: Motion by:** Trustee Fulmer, seconded by Trustee Reynolds to allow Jarrett Parrows vacation time to roll over into his new anniversary date; with the stipulation he use it and not let it build further, all in favor, Motion carried.

**Correct Water Bill: Motion by:** Trustee Erck, seconded by Trustee Reynolds to authorize the adjustment to the water bill for account # 30122001 to be changed from \$ 546.46 to \$ 59.96 due to imputing the reading incorrect, all in favor, Motion carried.

**Cerow Agency Water Bill: Motion by:** Trustee Erck seconded by Trustee Reynolds to change the Sewer bill to decrease the water portion by \$ 112.50 to reflect the water leakage for Cerow Agency, all in favor, Motion carried.

**Justice Court Fines:** discussed in Trustee Erck's report.

**Mini Excavator: Motion by:** Trustee Erck, seconded by Trustee Fulmer to approve the purchase of a mini excavator for the cost of \$ 58,683.77 from Chips funds for a 3052E2 mini excavator on a state bid price to include a coupler, thumb and a 24 inch bucket, Chips had \$ 62,000 in funds, all in favor, Motion carried.

**Public Concerns:** Brent Sweet asked the Village about delinquent taxes sent back, The Village only sends back taxes in November, we send our delinquent water and sewer in April to go on our June taxes. Mr. Sweet also spoke of dockage issues when he was on the Board and Treasurer Cullen went to the docks early in the am with a Police Officer to collect funds. The Village did a Scoff procedure to collect funds.

**Executive Session:** None

**Regular Session:**

**Adjourn: Motion by:** Trustee Erck, seconded by Trustee Reynolds at 7:13pm, all in favor, Motion carried.

**Molly Briere**

**Clerk-Treasurer**

