

Town of Alexandria Board Meeting  
January 29, 2019 @ 6:00pm

Present Supervisor Brent Sweet, Councilman Ron Thomson, Councilman John Stine, Councilman Mike Fayette, Attorney Slye, Town Clerk Jessy Hudson

**Approval of the minutes.** Motion made by Supervisor Brent Sweet seconded by Councilman John Stine. All were in favor. Ayes 4 Nay 0. Motion passed.

**Approval of the bills.** Motion made by Councilman Ron Thomson seconded by Councilman John Stine. Discussion: Councilman Mike Fayette questioned the Hwy Bandsaw purchase, asked if three quotes were obtained before purchase. Ayes 4 Nay 0. Motion passed.

Privilege of the floor:

Randy Truesdell, Alexandria Bay. Would like to talk further on #25 on the agenda list. Supervisor Sweet stated yes.

Marilyn Cannastra, Alexandria Bay. Stated that the town should have a policy to always get three quotes. Marilyn also stated that Jay Gascon and Jamie Papin always do what is asked of them.

Ended privilege on the floor.

Resignation from Councilman Jim VanCour: The board accepted J. VanCour resignation letter to resign from the board as of 01/08/2020. Motion made by Councilman Ron Thomson seconded by Councilman John Stine. Ayes 4 Nay 0. Motion Passed.

Fill vacant board Seat: The board accepted Sandra Caputo's letter on intent for the vacant board seat. Motion to appoint Sandra Caputo to the Town of Alexandria Board. Term will be held until December 31, 2020. A special election will be held in November of 2020 for elected position. Motion made by Councilman Ron Thomson seconded by Councilman John Stine. Ayes 4 Nay 0. Motion Passed.

Sandra Caputo was sworn in to the board at 6:25pm. She took her seat with the board immediately following her Oath of Office:

Appointments for the year 2020:

## Town of Alexandria 2020 APPOINTMENTS

Deputy Supervisor-----Ronald Thomson  
Deputy Clerk, (part-time)-----Cheri L. VanBrocklin  
Budget Officer-----Brent Sweet  
Clerk to the Supervisor-----Nicole Milsap  
Director of Finance-----Michael Fayette  
Bookkeeper, Clerk to the Supervisor-----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 Hudson  
Collector of Other Town Fees, Rents, Revenues-----Nicole Milsap, Brent Sweet, Ronald Thomson,  
Michael Fayette, Cheri VanBrocklin

- Consultants-Engineers: Fourth Coast/Rob Campany, Bernier & Carr Associates/Rick Tague
- Health Officer-----*Cynthia Simpson*
- Historian-----*Greta Slate*
- Investment Officers-----*Brent Sweet, Ron Thomson, Mike Fayette*
- Mileage -----*.57.5 cents per mile (2020 IRS Prevailing Rate )* driven for Town business use only
- Official Newspapers-----*Thousand Islands Sun or Watertown Daily Times*
- Sub Registrar-----*Jessica Hudon*
- Foils Officer/Administrator-----*Jessica Hudon*
- Zoning Enforcement Officer(s)-----*Norris Handschuh, Ronald Beach*

**Town Board Meetings are on the Third (3<sup>rd</sup>) 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, Zoning & Planning, Grant Applications, Town Property, Personnel, Rink revenues/deposits, Zoning revenues/deposits, Transfer-site revenues/deposits
- Ronald Thomson--- Deputy Supervisor**  
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 Liaison, 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, Foils Consultant, Town Office Personnel and Supplies Management, Audit Control, Union Negotiator, Highway Department, Update special districts ordinances

- John Stine-----Highway Dept., Redwood Water & Sewer, Transfer-Site, Liaison Attorney/Legal Services, Town Courts, Personnel, Payroll examiner, Union Negotiations**
- New Board Member----- Highway Department, Water & Sewer district/departments, Update special district ordinances, Town Recreation Center, TOA Youth Program, Enhancement Projects, Capital Projects**  
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- Cemetery Committee-----Tom Petrie, Morris Weller, Marilyn Canestraq, 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**
- Planning Board---Rich Leclerc-chairman, Matt Williams-vice chair, John Crancker, Brian Willis, Andrew Garlock**
- 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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**(SAM) State and Municipal Facilities Program: Improvement to the Redwood sewer District  
Infrastructure: Project 19215**

Motion to sign the Sam Grant in the amount of \$125,000, to improve Redwood Sewer Infrastructure.  
Motion made by Councilman John Stine seconded by Councilman Mike Fayette. Ayes 5 Nay 0.  
Motion Passed.

Update on Ron Randall and vacant land: The town will be surveying the land.

Update Point Vivian and Highland Cemeteries: The town is surveying the cemeteries.

Update: NYS Comptrollers examination has been completed. Report can be found on the towns website.

**GIS Web Based hosting agreement with DANC – Five year hosting agreement:**

**Motion to accept the agreement with DANC.** Motion made by Councilman John Stine seconded by  
Councilman Mike Fayette.

Roll Call Vote:                    Ayes            Nay

Supervisor Brent Sweet            X

Councilman Ron Thomson            X

Councilman John Stine            X

Councilman Mike Fayette            X

Councilwomen Sandra Caputo            X                    Ayes 5 Nay 0.    Motion Passed.

**Alexandria Fire Department: is asking the town for \$7500 up an above the already \$7500 they have already received for the year 2020. \$7500 will be given to help the fire depart. with ambulance calls and different areas needed within the Fire Department. Motion to allow the town to give \$7500 towards the fire dept. Motion made by Councilman Ron Thomson seconded by Councilman Mike Fayette. Ayes 5 Nay 0. Motion Passed.**

**2020 Snow and Ice Agreement:** Motion to accept the 2020 Snow and Ice Agreement. Motion was made by Councilman Ron Thomson seconded by John Stine. Ayes 4 Nay 1(Councilman Mike Fayette opposed). Motion Passed.

Update: LWRP was approved by New York State.

Save the River –Grant application endorsement. Asked the town to endorse them for the Grant and asked for the towns help with providing a pickup truck to discard trash as needed. Motion made by Councilman Mike Fayette seconded by Councilwomen Sandra Caputo to endorse Save the River. Ayes 5 Nays 0. Motion Passed.

The town are looking for quotes for a new accounting firm. Ferguson & Ferguson will not be renewing in 2020.

Workshop will be held on February 5, 2020 @ 5:00pm to discuss the Bonnie Castle Rink. Bernier & Carr update on grant progress.

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**Youth Coordinator position:** Stacy Durand and Marilyn Cannestra (youth board) gave recommendations to the town board for applications hiring a youth coordinator. Motion to hire Cassidy Daily for the youth coordinator position was made by Councilman Mike Fayette seconded by Councilman John Stine. Ayes 5 Nays 0. Motion Passed.

**Discussion on (EDU) billing in accordance to ordinance:** Supervisor Brent Sweet and Councilman Mike Fayette explained EDU rates and following the ordinances the town developed. State Comptrollers report of examination recommended the town board to follow all ordinances and if changes are needed to start the process.

**Highway: Purchase yearly department shirts and jackets:** Motion to allow the highway department to purchase safety shirts and jackets for the department yearly. According to the union contract. Motion made by Councilman Mike Fayette seconded by Councilman John Stine. Ayes 5 Nay 0. Motion Passed.

**Highway work truck needed:** The town board discussed purchasing a new highway truck for the winter. The board rejected buying a new truck. They will look into trucks already owned by the town to help the highway dept.

**Dos Streetscape grant update,** village agreement for funding: Village has agreed to provide the funding on their half.

**Pricing for siding on town office building:** The town will get quotes and discuss at future meetings.

**Introduced: ORDINANCE NO. 1 OF 2020 FOR THE TOWN OF ALEXANDRIA**

An ordinance amending the Redwood Sewer District Ordinance to eliminate Equivalent Dwelling Unit (“EDU”) charges on properties not connected to the Redwood Sewer System.

WHEREAS, after a public hearing held on May 30, 2018, the Town Board established EDU rates and classifications for vacant buildable properties located within the Redwood Sewer District; and

WHEREAS, following that public hearing, the Town Board of the Town of Alexandria adopted a change to the Redwood Sewer Ordinance which imposed the following EDU classifications: Laundromat -02 EDUs per machine, Apartment -1 EDU per apartment, Lots (unbuildable) 0 EDUs and Vacant buildable lots - .25 EDU; and

WHEREAS, the Office of the State Comptroller, in its Report of Examination Number 2019-M-90 in December 2019, made clear that vacant and unconnected parcels in the Town, whether for Water or Sewer District purposes, cannot be charged amounts as a benefit assessment through the use of user fee EDUs, because a user fee “must bear a direct relationship to the cost of providing the service and have a rational underpinning for the charge;” and

WHEREAS, the conclusion of the State Comptroller was that the Town may not bill a quarterly user charge to properties that are not connected to the system; it is hereby

ORDAINED, that the amendment to the Redwood Sewer Ordinance adopted May 30, 2018 imposing an EDU charge on vacant buildable lots in the amount .25 EDU is hereby repealed in its entirety, effective immediately.

Motion to hold a public hearing on Feb 19, 2020 for ORDINANCE NO. 1 OF 2020 FOR THE TOWN OF ALEXANDRIA. Motion made by Councilman Ron Thomson seconded by Councilman Mike Fayette.

Roll Call Vote: Ayes Nay

Supervisor Brent Sweet x

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Councilman Ron Thomson           x  
Councilman John Stine            x  
Councilman Mike Fayette        x  
Councilwomen Sandra Caputo    x                    Ayes 5 Nay 0.    Motion Passed.

Public Hearing is scheduled for February 19<sup>th</sup> , 2020 at 6:15pm.

Authorizing refund to David Carse, as Trustee of the Round Island Trust in the amount of \$216.80 and striking of billing to account number 79 for services from October 1, 2019 to December 31, 2019 in the amount of \$40.51.

WHEREAS, David Carse, as Trustee of the Round Island Trust, has commenced a Special Proceeding against the Town Board of the Town of Alexandria seeking to annul that portion of the Town of Alexandria Redwood Sewer District Ordinance which imposed EDU rates for vacant property located within the District; and

WHEREAS, the State Comptroller has recently issued an audit report reflecting that the Redwood Sewer District's imposition of a user charge for vacant properties which do not actually receive sewer services is improper; and

WHEREAS, the Town Board is engaged in settlement discussions which will result in a refund of all amounts previously paid pursuant to the improper billings and further will involve a repeal of that portion of the Redwood Sewer Ordinance which imposed EDU charges upon vacant buildable property; and

WHEREAS, the Town will be undertaking a Sewer District-wide reimbursement of improperly charged funds upon correction of deficiencies noted by the State Comptroller;

NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Alexandria, New York that the Town Bookkeeper is hereby directed to issue a refund check in the amount of a total of \$216.80 to David Carse as Trustee of the Round Island Trust at the address shown on the billings for account number 79 for vacant land located at Fourth Street; and be it further

RESOLVED that the Town Bookkeeper shall strike from the billing records of the Town a certain billing reflecting payment due by February 7, 2020 under account number 79 in the amount of \$40.51 and that the account in the name of David Carse as Trustee of the Round Island Trust, under account number 79, shall be removed from the billing rolls effective immediately.

Motion to authorize a refund to David Carse, as Trustee of the Round Island Trust in the amount of \$216.80 and striking of billing to account number 79 for services from October 1, 2019 to December 31, 2019 in the amount of \$40.51. Motion was made by Councilman Mike Fayette seconded by Councilman John Stine.

Roll Call Vote:                    Ayes            Nay  
Supervisor Brent Sweet        x  
Councilman Ron Thomson       x  
Councilman John Stine         x  
Councilman Mike Fayette       x  
Councilwomen Sandra Caputo   x                    Ayes 5 Nay 0.    Motion Passed.

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**Grant Writer for Mud Lake Trail:** Motion to hire Judy Cornick as a grant writer for the Mud Lake Trail. Motion made by Councilman Ron Thomson seconded by Councilman John Stine. Ayes 5 Nay 0. Motion Passed.

Discussion: Prepare ordinance amendments for 5 water rates and Carnegie Bay capital rate changes. Discuss further at the February meeting.

Discussion: Orleans pay the town for billing in the joint Orleans, Clayton and Rte 12 sewer district for costs of personnel and supplies. Future discussions needed.

Criminal Justice reform discussion with town judges: Further discussion needed.

Bendle water/sewer late fee taken off. Board agreed to take late charge off to deputy clerk error.

Nimey wrote a letter for forgiveness on their leak. Town board denied forgiveness.

Budget Transfers

*Entire DA B  
1/30/2020  
JYM*

Town of Alexandria	January 29, 2020 for Dec. 31, 2019			
Summary of Suggested Budget Transfers - #11				
FYE 12/31/19				
	ACCOUNT	DR	CR	
<b>GENERAL A</b>				
A2750 - AIM Related Payments			\$ 14,500.00	
A3001 - St Rev Sharing - Per Capita	\$ 14,500.00			
A11104.1.4 - Judicial - CE	\$ 765.00			
A13204.1.4 - Auditor - CE	\$ 1,000.00			
A14204.1.4 - Law - CE	\$ 1,600.00			
A16704.1.4 - Print/Mail - CE	\$ 2,900.00			
A19104.1.4 - Unallocated Insurance	\$ 1,450.00			
A64101.1.1 - Ec Opty & Dev - PS	\$ 250.00			
A64104.1.4 - Ec Opty & Dev - CE	\$ 9,150.00			
A1113 - Non Property Tax - Bed Tax			\$ 9,400.00	
A69894.1.4 - Community Enhancement - CE	\$ 3,925.00			
A71404.1.4 - Recreation - CE	\$ 4,400.00			
A71404.1.42 - Recreation - Heat Fuel			\$ 4,400.00	
A81604.1.4 - Refuse/Garbage - CE	\$ 10,350.00			
A90308.1.8 - E'ee Benefits - SS	\$ 37.00			
A90458.1.8 - Life Insurance	\$ 243.00			
A90508.1.8 - Unemployment Insurance			\$ 2,270.00	
A90608.1.8 - Health Insurance			\$ 20,000.00	
Per NVS - needs to be posted to A2750 AIM Related Pmts, not A3001 St Rev Sharing				
Per Capita. Next 5 are due to overspending. Economic Opty & Development is a transfer between their bed tax revenue and their expenditures. Community Enhancement is due to the purchase of a 2nd speed sign. Recreation is for the reallocation of spending in the same fund.				
<b>GENERAL B</b>				
B80101.2.1.11 - Zoning Board - PS	\$ 500.00			
B80102.2.2 - Zoning - Equipment			\$ 500.00	
B90508.2.8 - Unemployment Ins.	\$ 64.00			
B90308.2.8 - E'ee Benefits - SS			\$ 64.00	
For reallocation due to overspending on the Zoning Board. More members than what was budgeted.				
<b>HIGHWAY DA</b>				
DA51301.3.1 - Machinery - PS	\$ 11,610.00			
DA51421.3.1 - Snow Removal - PS	\$ 5,530.00			
DA90308.3.8 - E'ee Benefits - SS	\$ 2,206.00			
DA90608.3.8 - Health Insurance	\$ 2,475.00			
DA14204.3.4 - Legal Fees - CE			\$ 9,400.00	
DA51424.3.4 - Snow Removal - CE			\$ 12,421.00	
For reallocation of DA expenses within the DA fund.				





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Motion to approve Budget Transfers was made by Councilman Mike Fayette seconded by Councilman John Stine. Ayes 5 Nay 0. Motion Passed.

Cans & Bottles: The board decided to change the way the % of money is broken down. The board reviewed the amount of kids in each program and decided to give to each program 10% and for Hearts for youth give 60% because they have a large volume of kids. Motion to give percentages was made by Councilman Ron Thomson seconded by Councilwoman Sandra Caputo. Ayes 5 Nay 0. Motion Passed.

STAR certification: Question if Jamie Papin should re certify his STAR certificate for the arena. The board determined that he did not need the re certification and will not attend the class.

The board adjourned the meeting at 9:45pm. Motion to adjourn was made by Councilman John Stine seconded by Councilman Mike Fayette. Ayes 5 Nay 0. Motion Passed.