

Town of Alexandria  
Adjourned Board Meeting  
August 21, 2024  
6:00 PM  
Alexandria.statdvr.com  
Audio/Video

Supervisor Sweet called the meeting to order at 6:00 pm

**Pledge to Allegiance**

**Roll Call:**

Councilman Davidson - Present  
Councilman Hunneyman - Present  
Councilman Kring - Present  
Councilman Thomas - Present  
Supervisor Sweet - Present

Motion by Councilman Davidson to Pay abstract July 19 thru August 21, 2024, with a grand total of \$442,351.50 including Payroll of \$46,000.27, Prepaid bills of \$37,908.95 and this abstract to be paid of \$358,442.28. Comment from Councilman Thomas that the Morgan Spencer invoice did not have a GL code on it and needs to be updated. Motion seconded by Councilman Kring. Motion carried all in favor.

Motion to approve minutes of July 17, 2024, and July 25,2024 by Councilman Kring. Motion seconded by Councilman Hunneyman. Motion carried all in favor.

**Public Hearing on Local Law # 6 to amend Local Law # 2 of 2010 for Dog Licensing and Control proposed until next meeting. Public notice did not get advertised.**

**Public Concerns:**

Resident from Wellesley Island expressed concern over barking dog problem. They live in a multi-family condo setting and the neighbors dogs barks 7-8 hours per day constantly. Things have changed since 2010 when the original dog law was created, people are working from home and spending more time in their households. They would like a way to address when there is a problem and after direct contact has not worked.

**Reports:**

**1. Bolton Ave Recreation Center renovation status.** Grant applications have been submitted and just must wait until Dec – Jan for the results.

**2. Engineer Report:**

Grand Funding: Applications have been submitted.

Swan Bay culvert: Brent gave Rob additional historical information and newspaper articles from 2008-2010, and Rob thinks a letter should be drafted and sent to the Department of Environmental Conservation (DEC). The concern is if the culvert goes back in the effects, it will have downstream at Point Vivian with sediment.

**Highway Garage:** Trench drain was poured today, and it needs to be cured for a couple of weeks before the grates go in. Ventilation / overhead work will start now while the barn is empty. Project should be complete by the end of September. Water separator that goes outside prices are coming in and needs to be purchased. Mike Hoover has agreed to set it up while he is there, and it will be an hourly charge. Jay Gascon has ordered the lift station, and it expected this week. A generator is also ordered.

**Joint Sewer plant:** Complaint came in from Swan Bay in July about the smell. Rob explained that they do add special chemicals to reduce the odor, which cost about \$20,000 each summer and it has been very effective. The complaint occurred during the day that sludge was being removed. When the site was chosen it met all the requirements of distance away from

buildings / residence and when the park went in their last build was right up to the back of the sewer plant. There is bound to be some smell.

**Electronic speed signs Redwood:** Rob has submitted the applications to the Department of Transportation (DOT) and they have received comments from DOT about more specific details. DOT wants to know the exact sign, the signs must be able to break away so if it gets hit it will shear off, it must also be programmed so that it shuts off if anyone is going over 50 miles per hour (mph). Nicole is still working with DOT and getting the permit is a long process. It won't happen quickly.

**Swan Hollow Bridge:** Kick off meeting with DEC must happen first. Construction will probably not happen until Summer of 2026. It is a long process. Funding is locked in at \$1.2million, we have a 5% obligation for payment of \$75,000. There will be some approach work that will need to be done. Request for Proposals / qualification have gone out, and Rob has reviewed them and recommends Barton and Loguidice as the company to do the design work. A resolution should be passed at the next meeting to officially hire them. Rob will also find out if the funding is reimbursed funding or as the project is completed you get reimbursement.

### **3. Assessor Report:** Marlene Norfolk, Assessor

During the month of August, I have been working with Jefferson County Real Property staff on data collection. All the commercial parcels on Route 12 have been inventoried and we are now concentrating on village parcels.

The following is the work that has been accomplished to date:

- 940 aerials
- Five hundred parcels data collected.
- Seven hundred mailers to property owners

The next sections that we would like to do are the islands before harsh weather rolls in. We would like to request a boat and captain to take us around the islands and review the waterfront. It is important for us to be able to qualify the different shorelines and topography of parcels that have waterfront. This information will be used in the valuation process starting in 2025.

The data collection is moving slowly due to the number of corrections that have had to be made on the real property system and the property record cards. This includes missing inventory, new construction, demolitions, and missing sketches. In addition to the corrections, staff have been updating the photos. Since we started field work in June, there have been 250 photos taken and imported to our files and then inputted into the files at the county. Time has been devoted to making these corrections in anticipation of the valuation process we will be conducting next year.

### **4. Highway Report: Zach Calhoun reported:**

Trimmed tress and brush on Stine, Wimmer and Hanni Roads

Did some ditching and replaced 2 culvert pipes on Hanni Road

Brush Tractor has been brushing back some of our back roads

Roadside mower has been trying to keep p with still growing grass

Suit-Kote ground one lane of Bailey Settlement they have been rained out 2 days and will finish tomorrow tentatively them move to Barnes Settlement for the warranty work Friday.

Hauled some for the county

Finished hauling in our road sand for winter

### **Town Barn updates:**

New fuel tanks were installed last week

Concrete was poured today for the trench drains

Gutter grates showed up today.

**5. 6. & 7. Zoning Report / Water Report / Sewer Report** all on the website

**8. Clerk Report:** Sandy reported that all monthly reports have been completed and sent to the appropriate organizations. \$666.93 was turned over to the Supervisor and \$50 for a transfer site permit.

**OLD Business:**

**1. MSPEN Grants, Comprehensive plan:** Met with Morgan Spencer before this meeting discussion on long range planning for the town and things the Board would like to see happen.

**2. NYS Forward:** Documents have been submitted for the Chamber Building. There have been no comments heard from NYS. Don't expect anything until late fall.

**3. Carnegie Bay Trail boat trailer parking:** Seems to be working well, there are no boat trailers in the arena parking lot and at last count there were 22 trailers in Carnegie Bay.

**4. Pro Housing Community:** Certification has been GRANTED.

**5. Zoning Board member replacement:** Save for executive session.

**6. Donated bench in memory completed and mounted.**

**7. Discussion about new union contract:** Executive Session.

**8. Accounting / Bookkeeping software:** The 3 programs that have been looked at.

1. Williamson – everyone agrees not what we want, not cloud-based and very expensive.

2. Tyler is very well known and experienced in the industry and very expensive. \$60,000-\$70,000 up front costs and then \$28,000 to \$30,000 annual fees.

3. G-Works new to NYS. They bought UB Max, our current utilizes software. That support is done December 31, 2024. G-Works software with utilities billing is \$3,000 up front and the annual fee of \$10,080.

**NEW BUSINESS:**

**1. Resolution for Joint Board Meeting with Village of Alexandria Bay for consideration of**

Supervisor Sweet introduced Resolution 2024-16 to Hold a Joint Meeting with the Village of Alexandria Bay. Motion was made by Councilman Davidson to proceed forward with resolution. Motion Seconded by Councilman Hunneyman. Motion carried with roll call vote.

**RESOLUTION TO HOLD JOINT MEETING**

**TOWN OF ALEXANDRIA**

**WHEREAS**, the Town Board of the Town of Alexandria, having duly convened this date for the purpose of considering the formation of a joint fire district pursuant to the provisions of section 189-a of the Town Law and section 22-2210 of the Village Law, and

**WHEREAS** such joint fire district would include all parcels of land within the incorporated limits of the Village of Alexandria Bay and all parcels of land in the Town of Alexandria's Fire Protection District, located outside of both existing Fire Districts.

**WHEREAS**, at least the majority of the members of the Town Board of the Town of Alexandria deems it in the public interest to hold a joint meeting with the Village of Alexandria Bay Village Board, to consider the question of the formation of a joint fire district to include all parcels of land within the incorporated limits of the Village of Alexandria Bay and all parcels of land in the Town of Alexandria's Fire Protection District, located outside of both existing Fire Districts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Alexandria, will meet with the Village of Alexandria Bay, and will hold a joint meeting on the 28<sup>th</sup> day of August, 2024 NY at 6 p.m. at the Village of Alexandria Bay Village Offices at 110 Walton Street, Alexandria Bay, NY 13607, to consider the formation of said joint fire district, and for such other and further action on the part of said Boards with relation thereto as may be authorized and prescribed by law.

The Town Clerk for the Town of Alexandria shall provide a single notice to the media for this meeting and each municipality shall place the notices on their sign board and websites, if any.

The foregoing resolution was offered by Councilman Davidson and seconded by Councilman Hunneyman, and upon roll call of the Board was duly adopted as follows:

Brent Sweet, Supervisor	YES <u>  X  </u>	NO <u>      </u>
Shawn Thomas, Councilman	YES <u>  X  </u>	NO <u>      </u>
Gene Kring, Councilman	YES <u>  X  </u>	NO <u>      </u>
Timothy Davidson, Councilman	YES <u>  X  </u>	NO <u>      </u>
Dale Hunneyman, Councilman	YES <u>  X  </u>	NO <u>      </u>

**BY ORDER OF THE TOWN BOARD OF THE TOWN OF ALEXANDRIA**

Dated: August 21, 2024,

Sandra Caputo, Town Clerk

**2. Bonnie Castle Sale Resolution / Seeker: Attorney Silver read and explained the seeker review for the sale of more than 100 acres of land. Type 1 seeker environmental assessment form from the sale of the property commonly known as Bonnie Castle Recreation center questions as follows:**

**Impact of existing water ways or current projects: NO**

**Subdivision of real estate: NO**

**Construction at site to be done in multiple phases NO**

**Proposed action effect water storage of lakes or ponds NO**

**Proposed action involve excavation, mining or dredging NO**

**Proposed project effect a wetland area NO**

**Proposed action result in an increased demand for water NO**

**Proposed action result in liquid waste NO**

**Proposed action burden existing wastewater facilities NO**

**Will a wastewater facility need to be built to accommodate NO**

**Proposed action includes sources of air emissions including fuel combustion, waste incineration and other processes or operations NO**

**Will it generate methane, air pollutants, increase traffic above current levels, and create additional demand for energy. Will it require expansion of existing substation. NO**

**Will the project call for the storage of petroleum, use of pesticides, management and disposal of solid waste. NO**

**Attorney Silver discussed the GIMO environmental Phase 1 report study that had been conducted in 2019 and explained that the Town of Alexandria had not used the property or made any changes since the time of the study. This study is what was used to complete this**

**Type 2 and because the action is simply a sale of land, there is no environmental impact on the sale of this land. All questions were answered NO.**

**RESOLUTION 2024-17  
TOWN OF ALEXANDRIA**

**A RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY LOCATED AT 43368/574 NYS ROUTE 12, TOWN OF ALEXANDRIA, TAX ID NO. 13.00-3-82.1, APPROXIMATELY 272.39 ACRES COMMONLY KNOWN AS THE BONNIE CASTLE RECREATION CENTER ("Property") TO PAUL GARDNER FOR THE SUM OF \$760,000.00 UNDER CONTRACT OF SALE DATED: July 19, 2024**

At a regular meeting of the Town Board of the Town of Alexandria held at Town Offices, 46372 Co. Rte. 1 Alexandria Bay, N.Y. 13607, on August 21, 2024, at 6:00 p.m.,

The meeting was called to order by Brent Sweet and upon roll being called, the following were:

**PRESENT:** Brent Sweet, Supervisor  
Dale Hunneyman, Councilman  
Shawn Thomas, Councilman  
Timothy Davidson, Councilman  
Gene Kring, Councilman

**WHEREAS** the Town acquired the Property in 2022, and has been unable to use or develop same; and

**WHEREAS** the Town Board considers the Property a prime development area best suited for commercial and/or residential development that will maintain and enhance the real property tax base of the Town; and

**WHEREAS** the Town of Alexandria was appointed the lead agency to conduct a review of the sale of the Property under 6 NYCRR 617.54 and other relevant provisions of the New York State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, the Town Board has determined that the Property is not needed for municipal purposes and is surplus; and

**WHEREAS**, the Town retained the services of Brzostek's Auction Co, Inc. to conduct a public auction of the Property which was held on July 17, 2024; and

**WHEREAS** the Town is authorized to sell the Property at public auction to the highest responsible bidder at the July 17, 2024, public auction pursuant to Section 64 of the Town Law of the State of New York; and

**WHEREAS** Paul Gardner was the highest responsible bidder at the July 17, 2024, auction having submitted a bid in the amount of \$760,000. The Town and Mr. Gardner executed a purchase offer prepared by Brzostec's Real Estate Auction Co, Inc on July 19, 2024. ("Contract") (Copy attached and incorporated hereto.)

**WHEREAS**, the Town Board has identified the proposed action for SEQRA purposes to be the sale of the Property to Paul Gardner for the sum of \$760,000.00 as a Type I Action; and

**WHEREAS** the proposed action is limited to the sale and conveyance of title to municipal property and does not involve the future use or development of the Property; and

**WHEREAS** a Full Environmental Assessment Form (FEAF) Parts 1 and 2 have been prepared and reviewed to assess the potential for environmental impacts of the sale and conveyance of title under the Contract; and

**WHEREAS** the plans for the future development of the Property are unknown and have not been disclosed to the Town. However, all future use and development of the Property will be subject to all applicable local, state, and federal regulations; and

**WHEREAS**, The Town Board has considered the potential environmental impact of the sale of the Property under the New York State Environmental Quality Review Act; and

**NOW**, on motion duly made and seconded, this Board makes the following determinations:

1. The sale of the Property to Paul Garnder under the Contract will not result in any significant adverse environmental impacts that would require the preparation of an Environmental Impact Statement and that a Negative Declaration has been prepared and is found pursuant to Section 617 of the SEQRA regulations as the sale and mere conveyance of title to the Buyer does not create any areas of environmental concern. The basis of this negative declaration is that the proposed action is limited to a real estate sale and conveyance of title only and does not involve the future use or development of the Real Property and that the mere conveyance of title to the Buyer will not have an impact on any of the following: the property, its geological features, surface water, ground water, flooding, air, plants or animals, agricultural resources, aesthetic resources, historic resources, open space/recreation, critical environmental areas, transportation, energy or noise, odor, light, human health. Furthermore, that the sale is consistent with community plans and character; and
2. Any future development and use of the Property by Mr. Gardner is subject to all applicable local, state, and federal regulations; and
3. The Contract is hereby approved and the sales price of \$760,000.00 is deemed adequate, fair, and reasonable; and
4. The sale of the Property is subject to a permissive referendum as required by Section 64 of the Town Law of the State of New York and related statutes; and
5. The Town Supervisor is authorized to execute all documents and take all actions necessary to facilitate this resolution and complete the Contract; and
6. The foregoing "Whereas" recitals are incorporated into this resolution as recognized and authorized actions of the Town Board.

A motion to adopt the foregoing resolution was made by Councilman Davidson and second by Councilman Kring, and upon a roll call vote of the Board was duly adopted as follows:

Brent Sweet, Supervisor	YES <u>X</u>	NO <u>  </u>	Absent <u>  </u>
Dale Hunneyman, Councilman	YES <u>X</u>	NO <u>  </u>	Absent <u>  </u>
Shawn Thomas, Councilman	YES <u>X</u>	NO <u>  </u>	Absent <u>  </u>
Timothy Davidson, Councilman	YES <u>X</u>	NO <u>  </u>	Absent <u>  </u>
Gene Kring, Councilman	YES <u>X</u>	NO <u>  </u>	Absent <u>  </u>

**CERTIFICATION:**

I, Sandra Caputo, Clerk of the Town of Alexandria, do hereby certify that the above resolution was adopted at a regular meeting of the Town Board of the Town of Alexandria held on August 21, 2024, and it is on file and of record and that said resolution has not been altered, amended, or revoked and it is in full force and effect.

Dated: August 21, 2024

\_\_\_\_\_  
Sandra Caputo, Town Clerk

**3. Replace town clerk/tax collector computer:** Motion by Councilman Thomas to buy HP-27" HD Touch-Screen All-in-One 16GBMemory – ITD SSD from best buy for \$1,249.99. ABS will do

the installation and transfer of documents. Motion seconded by Councilman Hunneyman. Motion carried all in favor.

#### 4. Budget Transfers:

##### General A

Account	DR	CR	Explanation
10104.01 Town Board – CE	\$50,000		To cover cost of Comprehensive
19904.01 Contingency		\$50,000	Plan. OK per M. Lisson
14304.01 Personnel – CE	\$ 1,100		Cover cost of M. Lisson
14404.01 Engineer – CE	\$12,000		Cover cost of M. Spencer –
599.01 App fund Balance		\$13,100	Grant writer
20104.01 Supt of Highway – CE	\$ 900		Cover cost of training new
50102.01 Supt of Highway – EQ		\$ 900	Hwy Sup.
51321.01 Garage – PS	\$ 2,500		Cover P/R due to men moving
51324.01 Garage – CE		\$ 2,500	stuffs in & out for renovations.
51322.01 Garage – EQ	\$74,000		To cover renovations costs to
599.01 App fund balance		\$74,000	date

##### General B

36202.02 Safety Inspection	\$ 685		To get insp officer set up with
69894.02 Community Enhancement		\$ 685	I-Pad and file cabinet.

Motion by Councilman Thomas to approve budget transfers. Motion seconded by Councilman Hunneyman. Motion carried all in favor.

#### 5. Presentation of July financials to the Town Board: Nicole emailed everyone.

#### 6. ARPA Funds left (\$1,000) that must be committed to approved designation by 12/31/2024:

Supervisor Sweet explained that because the Plessis Fire District building came in \$1,000 underestimate there is now \$1,000 left in the ARPF Funds. If it is not committed by December 31 the money will be lost. The board will discuss and put ideas together and be ready by the next meeting.

**7. Request to change the name of private road:** Supervisor Sweet called Jim Lawrence the Jefferson County Highway Superintendent and talked to him about road name changes. According to Jim it is strongly recommended that all Towns / County / State up a Road sign at the corner of all private roads that have more than 1 residence. This is all about 911 calls. The Town will continue to have all Private Road name changes be in writing to the Town Board explaining the name change and parcel # / location. A resolution will be made to adopt the road name change.

Motion by Councilman Thomas to go into executive session at 7:21 PM for discussion on personnel and past employment. Attorney Silver and Highway Superintendent Zach Calhoun were invited to stay for the meeting. Motion seconded by Councilman Kring.

Motion by Supervisor Sweet to come out of Executive session at 8:10 PM. Motion seconded by Councilman Kring. Motion carried all in favor.

Motion to appoint Russell Schroth to the Zoning Board by Councilman Davidson motion seconded by Councilman Kring. Motion carried all in favor.

Motion to accept G-Works as the new financial software by Councilman Kring motion seconded by Councilman Hunneyman. Motion carried all in favor.

Motion to adjourn by Supervisor Sweet until August 28, 2024, at the Village Office at 6 PM for a Joint Meeting with the Village Board. Motion seconded by Councilman Kring. Motion carried all in favor.

