

Town of Alexandria Regular Scheduled Board Meeting
April 17, 2019
6:00pm

Pledge of Allegiance

The following were available at roll call:

Supervisor Brent Sweet, Councilman John Stine, Councilman Ron Thomson, Councilman Mike Fayette, Highway Superintendent Mike Tibbles, Attorney Bob Slye and Town Clerk Jessy Hudon.
Absent: Councilman Jim VanCour. Meeting called to order by Supervisor Brent Sweet.

Approval of Minutes: October 2018 thru January 2019, tabled.

Approval of bills: Motion made by Supervisor Brent Sweet, Seconded by Councilman Mike Fayette. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour, absent. Motion passed.

Public Comment:

Cemetery bids opened. This was for a 2-year bid.

Clements Lawn Care bid for 2019 \$14,500. Bid for 2020 \$15,000. Insurance enclosed, package complete.

Thousand Islands Landscaping Company bid for 2019 \$31,500. Bid for 2020 \$31,500. Insurance enclosed, package complete.

Motion made by Councilman Ron Thomson to accept Clements Lawn Care bid of \$29,500 for a 2-year contract. Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour, absent. **Motion passed.**

Discussion: Ritchie Elk, speaker from Indian River ATV Club. Club would like to share responsibility with the Town. Suggestion to clean area, watch for people doing harm and overall maintenance. Board will further discuss and let club know outcome.

Discussion: Rink project, work in progress.

Presentation: Emily Sheridan Eastern Great Lakes Watershed Coordinator from DEC. Discussed the programs Mission to protect Biology integrity. She would assist the Town in finding grants to work together to keep the environment preserved.

Discussion: Crowley & Hallorhan Targeted Examination, work in progress.

Engineer's report: Rt 12 sewer expansion#2, Gionet/Ryman property clean-up/house status, final notice from USDA needed. EFC gave Town an extension while documents being processed. Rob Company, Engineer will update as soon as he's notified.

Discussion: Redwood sewer committee meeting from 4/8/19, summary given by Councilman Mike Fayette. He has minutes, not on website yet, working on rewriting the ordinance for water & sewer.

Discussion: Town Youth report given by Stacey Durand. Ready for softball and baseball, 57 kids signed up. Games begin May 6th.

Budget Transfers/Amendments: Several budget transfers & reported the line items were over estimated. (See below for transfers and Board member signatures).

Motion made by Councilman Ron Thomson to approve budget transfers as written. Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

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Discussion: Supervisor Sweet would like to see extra security cameras where there are blind spots.

Motion made by Councilman Ron Thomson to buy additional cameras from STAT Communications up to \$3000.00. Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**

Discussion: Purchasing a Zero turn mower & weedeater for maintenance; **no conclusion.**

Discussion: Purchasing bottle & can shed at Transfer Site. Shed will remain in one location, no reason to move it; **no conclusion.**

Discussion: Town bookkeeper attending training classes in Saratoga. Town and Hammond paying for registration & classes.

Motion made by Councilman Ron Thomson to order commercial grade playground equipment for Plessis, approximate amount \$3500.00, Seconded by Councilman Mike Fayette. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**

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Discussion: Town vehicle, Sexual Harassment, Travel Reimbursement policies to be discussed at April 29, 2019 workshop @ 5pm along any other business that comes up.

Motion made by Councilman Ron Thomson to apply for Milfoil Part 2 permit thru DEC, Seconded by Councilman Mike Fayette. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour, absent.
Motion passed.

Motion by Councilman Ron Thomson to have Councilman Mike Fayette & Councilman John Stine attend the IRLC Water Quality Conference. Seconded by Supervisor Brent Sweet. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**

Clarify: 2 employees work hours for 2 departments:

Jamie Papin: 20 hrs. water/20 hrs. DPW

Motion by Councilman John Stine to approve the hours in 2 budget line items, Seconded by Councilman Ron Thomson. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**
Jay Gascon: 25 hrs. sewer/15 hrs. DPW

Motion by Councilman Mike Fayette to approve the hours in 2 budget line items, Seconded by Councilman Ron Thomson. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour, **motion passed.**

Solar Committee update on Solar Policy: work in progress.

Discussion: Amendment to Personnel Policy to be discussed at April 29th Workshop

1. Town vehicle policy
2. Town travel & reimbursement policy
3. Town sexual harassment policy

Amendment to the personnel policy (IX) Compensatory Time: **Motion** made by Councilman Ron Thomson, Seconded by Councilman Mike Fayette to change wording to read as follows: "The Town agrees to allow each employee of the DPW to save up to fifty (50) hours of overtime each year in lieu of pay. It will be credited as time and one half for each hour of overtime earned. Each employee will have to give the DPW Superintendent one week notice of their desire to take compensatory time off. Each employee will be required to notify the DPW Superintended of their intention to save compensatory time each week. Once they have chosen to save their compensatory time to overtime, it cannot be changed. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**

Records Management: The board was given a list of material that could be disposed of per NYS Archives statute.

"Following is a list of records that I (the Town Clerk) would like to dispose of. All records have been verified eligible to shred by consulting the NYS Retention and Distribution of records (MU1 schedule). The shredder is coming Wednesday, April 24th.

Conservation: Box C-2-0032 (1996-1999 duplicate copies of conservation records), Box C-2-0033 (DEC reports 1990-2000), 1 box not numbered (2000-2002 duplicate DEC licenses).

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Tax Collector: Multiple boxes of empty envelopes payments came in (2000, 04, 06-07, 09, 2011).

Dogs: Box c-4-0059, 1 box not labeled contained old renewals

Bell jar/Bingo: Box c-4-0059, 1 box not numbers-Games of Chance 1993-2003.

Landfill: Retain 6 yrs. Bag of punched tickets, Box C-2-0019 (1995-1997), Box C-2-0020, Box C-2-0021 (2000-2002), Box C-2-0023, Box C-2-0024.

Purchasing: Box C-4-0069 (1992), C-4-0070 (1995), C-4-0071 (1996)

Motion made to shred all boxes except the 3 Purchasing boxes from 1992,1995,1996 by Councilman Mike Fayette, Seconded by Councilman John Stine. Discussion none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. **Motion passed.**

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Motion to go in to Executive Session regarding the proposed acquisition of real property when publicly would substantially affect the value thereof made by Councilman Ron Thomson, Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent.

Motion passed.

Discussion: Supervisor Sweet stated he would like to see extra cameras in the Town office were there are blind spots. **Motion** made by Councilman Ron Thomson to buy additional cameras from STAT Communications up to the cost of \$3000. Seconded by Councilman John Stine. Further discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent, motion passed.

Discussion: Regarding purchasing a zero-turn lawnmower and weedeater for maintenance, no conclusion.

Discussion: Bottles & Can shed @ Transfer Site. Shed will remain in one location, no reason to move it.

Discussion: Town Bookeeper will be attending training classes in Saratoga. The Town of Hammond is paying for registration & classes.

Motion made by Councilman Ron Thomoson to purchase new commercial grade equipment (slides) for Plessis playground approximate amount of \$3500, Seconded by Councilman Mike Fayette. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

Discussion: Town vehicle policy, sexual harassment policy & travel reimbursement to be discussed at a workshop being held on April 29, 2019 5pm at Town office with any other business that comes up as well.

Discussion: Milfoil Grans Part 2. Town needs to apply for permit through DEC.
Motion to apply for Milfoil Grans Part 2 made by Councilman Ron Thomson, Seconded by Councilman Mike Fayette. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

Motion to have both Councilman Mike Fayette and Councilman John Stine attend the IRLC Water Quality Conference on June 7, 2019 made by Councilman Ron Thomson, Seconded by Supervisor Brent Sweet. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

Discussion: clarify two employees work hours for 2 department:

Jamie Papin: 20 hours Water/20 hours DPW

Motion by Councilman John Stine, Seconded by Councilman Ron Thomson to approve the hours in 2 budget line items. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent, motion passed.

Jay Gascon: 25 hours Sewer/15 hours DPW

Motion by Councilman Mike Fayette, Seconded by Councilman Ron Thomson to approve the hours in 2 budget line items. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent, motion passed.

Discussion: Solar Committee update on Solar Policy, work in progress

Amendment to Personnel Policy (IX) Compensatory Time: **Motion** made by Councilman Ron Thomson, Seconded by Councilman Mike Fayette to change to wording to read as follows: The Town agrees to allow each employee of the DPW to save up to fifty (50) hours of overtime each year, in lieu of pay. It will be credited as time and one half for each hour of overtime. Each employee will have to use or be paid their compensatory time in the same year it was earned. Each employee will have to give the DPW Superintendent one week notice of their desire to take compensatory time off. Each employee will be required to notify the DPW Superintendent of their intention to save compensatory time each week. Once they have chosen to save their compensatory time to overtime, it cannot be changed. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

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Discussion: Records Management: The Board was given a list of material that could be disposed of per NYS Archives statute.

Following is a list of records that I (Town Clerk) would like to dispose of. All records have been verified eligible to shred by consulting the NYS Retention and Distribution of records (MU1 schedule). The shredding is coming on Wednesday, April 24th.

Conservation: Box C-2-0032 (1196-1999 duplicate copies of Cons. Licenses), Box C-2-0033 (DEC reports 1990-2000), (1) box not numbers, (2000-2992 duplicate copies of Cons. Licenses).

Tax Collector: Multiple boxes of empty envelopes from tax payments 2001, 04, 06-07, 09, 11.

Dogs: Box C-4-0065 (Reports from 92-2000, renewal licenses 98-99, 2000-04, 1 box not labeled, contains old renewal licenses.

Bell Jar/Bingo: Box C-4-0059, (1) box not numbered, Games of Chance 1993-2003

Landfill receipts: (retain 6 yrs) Bag of punched tickets, Box C-2-0019, C-2-0020, C-2-0021, C-2-0023, C-2-0024.

Purchasing: Box C-4-0069 (1992), C-4-0070 (1995), C-4-0071 (1996)

Motion made by Councilman Mike Fayette to shred all the boxes except the Purchasing boxes for 1992, 1995 1996, Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed.

Motion to go in to Executive Session for the Proposed acquisition of Real Property when publicly would substantially affect the value there of by Councilman Ron Thomson, Seconded by Councilman John Stine. Discussion, none. All in favor 4 ayes, 1 Councilman Jim VanCour absent. Motion passed

Meeting adjourned.

Minutes taken by Town Clerk Jessy Hudon

Minutes "rewritten/condensed" by Deputy Clerk Cheri L. Van Brocklin