

Town of Alexandria  
Town Board Meeting  
July 17, 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 Kring subject to 2 bills that should be paid out of General Fund and not out of the Highway department to approve abstract # 6 from June 21, 2024 – July 17, 2024, total abstract of \$306,615.62 with prepaid of \$15,850.35. Motion seconded by Councilman Davidson. Motion carried all in favor.

Motion by Councilman Hunneyman to approve minutes from May 29, June 5, June 19, June 27, 2024. Motion seconded by Councilman Kring. Motion carried all in favor

Supervisor Sweet read a thank you note from the Alexandria Bay Baptist Church for putting up no parking signs.

**Public Comments:** NONE

**Reports:**

**1. Bolton Ave Recreation Center renovation status:** Councilman Thomas reported that grant applications are going in soon. Supervisor Sweet has spoken to the Board of Election and if anything, needs to go on the ballot in November it must be at Jefferson County by August 1<sup>st</sup>.

**2. Engineer Report:** Rob Campany reported that funding applications for water and sewer are due July 31 and we be complete. The income survey was completed in Redwood, and we do qualify for the Community Block Development Grant (CBDG) in Redwood.

Gazebo work is done and lots of positive comments. Supervisor Sweet told Zach they have requested a little more gravel done by the landing where there are some holes.

Rob reported that Hoover has started to move equipment in and will start work on the trench drains on highway barn next week. Mike Kahrs is working with National Grid on the upgrades to the electrical service at the highway barn.

Rob has looked at the Chamber Building and made a list of projects for upgrades in the building along with prices for the New York Forward Program if the Town wants to apply. Gene said the amount for repointing may want to go up because once the vines come down, we may need more work done. Also, there is room for handicap access ramp. Discussion on ways to make the upstairs usable space. If the Chamber Building was selected for funding it is 100% reimbursement on the project. Application must be submitted by 31 July at 5 P.M. Motion by Councilman Thomas to follow thru and apply for the NY Forward funding. Motion was seconded by Councilman Hunneyman. Motion carried all in favor.

**3. Assessor Report:** July Report from Marlene Norfolk. (not read out loud)

For the past month I and Jefferson County staff have been conducting field reviews of both commercial and residential parcels. The commercial parcels reviewed have been located on Route 12. Residential parcels have included sections of the east side of Route 12.

Prior to the physical data collections, Jefferson County staff have completed aerials of these sections. The aerials have proven to be extremely helpful in identifying missing or erroneous information on the

property record files and in our electronic file. Once these changes have been verified by staff, we have made corrections to both files. This ensures that the data is current, correct and up to date when we get ready to do the revaluation.

This work will continue throughout the summer, fall and into the winter months in preparation for revaluation. The final 2024 assessment roll was completed on July 1<sup>st</sup>. A printed copy of the roll was given to our Town clerk. Image mate, a Jefferson County Real Property informational site, has the 2024 roll information available also.

#### **4. Highway Report given by Zachery Calhoun.**

Did the 4-foot culvert replacement on Bailey Settlement Road – Road is ready for Suit-Kote to grind in August.

Been fixing washed out shoulders from the heavy rains

Started trimming trees and prep work in the Village of Redwood.

Hauling sand in between road projects

Cleaning out plugged beaves pipes on a regular basis

Hauled some for the County

Main road mower has been broken down so mowing has been slow because Bill is using the brush tractor.

Precision Trenchless has been here the last two days lining the culvert pipes on Barnes Settlement. Finished up this afternoon.

**5. Zoning Report given by Norris Handschuh.** In June 16 permits were issues bringing us to 67 permits this year. There was 1 lot line (combination of 2 parcels) there have been 5 this year. A total of \$3,060 was taken in for June. Not given out loud.

**6. Water report given by Sandy Caputo.** A notice of violation was received from the NYS Department of Health for Water District #2 which is the Redwood Water District for Total trihalomethanes MCL Exceedance. This means the maximum contaminant level (MCL) for total trihalomethanes has been exceeded in the Town of Alexandria WD # 2 distribution system for the four calendar quarters ending June 30, 2024. During that time, the locational running annual average (LRAA) for total trihalomethanes was 81.9 micrograms per liter. The MCL for trihalomethanes is 80 micrograms per liter. Letters have been sent to all customers within that water district. Water bills have also gone out. Not given out loud.

**8. Town Clerk Sandy Caputo** reported that all monthly reports were submitted on time and \$917.63 has been turned over to the Town Supervisor, \$200 of which was for transfer site permits. Sandy also reported that Donna was successful with her application for grant funding for a Local Government Records Management Improvement Fund thru New York State Archives, a unit of the NYS Education Department (SED). The amount is for \$16,933 and will cover the cost of new rolling shelving in the vault along with the preservation of historical birth and death records that the books are becoming warn and tattered. The preservation will include microfilming of documents that will be made available at our local library.

#### **OLD BUSINESS:**

**1. MSPEN Comprehensive Planning Agreement.** Motion by Councilman Kring to Accept Morgan Spencer Agreement Version # 2 contract for the Comprehensive Planning Agreement. \$20,000 to be billed in 2024 and the remainder \$30,000 to be billed in 2025. Motion seconded by Councilman Davidson. Motion carried all in favor.

Rob Campany brought up the salt barn funding. He reported that Morgan had asked him for some input and in his opinion there needs to be more planning. The current area is not big enough to put up a new salt barn while the old one is still in place. Zach stated he is not sure how far back we own. Rob thinks we should wait for one more year and put a good plan together and not rush the project, because we just put a new roof on and put together a better plan.

Rob also reported that the Town did get \$1.4 million for the Swan Hollow Road culvert replacement. We will get a letter of approval in the next 3 weeks. It is a long process with 1 year of planning and the project is 100% funded.

**2. Gazebo at Butterfield Lake.** Installation has been completed and Route 37 Building Supply donated a picnic table for the inside of the Gazebo.

- 3. **Carnegie Bay Trail boat trailer parking.** Is working out well. Saturday night there was a Lacrosse game, and the arena parking lot was packed. Everything is working out well.
- 4. **Gutter drain** and runoff piping installed and working at Bolton Ave Rec Center.
- 5. **Zoning board member replacement status.** They received a letter of an interested person and Board would like to put ad in newspaper and see if there is more interested people.
- 6. Amendment to dog control law. Attorney Andy Silver Introduced Local Law No. 6

**Town of Alexandria**

Local Law No. 6 of the Year 2024

A Local Law to Amend the Town of Alexandria Local Law No.2 of 2010 being the Dog Licensing and Control Law of the Town of Alexandria, County of Jefferson for the purpose of adding an enforcement provision.

Be in enacted by the Town Board of the Town of Alexandria (the "Town Board") as follows:

**Title.**

This local law shall be known as Amendment to the Dog Licensing and Control Law of the Town of Alexandria, County of Jefferson, being Local Law No. 2 of 2010.

**Purpose and Intent.**

The purpose of this local law is to amend the current Dog Licensing and Control Law of the Town of Alexandria, County of Jefferson, being Local Law No. 2 of 2010, to add enforcement provision.

**Authority.**

This local law is adopted pursuant to New York Town Law and New York Municipal Home Rule Law.

**Effective Date.**

This local law shall take effect upon filing with the Secretary of State.

**SEQRA Determination.**

The Town Board hereby determines that the adoption of this local law is an unlisted action that will not have the potential for at least one significant adverse environmental impact and that no Environmental Impact Statement will be prepared, and no other determination or procedure is required under the NYS Environmental Quality Review Act (SEQRA).

**Severability.**

If any provision of this local law is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, the remaining provisions of this local law shall remain in effect.

**Town of Alexandria Dog Licensing and Control Law Amended.**

The Local Law No.2 of 2010 titled: "Dog Licensing and Control Law of the Town of Alexandria, County of Jefferson is hereby amended by adding Section 15.1 Enforcement, which shall state as follows:

**"An appearance ticket may be issued by the Town Code Enforcement Officer or other Individual or Entity appointed by the Town Council, in the local Justice Court and, upon a determination of a violation of this Dog Licensing and Control Law, a fine shall be ordered and levied against the Owner payable to the Town of Alexandria. Any such fine shall be paid in full within 30 days of the order.**

**In addition to the above-provided penalties, the Town may also maintain an action in the name of the Town in any court of competent jurisdiction to compel compliance with or to restrain by injunction any violation of this local law."**

Motion by Councilman Davidson to have a public hearing on Local Law # 6 of 2024. Public hearing to be held August 21, 2024, at 6:00 p.m. at the Town Hall at our regular Town Board Meeting. Motion was seconded by Councilman Thomas. Motion carried all in favor.

**New Business:**

1. Pro Housing Community Certification:

**Resolution 2024-15**

**A Resolution for the Town of Alexandria Adopting the Pro-Housing Community Pledge**

At a meeting of the Town of Alexandria, held at the Municipal Building 46372 County Route 1, Alexandria Bay, NY 13607 on July 17, 2024, there were:

Present:

Brent Sweet, Town Supervisor

Shawn Thomas, Councilman

Gene Kring, Councilman

Dale Hunneyman, Councilman

Tim Davidson, Councilman

WHEREAS, the Town of Alexandria (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities.

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS we believe that affirmatively furthering fair housing and reducing segregation is not only required by law but is essential for keeping our community strong and vibrant.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Town of Alexandria, take positive steps to alleviate the housing crisis, adopts the Pro- Housing Communities pledge, which will have us endeavor to take the following important steps:

- Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
- Adopting policies that affirmatively further fair housing.
- Incorporating regional housing needs into planning decisions.

- Increasing development capacity for residential uses.

Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

A motion to adopt the foregoing order was made by Councilman Davidson and seconded by Councilman Thomas and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Sweet	YES <u>  X  </u>	NO <u>      </u>	
Councilman Davidson	YES <u>  X  </u>	NO <u>      </u>	ABSENT <u>      </u>
Councilman Hunneyman	YES <u>  X  </u>	NO <u>      </u>	
Councilman Kring	YES <u>  X  </u>	NO <u>      </u>	
Councilman Thomas	YES <u>  X  </u>	NO <u>      </u>	

CERTIFICATION

I, Sandra Caputo, Town Clerk; of the Town of Alexandria, do hereby certify that resolution 2024-10 was adopted at a regular meeting of the Town Board of the Town of Alexandria on June 19, 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.

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

Motion by Councilman Thomas to authorize Supervisor Sweet to the Pro-housing Letter of intent for a Pro-Housing Community Certification. Motion was seconded by Councilman Kring. Motion Carried all in favor.

July 17, 2024

Pro-Housing Community Program

New York State Homes and Community Renewal (HCR)

Sent Via Email: [prohousing@hcr.ny.gov](mailto:prohousing@hcr.ny.gov)

Subject: Letter of Intent to Apply for Pro-Housing Community Certification

Dear Pro-Housing Community Program,

I am writing on behalf of the Town of Alexandria to express our intent to apply for certification under the Pro-Housing Community Program. Our municipality is committed to fostering housing growth and addressing barriers to development in our community.

The Town of Alexandria recognizes the importance of ensuring adequate housing options for our residents.

We are prepared to provide further data as required to demonstrate our commitment to housing growth in Alexandria. We look forward to the opportunity to contribute actively to the Pro-Housing Community Program and to collaborating with HCR to achieve our shared goals of promoting sustainable housing development. Please do not hesitate to contact us at [\(315\) 482-9519](tel:3154829519) or by email if you require any additional information.

Thank you for considering our intent to proceed. We look forward to becoming a certified Pro-Housing Community.

Sincerely,  
Brent Sweet

Town Supervisor

Town of Alexandria

2. Route 37 Building Supply donation picnic table to Butterfield Lake Pavilion. Supervisor Sweet wanted to Thank Route 37 publicly.

3. Budget Transfers.

Account	DR	CR	Explanation
<b>General A</b>			
10102.01 Town Board – EQ	\$3,105.00		
599.01 Appropriated fund Balance		\$3,105.00	cover cost of 6 Chromebooks
13204.01 Independent Auditing	\$34,200.00		
599.01 Appropriated fund Balance		\$34,200.00	cover 2023 audit 2022 audit pd this year also
51321.01 Garage – PS	\$2,000.00		
51324.01 Garage – CE		\$2,000.00	cover P/R due to renos @ town barn
71804.301.000.65 Spec Fac-CE (Plessis Fire House)	\$28,259.00		
599.01 Appropriated fund Balance (ARPA)		\$28,259.00	Final payment for Plessis Fire House
<b>Highway DA</b>			
51301.03 Machinery – PS (Stipend – Welding)	\$ 500.00		
51304.03 Machinery – CE		\$500.00	Correct error in budget
<b>CB Water</b>			
83404.19 Trans & Dist – CE	\$100.00		
83402.19 Trans & Dist – EQ		\$100.00	Cover costs of expenses

Motion by Councilman Thomas to approve budget transfers. Motion Seconded by Councilman Hunneyman. Councilman Kring questioned the Garage PS and Garage CE. He does not think this should not come out of Highway. Motion carried except the Garage items – which need clarification all in favor.

Supervisor Sweet passed out a letter of support for the Alexandria Bay Historical Society who is looking for funding on some projects. Motion by Councilman Thomas to have Supervisor Sweet sign the letter of support. Motion seconded by Councilman Kring. Motion carried all in favor.

4. Supervisor Sweet Presented June financials to the Town Board.

**5. Town aquatic weed harvester status:** They have been on Mud Lake for the last two days and there has been a tremendous amount of milfoil and weeds around our output of the sewer plant. They got it ¾ cleaned up and the hydraulic pump when up on the drive chain. They would like to go to the Village docks on Friday and try to clean some of the weeds and green stuff on top.

**6. Status NY Forward Project at 7 Market Street.** (chamber building) Discussed earlier.

**7. Request to change the name of private road.** Need more information.

**8. Septic replacement Fund Program:** Jefferson County Planning Department Press Release:

Jefferson County Planning Department Press Release 7/8/2024 Funding Available for the Replacement of Failing Septic Systems near Specific Waterbodies in Jefferson County New York State's Environmental

Facilities Corporation (EFC) has opened Round 4 of the State Septic Replacement Fund Program, which provides funds to repair or replace failing or substandard septic systems located near targeted waterbodies. The purpose of this fund is to replace existing cesspools and septic systems that are having significant and quantifiable environmental and/or public health impacts to groundwater used for drinking water, or a threatened or impaired waterbody. Jefferson County is participating in the State's program. Priority Waterbodies identified for Round 4 include: St. Lawrence River and some of its Minor Tributaries, Lake Ontario Shoreline, including Chaumont Bay and Guffin Bay, Hart Brook and Tributaries, Skinner Creek, Middle, and Tributaries, Specific minor Tributaries to Black River, Pleasant Lake and some of its Tributaries, Moon Lake, Oswegatchie River, Middle, Main Stem, Indian River, Middle, and minor Tributaries, and West Creek, Upper, and some of its Tributaries. Property owners with substandard septic systems located within 250 feet of these waterbodies are encouraged to apply to help improve water quality. Year-round residences, seasonal homes, rental properties and some small businesses may be eligible for the Program. The State's Program allows for 50% reimbursement of eligible costs up to a maximum of \$10,000 per system. Completed applications should be submitted to the County Planning Department. Staff will review applications and award qualified grants monthly. If awarded a grant, you will be required to enter into an agreement with the County. The grant recipients will have one year to complete the work and seek reimbursement. Any work completed prior to a signed award agreement is not eligible for reimbursement. An application and additional information can be found on the Planning Department's webpage at <https://jeffersoncountyny.gov/departments/Planning/septic-system-replacement-program>, or by calling Sara Freda at (315) 785-3144

**9. Major Putnam** asked if the Town was willing to support the Village of Alexandria Bay Fire Department becoming a Fire District. Both the Town and Village have received an Engagement letter from Brad Pinsky for review. Brad Pinsky is a lawyer from Syracuse that would handle the process.

Discussion on does the Fire Department understands all the legal requirements and reports that they will become responsible for.

Motion by Councilman Thomas to sign the engagement letter with the Village Board. Motion seconded by Councilman Hunneyman. Motion Carried all in favor.

**10. Bench for Redwood playground.** A family would like to donate a bench in memory of a child that passed away. Brent in is contact with family.

11. Discussion to put Sportsplex project on the ballot. Discussed before that must be to Jefferson County by 1 August if we want to do this.

Motion to go into executive session by Councilman Davidson at 6:50 pm to discuss teamster negotiations. Rob Campany was asked to stay for a couple of questions. Motion seconded by Councilman Kring.

Motion to come out of executive sessions by Councilman Davidson at 7:34 pm Motion seconded by Councilman Kring. Motion Carried all in favor.

Motion to adjourn at 7:35 until Thursday July 25 at 5 PM by Councilman Thomas. Motion seconded by Councilman Davidson. Motion carried all in favor.