

Town of Alexandria Board Meeting
January 27, 2021 @ 6:00pm

Draft: Not Approved

Present: Supervisor Brent Sweet, Councilman Ron Thomson, Councilman John Stine, Councilman Sandy Caputo, Councilman Mike Fayette, Attorney Bob Slye and Town Clerk Jessy Hudon

Approval of Minutes: Motion to approve December 16, 2021 minutes. Motion made by Councilman Ron Thomson seconded by Councilman Mike Fayette. Ayes 5 Nays 0. Motion Passed.

Approval of Bills: Motion to approve the bills. Motion made by Councilman Sandy Caputo seconded by Councilman Mike Fayette. Ayes 5 Nays 0. Motion Passed.

Privilege of the floor:

Attorney Bob Slye read an email that was sent to Jay Gascon, Sewer Operator and Jamie Papin, Water Operator asking them for a report of work performed in each water/sewer districts every hour from this day forward until further notice from Dan Peterson. Attorney Slye expressed to the board that he notified the court about the emails and let them know that they both work under the Town Supervisor and that if the Supervisor wants to give them reports that's up to him.

Betty Compo: Stated that her interest in the matter is the high prices for water and sewer. No complaints about the service. She is in favor of work logs reports, and wants to make sure Redwood is being charged the correct billable hours. Compo stated transparency is extremely important.

Lynn Williams: Stated she would like more clarity on employment billing on the Redwood Sewer/Water district. Tasks should be shown, travel time, action taken, test drinking water. Williams stated show blocks of billable time.

Supervisor Brent Sweet gathered eight week pay period invoices showing where they're working, all material has been redacted and information will be sent to Betty Compo and Lynn Williams and anyone else who would like it. Supervisor stated that if they ask the water/ sewer for an hour to hour detailing what has been done for work within that hour the board would want everyone to do the same, wanting everyone to be equal in the departments.

Councilman Sandy Caputo expressed her thoughts on the job the water and sewer operators have and how they are on call 24 hrs a day 7 days a week. Councilman Sandy Caputo stated that as long as the board knows what jobs are being done by the water/sewer operator daily and the work logs are being allocated to the right areas and the Supervisor signs off on their time cards, the board trusts and believes their doing what they're supposed to be doing.

Supervisor Sweet stated that he will be more diligent and make sure he has a report from both water/sewer operators showing what their doing, but not broken down to the hour. Supervisor stated he will share it with anyone who wants it.

Tax Payer stated that if you track work performed then all employees should be tracked in their departments.

Stacy Durand stated this points back to the reason to have cameras in all the town buildings and GPS in all town vehicles.

Tax Payer asked if everything is equal between the highway dept and dpw, then why does the dpw make more money? Supervisor Sweet stated that for dpw and employees all received 2% increase for 2021. Highway dept is still in union negotiations for their contract.

Town of Alexandria

2021 Appointments

Deputy Supervisor-----**Sandy Caputo**
Deputy Clerk, (part-time)-----**Cheri L. VanBrocklin**

Budget Officer-----Brent Sweet
 Clerk to the Supervisor-----Nicole Milsap
 Director of Finance-----Michael Fayette
 Bookkeeper-----Nicole Milsap
 Town Office Building Manager-----Brad Millett
 Assessor-----Brad Millett
 Attorney(s)-----Robert Slye, Barclay Damon
 Banks-----Watertown Savings Bank
 Collector of Taxes, Dog Licenses, Marriage Licenses, Death Certificates, Hunting Licenses, Publication of Legal Notices-----Jessica Hudon, Cheri VanBrooklin
 Collector of Other Town Fees, Rents, Revenues-----Jessica Hudon, Nicole Milsap, Sandra Caputo, Ronald Thomson, Brent Sweet, Michael Fayette
 Consultants-Engineers: Fourth Coast/Rob Company, Bernier & Carr Associates/Rick Tague
 Health Officer-----To Be Determined
 Historian-----Greta Slate
 Investment Officers-----Brent Sweet, Ron Thomson, Mike Fayette
 Mileage --.56 cents per mile (2021 IRS Prevailing Rate) driven for Town business use only
 Official Newspapers-----Thousand Islands Sun or Watertown Daily Times
 Sub Registrar-----Jessica Hudon
 Fois Officer/Administrator-----Jessica Hudon
 Zoning Enforcement Officer(s)-----Norris Handschuh, Ronald Beach

Town Board Meetings are on the Fourth (4th) Wednesday
 of every month at 6:00pm

Supervisor & Town Board Responsibilities:

Brent Sweet ----- Supervisor
 Liaison to Village, Liaison to town youth program, Town Courts, Liaison to County, Deposits and Records, Transfer Site & Arena, Grant Applications, Chamber Liaison, Town Property, Personnel, Rink revenues/deposits, Zoning revenues/deposits, Transfer-site revenues/deposits
Sandra Caputo----- Deputy Supervisor
 Highway Department, Water & Sewer district/departments, Update special district ordinances, Town Recreation Center, TOA Youth Program, Enhancement Projects, Capital Projects, Grant Opportunities, Union Negotiations
Ronald Thomson----
 Investment Consultant, Accountant/bookkeeping, Liaison to TI Bridge Authority, Transfer-Site, Assessor, Liaison, IT and Security System Vendors, Enforce Procurement, Purchasing Manager, Chamber of Commerce, Bed Tax, Union Negotiations
Michael Fayette-----Director of Finance
 Liaison to NYS DOT, Water & Sewer districts/departments, Project Consultant, Policies and Procedure Administrator and Updates, Grant Applications, Fois Consultant, Town Office Personnel and Supplies Management, Audit Control, Union Negotiator, Highway Department, Update special districts ordinances, Liaison to the Rink
John Stine-----Highway Dept., Redwood Water & Sewer, Transfer-Site, Liaison Attorney/Legal Services, Town Courts, Personnel, Payroll Examiner, Zoning and Planning, Personnel,*****
Cemetery Committee-----Tom Petrie, Morris Weller, Marilyn Canestra, Norris Handschuh,
Mike Tibbles--- Highway Superintendent, Town Property (docks, ramps etc.), Town Projects, Town Highway Building & Equipment
Bed Tax Committee: Lauren Garlock-secretary, Ron Thomson, Pat Simpson, Jim Durand, Gary Williams, Pat Snyder, Sue Boyer
Zoning Board of Appeals---Kevin Leeson-chairman, Pat Sheldon-vice-chair, Ronald Cole, Tom Gardner, Laurie Handschuh ; Alternate-Mike Shannon
Planning Board---Rich Leclerc-chairman, Matt Williams-vice chair, John Cranker, Brian Willix, Andrew Garlock; Alternate-Bob Markert
Agriculture Committee---Tom Petrie, Mike Shannon, Dick Campney, John Durand, Norris Handschuh
Town Wide Holiday Festivities Committee---Matt Chase, Tom Petrie, Dale Hunneyman, Les Dollinger
Grievance Board--- Robert Markert- Chairman, Dean Honeywell, Shawn Thomas, Kurt Hanni
Rt 12 Alexandria, Orleans, Clayton Sewer Board: Brent Sweet, John Stine, Michael Fayette

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Motion to accept 2021 yearly Appointments. Motion made by Councilman Mike Fayette seconded by Councilman Ron Thomson. Ayes 5 Nays 0 Motion Passed.

Update Highland & Point Vivian Cemetery Maps: The Town is updating the Cemetery maps for the town to start selling grave sites. The board will discuss further on cost of the grave sites and rules for casket/cremation.

Bonnie Castle Stables Update: Supervisor Sweet met with Ron Peterson, originally from Gympo who did the phase 1 study, now on his own, viewed what Murraco has been cleaning. Barrels with liquid have been moved to the front for removal. Supervisor asked the board if the town wants to pay Peterson a \$1000 to report back on the status of what still needs to be done on the work list. Councilman Ron Thomson stated that he doesn't mind paying the money at the end of the cleanup, not to make another work list when the cleanup is not finished. Discussed two companies to give a free quote on asbestos. Board will allow free quotes to be done.

Perry Property on Rte 12/Otter Street: Zoning deemed the house condemned and put a letter on the house and fulfilled the requirements needed. The board asked Attorney Slye to start the process with the actions he must take to proceed with the condemning of the house. Motion to have Attorney Slye start the process of demolishing the house and putting the cost on the Tax Bill. Motion made by Councilman Mike Fayette seconded by Councilman Ron Thomson. Ayes 5 Nays 0 Motion Passed.

New Savings Account / CD's: The bookkeeper recommends putting \$600,000 in CD's. The board needs to discuss rates and how long the Cd's will be for. Further discussion needed.

Rink Update – Given

Water & Sewer districts Home Rule Legislation status: Documents have been submitted and the town is waiting for legislation to decide.

Update: Dasny Redwood Sewer Grant / \$125,000 & Zamboni Grant/ \$100,000 = Processing is moving forward but slow moving along.

Budget Transfers

TOWN OF ALEXANDRIA
SUMMARY OF BUDGET TRANSFERS #10
FYE 12/31/2020

Original in OB
1/20/2021
1/20/2021

January 27, 2021 for Dec. 31, 2020

ACCOUNT	DR	CR
General A		
A12204.1.4.1 Clerk to Supvr - CE	\$ 20.00	\$ 20.00
A12201.1.2 Clerk to Spvr - PS		
To cover expenses within its own fund.		
A16204.1.4 Building - CE	\$ 150.00	\$ 150.00
A16204.1.42 Building - Heating Fuel		
To cover expenses within its own fund.		
A51322.1.2 Garage - Equipment	\$ 4,160.00	\$ 4,160.00
A19904.1.4 Contingency - CE		
To cover LED Lighting upgrades in town barn.		
A51324.1.4 Garage - CE	\$ 350.00	\$ 350.00
A51324.1.42 Garage - Heating Fuel		
To cover garage expenses within its own fund.		
A71404.1.4 Recreation - CE	\$ 100.00	\$ 100.00
A71404.1.42 Recreation - Heating Fuel		
To cover expenses within its own fund.		
A81604.1.4 Refuse/Garbage - CE	\$ 2,600.00	\$ 2,600.00
A2130 Refuse & Garbage Chgs (Revenue)		
To cover expenses with increase revenue at transfer site.		
A88104.1.4 Cemeteries - CE	\$ 85.00	\$ 85.00
A88101.1.1 Cemeteries - PS		
To cover expenses within its own fund.		
General B		
B80104.2.4 Zoning - CE	\$ 100.00	\$ 100.00
B80102.2.2 Zoning - Equipment		
To cover expenses within its own fund.		
Highway DA		
DA51302.3.2 Machinery - Equipment	\$ 6,900.00	\$ 6,900.00
DA51481.3.1 Serv Other Gov'ts - PS		
To cover purchase of new plow for pickup within its own fund.		
CB Water		
CB83104.16.4 Admin - CE	\$ 2,050.00	\$ 2,050.00
CB2140.16.1 Hook Up Fees (Revenue)		
To cover engineering fees for addition of customer to CB water.		
Redwood Water		
RW83104.18.4 Admin - CE	\$ 10.00	\$ 10.00
RW83404.18.4 Trans & Dist - CE		
To cover expenses within its own fund.		

Approved by:

[Signature]
[Signature]
[Signature]

Date: 1/27/2021

THIS CERTIFICATE COMPARES WITH THE RECORDS IN THIS OFFICE AND I HEREBY CERTIFY IT TO BE A TRUE COPY OF SAME
[Signature]
TOWN CLERK OF TOWN OF ALEXANDRIA
ALEXANDRIA BAY, NEW YORK
Filed on 1/28/2021

Motion to Approve the Budget Transfers. Motion made by Councilman Ron Thomson seconded by Councilman Sandy Caputo. Ayes 5 Nays 0 Motion Passed.

Covid-19 Quarantine update: Supervisor Brent Sweet told the board he does not want to be paid while in quarantine when he returned from Florida.

Attorney Bob Slye gave the board the Covid -19 Labor rules : Discussion between the board and Atty Bob Slye in regards to quarantine, and if an employee was exposed at work or home. The labor guide gives rules they have to follow for their employees.

Bid for two Years for mowing/trimming Cemeteries: Board will review Cemetery specs from 2019 and will decide at that time to add or change anything. March bid to be discussed further.

Information only: Due to and Due from Monthly Posting will begin Monthly.

Hwy Supt, Water, Sewer report given

Information Only: The board asked the Town Clerk to start a Foil log for all Foils starting this month.

Update: Rte 12 Sewer expansion #2 financing: Rob Campamy gave a brief update stating that he's still working on the expansion, following up on expenses and USDA funds along with writing a letter to Cossman about rules that have changed when it come to trailer parks.

Update: Amend the Redwood Sewer ordinance for outside users: Still working on the amendments.

Update: Date & Time for Union Negotiations: No dates have been scheduled at this time.

Public Employee Emergency Plan: Supervisor and Town Clerk will work on the Plan.

Consent form for query of past history of town employees with CDL's: Employers should be able to know how you perform under your CDL. In case there has been incidents or accidents. Consent form will need to be filled out.

Work Place Harassment Training HF&C: Training is on a website for employees to take. Not a requirement but the board would like everyone to take the training.

Court Clerk Legal Action: No update at this time

Hourly Pay for Highway dept. part-timers: Advertisement will go on Indeed.

Insurance 2021 -- Terrorist Coverage. Motion made by Councilman Mike Fayette seconded by Councilman Sandy Caputo to decline the Terrorist Coverage. Ayes 5 Nays 0 Motion Passed.

Road Improvements: Need to get figures together on suggested roads. Cost Amount.

Motion to go into Executive Session Pending Litigation and Union Negotiations. Motion made by Councilman Ron Thomson seconded by Councilman Sandy Caputo. Ayes 5 Nays 0 Motion Passed.

Came out of Executive Session at 9:37pm Motion made by Councilman Ron Thomson seconded by Councilman Mike Fayette to come out of Executive Session.

Directing the Town Attorney to advise the court that the Town board on behalf of the Citizens of the Town requires that Mike Lisson of Grossman St Amor, The town regular accounting continue to serve as its accountant for purposes of directly responding to the report of Dannible & Mckee dated Dec 1, 2020. Motion made by Councilman Sandy Caputo seconded by Councilman Ron Thomson. Ayes 5 Nays 0 Motion Passed.

Motion made by Councilman Ron Thomson seconded by Councilman Mike Fayette to adjourn the meeting.

Meeting adjourned