

January 12, 2016

At the organizational meeting of the Town Board of the Town of Champlain held on January 12, 2016 at 7:00 P.M. at the Town Offices. Present were Supervisor Barcomb, Council Members Southwick, Herdic, Cooper, Moore, Attorney William Favreau, Highway Superintendent Racine, and Town Clerk Castine.

Also, present was, Anthony Young, Matt Cooper, Joe Leduc, Wayne Ryan and Mayor Greg Martin.

Supervisor Barcomb opened the meeting at 7:00 P.M. After the opening prayer and a salute to the flag he then greeted the public.

Supervisor Barcomb presented a plaque to Joe Leduc for his 12 years of service on the Zoning Board and thanked him.

Supervisor Barcomb stated Joe Leduc would like to remain as an alternate to the board so a motion is needed to approve Joe as an alternate.

Council Member Herdic made a motion to appoint Joe Leduc as an alternate to the Zoning Board of Appeals. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Cooper	Aye
Council Member Herdic	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb asked the board members present that having received a copy of the minutes of the December 8, 2015, and December 28, 2015 meeting did anyone note any errors or omissions?

Council Member Southwick moved to approve the December 8, 2015 minutes. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Cooper	Aye
Council Member Herdic	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Council Member Cooper moved to approve the December 28, 2015 minutes. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Cooper	Aye
Council Member Herdic	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb made the following appointments.

Deputy Supervisor	John Cooper
Grant Committee	Bryan Moore John Cooper Michael Tetreault Jr.
Water & Sewer Committee	Stephen Southwick John Cooper Michael Tetreault Jr.
Highway Committee	John Cooper Bryan Moore
Building Committee	Bryan Moore Clarke Herdic
Emergency Preparedness Committee	John Cooper Clarke Herdic
Handicap Discrimination Committee	Bryan Moore Larry Barcomb
Town Policy Committee	Larry Barcomb Clarke Herdic
Zoning Committee	Stephen Southwick
Planning Committee	Clarke Herdic
Landfill Committee	Stephen Southwick Bryan Moore

Code/Zoning Officer	Michael Tetreault Jr.
Registrar Vital Statistics	Julie Castine
Budget Officer	Jane West
Harassment Officer	Jane West
Fix Assets Record Clerk	Jane West
Budget Officer	Larry Barcomb
Harassment Officer	Jane West
Fix Assets Record Clerk	Jane West
Youth Director	Linda Fredette
Cable Franchise	Clarke Herdic
Dog Control Officer	Kaleigh Mills
Fire District Liaison	Stephen Southwick
Safety Officers	Michael Tetreault Jr.
Board of Assessment Review	Bryan Moore
Parks & Youth Programs	Clarke Herdic Bryan Moore
Shared Services	Stephen Southwick John Cooper
Historian	Tom Mandeville

Council Member Southwick moved to approve Supervisor Barcomb's appointments as submitted and read. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye

Council Member Moore Aye
Supervisor Barcomb Aye
Motion Carried.

Supervisor Barcomb presented the following Town Policies for review.

- Personnel
- Conflict of Interest
- Code of Ethics
- Sexual Harassment
- Drug Free Workplace
- Procurement
- Alcohol & Drug
- Safety & Health
- Investment
- Disaster Response
- Hazardous Material Response
- Hazardous Communication

After review Council Member Cooper moved to continue these policies as written, for the year 2016. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye
Motion Carried.

Supervisor Barcomb read salaries as listed in the 2016 Budget, as follows:

SUPERVISOR	\$19,000.00
COUNCIL MEMBERS	\$ 6,150.00 EACH (4)
SUPT. OF HIGHWAYS	\$19,503.00 ELECTED POS.
	\$34,116.00 FULL TIME
TOWN CLERK/ TAX COLLECTOR	\$26,564.00
ADDITIONAL DUTIES:	
WATER/SEWER CLERK	\$ 3,275.00
PLANNING/ZONING CLERK	\$ 9,725.00
JUSTICES	\$23,982.50 EACH (2)
MARRIAGE OFFICER	\$ 1,000.00
YOUTH DIRECTOR	\$ 6,150.00

BOARD OF ASSESSMENT	\$ 300.00 EACH (5)
TOWN CLERK/REGISTRAR	\$ 1,000.00

Council Member Moore moved to approve the salaries as presented and read. Motion Seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to set the regular meeting night, the time and place.

Council Member Cooper moved to set the regular meeting night as the 2nd Tuesday of each month at 7:00 p.m. at the Town Office. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to designate the banks as official depositories of Town funds.

Council Member Southwick moved to designate the following banks as official depositories for Town Funds. – Champlain National – Community Bank – TD Bank North. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to designate the Town of Champlain Official Newspaper.

Council Member Herdic moved to designate the Press Republican as the official newspaper for the Town of Champlain. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Abstain
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to designate the Official Town Attorney.

Council Member Southwick moved to approve Attorney William Favreau from O'Connell and Aronowitz Office as Town Attorney. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to designate an Official Town Attorney for Zoning and Planning.

Council Member Moore moved to approve Attorney Thomas Murnane from Stafford, Owens, Curtin & Trombley and John Clute Offices as the Town Attorney for Planning and Zoning. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to set a mileage rate reimbursement for 2016.

Council Member Southwick moved to set the mileage rate to reimburse officials using their own car on Town business at \$.54 per mile. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to approve \$100.00 donation to local Veterans organizations.

Council Member Cooper moved to approve \$100.00 donation to local Veterans organizations upon submission of a voucher. Motion seconded by Council Member Southwick.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated approval is needed to authorize payment in advance of audit of claims for public utility services, postage, freight, express charges and all payroll related deductions.

Council Member Cooper moved to approve authorize payment in advance of audit of claims for public utility services, postage, freight, express charges and all payroll related deductions. Motion seconded by Council Member Southwick.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb read the following Resolution and stated approval is needed.

Financial Resolution: in lieu of filing the Town's financial report by the Supervisor, with the New York State Audit and Control, he is authorized instead to file a copy of the annual report, given to the State Comptroller's Office, within sixty days of the close of the fiscal year, and further forward a copy of the proof of publication, of said report, in the official town newspaper, when filing with the said Audit and Control.

Council Member Moore moved to approve the Financial Resolution as presented and read. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb read the following resolution and stated approval is needed.

Post Audit Resolution: authorizing the payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims shall be presented at the next regular meeting for audit, and the claimant and the officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the town board.

Council Member Southwick moved to approve the Post Audit Resolution as presented and read. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have your Town Clerks Report for the month of December for your review.

Council Member Southwick made a motion to approve the Town Clerks Report for the month of December as presented. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have your Prebill Report for Water and Sewer bills that needs approval.

Council Member Southwick made a motion to approve the Prebill Report for water and sewer bills as presented. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have your Planning and Zoning Board Minutes for your review.

Supervisor Barcomb stated you have information from the Association of Towns regarding the annual meeting in February but no one will be attending.

Supervisor Barcomb stated you have information from Attorney William Favreau regarding the 2016 Professional Service Contract which the hourly rate has increased.

Council Member Cooper made a motion to approve the following agreement:

AGREEMENT

THIS AGREEMENT made this 12th day of January, 2016, between the TOWN OF CHAMPLAIN, Clinton County, New York, a municipal corporation with its principal place of business at Town Hall, Champlain, New York 12919, party of the first part, (TOWN) and O'Connell and Aronowitz, WILLIAM A. FAVREAU of Counsel residing at 206 West Bay Plaza of Plattsburgh, Clinton County, New York 12901, with a place of business at 206 West Bay Plaza, Plattsburgh, Clinton County, New York 12901, party of the second part, (ATTORNEY).

WITNESSETH:

WHEREAS, on January 12, 2016, the party of the first part duly adopted a resolution at a meeting of its Town Board retaining the party of the second part on a contract basis as attorney for the Town of Champlain for the calendar year of 2016; and

WHEREAS, the party of the second part, after conferring with the Supervisor and Town Board Members of the party of the first part, has agreed to render the requested legal services for the party of the first part, including attending Town Board meetings, preparing resolutions, preparing legal documents, counseling the Supervisor, the Town Board, and the heads of other departments of the party of the first part;

NOW, THEREFORE, it is hereby mutually agreed by and between the parties hereto as follows:

1. **Duties:** The party of the first part hereby retains the party of the second part to render legal services on matters referred to him by the Supervisor and/or the Town Board of the Town of Champlain and the party of the second part agrees to render such services to the party of the first part. The services required of the party of the second part shall be attendance at all meetings of the Town Board, unless excused from a particular meeting by the Supervisor of the party of the first part by reason of illness or a conflict with an overriding commitment; counseling the Supervisor and members of the Town Board and department heads of the party of the first part with reference to municipal matters pertaining to the party of the first part; assisting in the preparation of required resolutions for consideration by the Town Board of the party of the first part; and performing such other legal services for the party of the first part as may be agreed upon by the parties hereto.

2. **Term:** The term of this agreement shall be for the period commencing January 1, 2016 and ending December 31, 2016.

3. **Additional Duties:** Appearances for the party of the first part in a court of record shall not be covered by this agreement unless the party of the second part agrees to render such services as part of this agreement. In addition, the parties may from time to time agree that certain matters fall outside the normal duties as contemplated by this

agreement, and in such cases, the parties may mutually agree on the additional compensation that would be appropriate in such cases.

4. **Consideration:** The parties hereto agree that the total amount to be paid by the party of the first party to the party of the second part during the term of this agreement shall be the sum of **ONE HUNDRED AND 40/100 DOLLARS (\$140.00) per hour for Town Board Meetings, and all additional legal services as needed, plus any necessary authorized disbursements.** The party of the second part shall submit to the party of the first part on the 1st day of each month during the term of this agreement, a monthly voucher statement for said legal fees and/or disbursements, due and payable for legal services rendered. The party of the second part shall not be entitled to mileage for attending Town Board meetings and other necessary trips to the Town Hall in Champlain, New York.

5. **Independent Contractor:** Party of the second part is an independent contractor and shall not be considered an employee of the party of the first part and shall not be entitled to any benefits under this agreement except that party of the second part will be entitled to protection under the Errors and Omissions Insurance Policy of the party of the first part.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

Motion seconded by Council Member Southwick.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have a letter from Patty Goodell the classes available at CV-TEC. There are over 25 courses they offer and there will be an open house in a couple of weeks if anyone wishes to attend.

Council Member Southwick stated recently he had a meeting with a representative from CV-TEC and they do offer many different services.

Supervisor Barcomb stated you have a letter from PERMA regarding accepting nominations for safety person of the year.

Supervisor Barcomb stated you have a letter from Clinton County Health Department regarding a boil water lift and everything has been fixed.

Supervisor Barcomb stated you have a letter from Empire State Development regarding the Strategic Planning and Feasibility Study Program of the Great Chazy River Revitalization Project and it states we were not approved for the CFA solicitation.

Council Member Southwick stated what can we do now.

Engineer Matt Cooper stated that the Town was not approved for the Grant to do a study on the dredging of the Great Chazy River but I can do a proposal up to see what it would cost the Town for me to do a study.

Supervisor Barcomb stated we were informed that there is no money for studies.

Supervisor Barcomb stated you have a letter from Agriculture and Markets regarding the Municipal Shelter Inspection Report and Dog Control Officer Inspection Report for your review.

Supervisor Barcomb stated you have a letter from the Clinton County Health Department regarding the children with special health care needs program.

Supervisor Barcomb stated you have a letter from Clarke Herdic resigning from the position of the Board of Assessment Review.

Council Member Southwick moved to approve Clarke Herdic's resignation from the Board of Assessment Review. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Abstain
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have a letter from Office of the Commissioner regarding the Water Quality Improvement Project #52936 for the Town Salt Storage Facility which the Town has received up to \$500,000 through the Water Quality Improvement Project Program.

Supervisor Barcomb stated you have a letter from New York Department of Transportation regarding shared services agreement between NYSDOT and the Town of Champlain.

Highway Superintendent Racine said to go along with the agreement.

Council Member Cooper made a motion to approve the following agreement:

Shared Services Agreement Between NYSDOT and the Town of Champlain

This Agreement, dated January 12, 2016 between the People of the State of New York, hereinafter referred to as "State" of NYSDOT" and the Town of Champlain, New York, hereinafter referred to as "Municipality." Pursuant to Section 99-r of the General Municipal Law, the State and the Municipality wish to share services, exchange or lend materials or equipment which shall promote and assist the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties resources. The State and the Municipality agree to share services as follows:

1. Description and cost of Services, Materials or equipment to be shared for any undeclared Emergency Events. Costs to be determined at a later date. The total amount of the agreement shall not exceed ten thousand dollars (\$10,000.00)
2. The Provider's employees shall remain under full supervision and control of the Provider. The parties shall remain fully responsible for their own employees for all matters, including but not limited to, salary, insurance, benefits and Workers Compensation.
3. If the borrowed machinery or equipment is damaged or otherwise needs repair arising out of or in connection with the Recipient's use, the Recipient shall be responsible for such repairs.
4. The Municipality agrees to indemnify the State for any and all claims arising out of the Municipality's acts or omissions under this Agreement. The State agrees to indemnify the Municipality for any and all claims arising out of the State's acts or omissions under this Agreement.
5. The term of this Agreement shall be for one (1) year. The parties will endeavor to provide no less than thirty (30) days' notice of its intent to extend the Agreement. Either party may revoke this Agreement, with or without cause, by providing sixty (60) days written notice of such revocation. Upon revocation, any outstanding obligations of the parties must be satisfied within thirty (30) days of the date of such revocation.

Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye

Supervisor Barcomb Aye
Motion Carried.

Supervisor Barcomb stated you have a letter from Real Property Tax Service Agency regarding their January work schedule.

Supervisor Barcomb stated you have a letter from Tami Trembley requesting to be a Board of Assessment Review Member.

Council Member Moore made a motion to appoint Tami Trembley to the Board of Assessment Review Board. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated you have a letter from Clinton County Health Department regarding rabies vaccinations required for dogs.

Supervisor Barcomb stated you have a letter from Northeastern Clinton Central School District requesting a reducing the speed zone on Prospect Street between the Gamlaw Road and the bus garage.

Council Member Herdic made a motion to pass a resolution to do the necessary paperwork to request a reduction in speed on Prospect Street between the Gamlaw Road and the bus garage. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to pass a resolution for a standard work day for Judge Labonte.

Council Member Southwick made a motion to pass a resolution for a Standard Work Day and Reporting Resolution for a 6 hour work day for Judge Labonte. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb stated we need to open a checking account for the Consolidated Water District.

Council Member Cooper made a motion to approve opening a checking account for the Consolidated Water District. Motion seconded by Council Member Southwick.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Supervisor Barcomb asked Highway Superintendent Racine if he had anything to report on?

Highway Superintendent Racine stated the only thing I had was for the board to pass the resolution for the reduction of speed on Prospect Street and you have already done that.

Supervisor Barcomb asked Town Clerk Castine if she had anything to report on?

Town Clerk Castine stated the Town Board needs to approve Janice Letourneau as Marriage Officer.

Council Member Southwick moved to appoint Janice Letourneau as Marriage Officer. Seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye

Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye

Motion Carried.

The Clerk made the following appointment.

Jane West as Deputy Town Clerk/Tax Collector/Registrar of Vital Statistics

Council Member Cooper moved to approve the Town Clerks appointment of Jane West as Deputy Town Clerk/Tax Collector/ Registrar of Vital Statistics. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye

Motion Carried.

Town Clerk Castine stated the board needs to pass the Township or Municipal Board Authorization Resolution.

Council Member Southwick made a motion to pass the Township or Municipal Board Authorization Resolution. (see attached Resolution) Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye

Motion Carried.

Town Clerk Castine stated last month there was a public hearing on Local Law #4 of 2015 to establish Town of Champlain Consolidated Water District Law but the board didn't vote on the law because you wanted to review it due to some minor changes so this law needs to be voted on tonight but we need to change it to Local Law #1 of 2016. We do not have to republish it because there were only minor changes.

Attorney William Favreau stated that is correct.

Council Member Southwick made a motion to approve Local Law #1 of 2016 Establishing Town of Champlain Consolidated Water District Law. Motion seconded by Council Member Moore.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Council Member Moore stated if we need to make any changes with the law can this be done by board resolution?

Attorney William Favreau stated if there are any rate changes it can be done by board resolution.

Town Clerk Castine stated the board needs to approve the Water District #6 Disbursement Approval #17 from Bernier and Carr, Statewide Aquastore, Atlantic Testing and O'Connell and Aronowitz for \$389,877.11.

Council Member Southwick made a motion to approve Water District #6 Disbursement Approval #17 as presented and read for \$389,877.11. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye
Council Member Moore	Aye
Supervisor Barcomb	Aye

Motion Carried.

Council Member Southwick asked where do we stand with the amount owed to Aquastore for the water towers?

Engineer Matt Cooper stated they are about 80% paid.

Supervisor Barcomb stated we need to approve the Resolution of standardization of service brass for the Village and Town of Champlain shared services water project.

Council Member Moore made a motion to approve the following resolution:

RESOLUTION OF STANDARDIZATION OF SERVICE BRASS FOR THE VILLAGE AND TOWN OF CHAMPLAIN SHARED SERVICES WATER PROJECT

Whereas, the Village of Champlain and the Town of Champlain, through a Shared Services Water Project, presently use, and will continue to use, specific service brass (non-leaded) and for reasons of efficiency and economy have standardized all service brass throughout the Village of Champlain and the Town of Champlain: and

Whereas, the standardization promotes efficiency and saves money since maintenance work on the same type of service brass will require less labor, and economy will be promoted through the purchase of multiple service brass items and through the use of repair parts common to existing service brass, avoiding the need for investment in additional shelf stock: and

Whereas, the standardization of service brass (non-leaded) by A.Y.M. McDonald does not eliminate the need for the Village of Champlain and the Town of Champlain to solicit bids to obtain the lowest responsible bidders to supply the following items currently used by the Village and to be incorporated into the Shared Services Water Project.

All items incidental to the installation of water meters will be standardized to those manufactured by A.Y. McDonald to include but not limited to:

1. Meter setters (K horn)
2. Meter valves
3. Meter couplings
4. Check Valves
5. Meter Pits

In evaluating bid submittals, warranty coverage will be considered; and

Whereas, the Village of Champlain Board and the Town of Champlain Board have carefully studied and reviewed the recommendations of the Superintendent of Public Works for the Village of Champlain, therefore

Be it Resolved, for the reasons of efficiency and economy and pursuant to the authority conferred by subdivision 5 of section 103 of the General Municipal Law, it is determined by the Village of Champlain Board and the Town of Champlain Board that there is a need for standardization and the Boards do hereby continue the standardization of all services brass purchased for this Shared Service Water Project by the Village of Champlain and the Town of Champlain to be service brass by A.Y. McDonald to include but not limited to:

1. Meter setters (K horn)
2. Meter valves
3. Meter Couplings
4. Check valves
5. Meter pits.

Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye

Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye

Motion Carried.

Supervisor Barcomb stated you have a copy of the post audit bills for your review.

Supervisor Barcomb stated we need approval of the monthly bills.

Council Member Southwick approved to pay the monthly bills #1001 thru #1041 on Abstract #1 of 2016. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye

Motion Carried.

Supervisor Barcomb stated you have the letter regarding the consolidated district that needs to be sent to the residences of the District.

Council Member Moore stated if you see any changes to the letter please let me know because we would like to get the letters out Friday.

Attorney William Favreau in regards to the property the Town is trying to purchase for a sand pit it is subject to an appraisal. The Town cannot pay more than fair market value for the property and I have contacted a company for the appraisal but I am still waiting to hear from them on a price. We are trying to get this done quickly because the Town needs to go through the process with DEC for the mining permit and that takes awhile. The Appraisal could run \$2500.00 but it could be as high as \$7500.00 so I don't know if this board wants to approve up to \$3500.00 for the appraisal so we can get started.

There was discussion regarding the property being purchased for the sand pit.

Council Member Southwick made a motion to approve Attorney Favreau to have the appraisal done up to \$3500.00. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye

Council Member Moore Aye
Supervisor Barcomb Aye
Motion Carried.

Highway Superintendent Racine stated he would get a hold of DEC to see if we can get the process started with the mining permit before we own the land.

Engineer Matt Cooper stated he knows an independent firm that does appraisal and he would have them contact Attorney Favreau.

Engineer Matt Cooper stated the water project towers are 80% paid and almost complete. We need to go out to bid for the pipe work and have to schedule a meeting to open the bids for the pipe work.

There was much discussion regarding the process for the pipe line and it was stated to hold a Special Meeting on February 17th at 1:00 pm to open the bids for the pipe line work.

Engineer Matt Cooper stated we still have three easements that haven't been signed. One of the easements we are sure the land owner is going to sign but the other two do not look good.

Attorney William Favreau stated the Town Board should take the necessary steps to take over the two parcels for the easement which would be by eminent domain. There are many steps that need to be taken for the eminent domain but it is something we should get started on. We need to get appraisals done on the properties. I feel if we do not get started on this process then it will delay the project. One parcel is located on the Ridge Road and the other is the corner of Route 11 and Route 9. We need to schedule a public hearing for this and it should be done for the February meeting.

There was much discussion regarding the properties that will not sign the easements.

Council Member Southwick made a motion to schedule a public hearing for February 9th at 7:15p.m. for the eminent domain of Parcel Id. #33.-1-18.2 and #33.-1-12. Motion seconded by Council Member Herdic.

A roll call vote was as follows:

Council Member Southwick Aye
Council Member Herdic Aye
Council Member Cooper Aye
Council Member Moore Aye
Supervisor Barcomb Aye
Motion Carried.

Engineer Matt Cooper stated in regards to the sewer project DOT is working on it and when they are completed they will transfer everything to the Town. DOT will be paying around 800,000 for their project and then will turn it over to us. We are still applying for grants for the Sewer project and hopeful there will be funding available for the Town.

Council Member Southwick stated will Hudson Headwaters put their own sewer in.

Engineer Matt Cooper stated I believe they are constructing their own line to the Village Sewer.

Supervisor Barcomb stated is it correct for me to say that the gentlemen that owns the property near Rite Aid stated he would pay for his EDU cost.

Engineer Matt Cooper stated yes he stated he would cover his cost to bring the line across Route 11. He is not sure when construction will start on his property but is will to pay for his EDU cost.

Attorney William Favreau stated we need something in writing from him agreeing to this.

It was stated for Attorney William Favreau to write something up regarding the property near Rite Aid.

Supervisor Barcomb stated we have two engineers this evening that have given us proposals for the salt shed which we recently received a 500,000 grant. This is something we need to make a decision on soon.

Council Member Cooper stated we just received theses proposals this evening and we need time to review them before any decisions are made.

It was stated that a Special Meeting will be held on Tuesday January 19th at 1:00 pm to award the salt shed bid.

Supervisor Barcomb stated if there is no further business to be brought before the board then a motion is needed adjourn.

Council Member Southwick made a motion to adjourn the meeting. Motion seconded by Council Member Cooper.

A roll call vote was as follows:

Council Member Southwick	Aye
Council Member Herdic	Aye
Council Member Cooper	Aye

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Council Member Moore	Aye
Supervisor Barcomb	Aye
Motion Carried.	

Meeting adjourned at 8:50 p.m.

Julie L. Castine
Town Clerk