**Town of Saranac**

**Board Meeting Minutes**

**May 24, 2021 6 PM**

**Town Green**

Present:

Tim Napper, Supervisor

Gerald Delaney, Councilman

Michele Petrashune, Councilwoman

Tracy Eggleston, Councilman

Jim Facteau, Councilman

Attending: Jim Waldron, Highway Superintendent; James E. Facteau, Code Enforcement Officer and Deputy Town Clerk; Meg Bobbin, Secretary to the Supervisor

Pledge of Allegiance

Meeting called to order at 6:00 PM

**Resolution 69-2021**

**Approve the minutes from April 26 work session and May 3 special board meeting and May 10 work session**

**Motion by: Tracy Eggleston**

**Second by: Michele Petrashune**

**All in favor Carried**

**Ideas about town green DASNY grant**

There is $82,000 left of the grant to be spent by August 2022 on projects to improve the town green. Several ideas were bantered about. Jerry identified the town’s upcoming 200th anniversary and the 2024 solar eclipse as possible events to highlight. Michele suggested using the space as a veteran’s memorial park. Supervisor Napper suggested a large rock with “Town of Saranac 1824” carved into it. The board settled on moving forward with the original plan of a gazebo, which was also written into the original grant as well as the town’s comprehensive plan. There was consensus to include stonework and a possible veteran’s memorial space like what is showcased at the base oval. Supervisor Napper suggested finding a gazebo plan online and contacting a local contractor to spec the project.

**Model marijuana ordinance**

The board would like to see an updated tobacco policy that includes banning marijuana in all its forms upon all buildings, property, facilities and vehicles owned or leased by the town for consideration at the June 14 work session. Jerry suggested upcoming training to better understand the implications of new marijuana laws.

**Shared services**

Supervisor Napper gave an update about the Clinton County supervisor’s shared services committee. There is discussion about a county-wide study for EMS lead by the city and town of Plattsburgh which involves a financial commitment of $2500 from the Town of Saranac. There is consensus that this would be a good investment. Jerry would like to see the scope of work of the study prior to making the investment.

**Streetlights**

NYSEG is in the process of converting all town streetlights to LED. The process is about 75% done. When finished the town should realize about 50% annual savings.

**Resolution 70-2021**

**Unified Solar Permit**

**WHEREAS**, The Town of Saranac Town Board duly adopted the "NYS Fire Prevention and Building Construction" code to provide minimum requirements to safeguard the public safety; and

**WHEREAS,** The Town of Saranac Code Enforcement Officer, who administers and enforces all provisions of the New York State Uniform Fire Prevention and Building Code, the New York State Energy Code, and the Town of Saranac Code; and

**WHEREAS,** The Town of Saranac requires the issuance of a building permit for the construction, enlargement, alteration, repair, removal or demolition of any building or other structure; and

**WHEREAS**, The New York State Uniform Fire Prevention and Building Code regulates the design, construction, installation, alteration and repair of equipment and systems using solar systems; and

**WHEREAS**, The New York State Energy Research and Development Authority has developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes: and

**WHEREAS**, The Town of Saranac Town Board desires to promote the streamlining of the application process for small-scale photovoltaic system installations under 25 kW in size by adopting the New York State Unified Solar Permit application form and implementing the new procedures,

**NOW THEREFORE, BE IT RESOLVED,** the Town of Saranac Town Board hereby adopts the New York State Unified Solar Permit application form and procedures for the installation of small-scale photovoltaic systems; and it is further

**RESOLVED,** The Town of Saranac Code Enforcement Officer is hereby directed to use said New York State Unified Solar Permit application for and procedures in the issuance of building permits for the installation of small-scale photovoltaic systems; and it is further

**RESOLVED,** Any further actions required of the Town of Saranac to effect the foregoing are hereby authorized and the Supervisor is hereby authorized to execute and deliver any instruments, documents or the like as required to effect the same.

**Motion by: Tracy Eggleston**

**Second by: Jerry Delaney**

**All in favor Carried**

**Electric standby update**

Project is moving along; there was discussion about generator placement.

**Lawn/town hall entrance**

Rick is working on lawn. Handrail at the back entrance needs to be replaced. ADA compliant entrance needs to be addressed.

**Resolution 75-2021**

**Authorization to proceed with professional payroll services**

**WHEREAS,** the Town of Saranac Town Board has determined that it is necessary to implement professional payroll services for more accurate accounting and timekeeping purposes; and

**WHEREAS,** the Town has sought quotes and had in-depth conversations with four payroll companies, including a local company; and

**WHEREAS,** price, customer service and technical capability of each vendor has been fully considered; therefore, be it

**RESOLVED**, that after review and recommendation by the Town Attorney, the Supervisor be given authorization to enter into an Agreement with Paychex to proceed with said services on behalf of the Town of Saranac.

**Motion by: Tracy Eggleston**

**Second by: Michele Petrashune**

**Discussion: The option of facial recognition for clock in/clock out will have to be negotiated with CSEA. For now, pin or card clock in/clock out will be standard.**

**All in favor Carried**

**Power plant assessment review data**

Assessor Dave Galarneau sent a certified letter with return receipt to New York Office of Real Property Tax Service saying the town didn’t approve the assessment change.

**Speed zone change**

Cherry Hill speed limit will go from 55 to 50 MPH.

**Highway**

Paving has been moved back to include the week of June 24 instead of the week in May. There has only been one MEO application. Salt shed progress has been pushed back one week due to delay on trusses. Parklane Construction is working on paperwork to submit for payment. Bid bond release letters need to be sent to all contractors that bid the Square Dashnaw Bridge project. Dump truck box will be sold to Town of Plattsburgh for $1,000. Highway Superintendent Jim Waldron listed two surplus truck on Auctions International.

**Resolution 71-2021**

**Accept town clerk monthly report for April**

**Motion by: Jerry Delaney**

**Second by: Jim Facteau**

**All in favor Carried**



**Water**

Need new curb stop at old Ken Carter garage. Patrick obtained quotes for Redford water tank cleaning. Dehumidifiers are needed for Standish and Saranac plants.

**Town Crier**

Due June 12 – Jerry and Tim will submit updates.

**Code Officer**

Code Officer James E. Facteau will issue violation to Doug Alexander for right of way issue.

**Resolution 76-2021**

**Authorization to proceed with professional services for asbestos inspection**

**WHEREAS,** the old town garage roof has been in disrepair for a number of years, including a portion of the roof; and

**WHEREAS,** the first step to making repairs to the roof involves pre-renovation asbestos inspection in accordance with New York State Industrial Code Rule 56 (NYS ICR 56) and Federal Asbestos NESHAP 40 CFR Part 61, Subpart M to be performed by an EPA-trained/NYS-certified Asbestos Inspector to determine if the suspect roofing materials contain asbestos; and

**WHEREAS,** Town Code Officer James E. Facteau sought quotes in accordance with the Town’s purchasing policy, however there are only two such contractors in the region; therefore, be it

**RESOLVED**, that after review and recommendation by the Town Attorney, the Supervisor be given authorization to enter into an Agreement with KAS to proceed with said services on behalf of the Town of Saranac.

**Motion by: Jerry Delaney**

**Second by: Jim Facteau**

**All in favor Carried**

**Dog control**

Monthly report was submitted as follows:

**MARK PLUMADORE**

**DOG CONTROL OFFICER**

MONTHLY REPORT APRIL-MAY 2021

March 23, 2021 to May 24, 2021

**April 12, 2021**

Received a call from Deputy Bechard, Clinton County Sheriff, 518-565-4363, regarding a Boxer that attached a Chihuahua at 258 Ganong Drive, Richard Dupee, 518-420-2056. Bridget Monzel at 264 Ganong Drive, owner of the Boxer (518-534-2854), that attacked the neighbors dog is taking the dog to Plattsburgh Animal Hospital to be euthanized.

**April 14, 2021**

Received a message from Mary Ann, 518-319-7103, asking for information on dog licenses. I returned her call and answered all her questions.

**May 3, 2021**

Received a message from Trooper Barlow that Emily Hoeh had found a beagle on the Plumadore Road and had stopped him at the Cadyville Beach to aske what she should do. Trooper Barlow advised that he would contact me and I would be in touch. I tried to contact Ms. Hoeh at 716-983-1193, but got no response. It was posted on Facebook and I was advised by Tri-Lakes Animal Shelter that the owner had been found. I tried again to contact Ms. Hoeh to no avail.

**May 10, 2021**

As of this date all of Douglas Alexander, Jr.’s dogs have been moved out of the Town of Saranac to somewhere near Altona.

**May 13, 2021**

Received a call from Douglas Alexander, Sr., regarding dogs barking at Justin Drollette’s house, across the road from him on Ganong Drive. I have tried several times to catch the Drollette’s at home but have yet to make contact.

**NOTE**

For this reporting period I have traveled 14 miles.

I check the Town Voicemail twice a day around 9:30 a.m. and around 3:30 p.m. Monday through Friday.

**New Business**

Councilor Petrashune will meet with Town Justice Renee Drollette on Thursday, May 26 to review court records.

**Resolution 72-2021**

**Accept financial report for April**

**Motion by: Jerry Delaney**

**Second by: Jim Facteau**

**All in favor Carried**



**Resolution 73-2021**

**Authorization to pay audited warrant dated May 24, 2021 in the amount of $28,799.77**

**Motion by: Michele Petrashune**

**Second by: Tracy Eggleston**

**All in favor Carried**

**Resolution 74-2021**

**Budget Amendment**

**WHEREAS,** certain lines items have been overspent in Town funds during the 2021 fiscal year; and

**WHEREAS**, the budget amendments will be offset from existing line items or fund balance for the 2021 budget; therefore be it

**RESOLVED,** that the Town Board of the Town of Saranac authorize the following budget amendments:

$3,235.00 from A.1340.100 Budget Personal Services to A.1220.400 Supervisor Contractual

$13,000.00 from A.1990.400 Contingent Account to A.1220.400 Supervisor Contractual

$2,000.00 from A.5132.200 Garage Equipment to A.1410.400 Town Clerk Contractual

**Motion by: Jim Facteau**

**Second by: Michele Petrashune**

**All in favor Carried**

**Meeting adjourned at 7:38 PM**

**Motion: Tracy Eggleston**

**Second: Jerry Delaney**

**All in favor Carried**

Respectfully submitted,

Meg Bobbin

Secretary to the Supervisor