

Town of Alexandria
 Regular Meeting
 February 21, 2024
 6:00PM
 Alexandria.statdvr.com
 Audio/Video

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

Pledge to Allegiance

Roll Call:

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

Motion was made by Councilman Davidson to approve and pay the abstract bills as presented. Motion was seconded by Councilman Kring and carried with all voting in favor thereof.

Motion was made by Councilman Kring to accept the minutes of the January 17, 2024, meeting. Motion was seconded by Councilman Thomas and carried with all voting in favor thereof.

Motion was made by Councilman Thomas to open the public hearing on the abandoning of Old County Route 192. Motion was seconded by Councilman Davidson.

A property owner whose property abuts the road asked what happens with this once it's abandoned. She stated that it doesn't matter to her, but she was curious.

Mr. James Lawrence, Jefferson County Highway Superintendent, explained that this road was not taken "in fee" but rather it was as a right of way. Consequently, the land goes back to the property owners to the center line.

Supervisor Sweet mentioned a previous case with a state highway that required the town to put the land out for bid. Mr. Lawrence explained that was because the state road had been "in fee". However, that is not the case here.

Motion was made by Councilman Kring to close the public hearing. Motion was seconded by Councilman Davidson and carried with all voting in favor thereof.

Local Law No. 4 of 2024 To Abandon Old State County Route 192

WHEREAS, County Route 192, also known as Old State County Route 192 has not opened or been worked on for at least six years, and

WHEREAS County Route 192 is approximately 0.67 miles in length, and

WHEREAS the Town Highway Superintendent has submitted a request to have the road officially abandoned, and

WHEREAS a certificate of abandonment (including road description) and a town resolution consenting to abandonment must be filed in the town clerk's office,

WHEREAS a public hearing was held on February 21, 2024, with James Lawrence, County Highway Superintendent, in attendance to answer any questions pertaining to this proposal, and

WHEREAS the adoption of this local law by the town board shall be an immediate abandonment and discontinuance of the use for highway and street purposes of said sections or part of the old road described in this resolution without further or other proceedings.

NOW THEREFORE BE IT RESOLVED that the Town Board of the Town of Alexandria does hereby approve the abandonment of Old State County Route 192.

Motion to adopt the foregoing Local Law was offered by Councilman Davidson, seconded by Councilman Hunneyman and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Sweet	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Absent <input type="checkbox"/>
Councilman Davidson	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Absent <input type="checkbox"/>
Councilman Hunneyman	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Absent <input type="checkbox"/>
Councilman Kring	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Absent <input type="checkbox"/>
Councilman Thomas	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> Absent <input type="checkbox"/>

CERTIFICATION

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

Sandra Caputo, Town Clerk

Yearly Appointments

Motion was made by Councilman Davidson and seconded by Councilman Kring to accept the yearly appointments read by Supervisor Sweet and listed below. Motion was carried with all voting in favor thereof.

Town of Alexandria 2024 Appointments

Town Board Meetings are on the THIRD (3rd) Wednesday of every month at 6:00pm

Deputy Supervisor-----Shawn Thomas

Deputy Clerk, (part-time) ----- Donna Dutton

Budget Officer ----- Brent Sweet

Clerk to the Supervisor----- Nicole Milsap

Director of Finance ----- -Gene Kring

Accounting Firm/ Accountant----- -Grossman St. Amour CPA/Michael Lisson

Bookkeeper----- Nicole Milsap

Town Office Building Manager ----- Brad Millett

Assessor -----(acting) Marlene Norfolk

Attorney(s)-----Andrew Silver

Banks-----Watertown Savings Bank

Collector of Taxes, Dog Licenses, Marriage Licenses, Death Certificates, Hunting
Licenses, Publication of Legal Notices-----Sandra Caputo, Donna Dutton

Collector of Town Fees, Rents, Revenues----- Sandra Caputo, Donna Dutton, Brent Sweet, Nicole Milsap

Engineers/Architects: -----4th Coast/Rob Company, BC & A, Drew Architecture

Consultants -----St. Lawrence Engineering, DANC

Health Officer ----- Chris Symenow, Rob Company

Historian-----Tom Folino

Investment Officers-----Tim Davidson, Gene Kring, Shawn Thomas

Mileage -.65.5 cents per mile (2024 IRS Prevailing Rate) pd. for town business use

Official Newspapers-----Thousand Islands Sun and/or Watertown Daily Times

Sub Registrar-----Sandra Caputo

Foils Officer/Administrator -----Sandra Caputo

Foils Appeal Officer(s)----- Brent Sweet, Andrew Silver

Zoning Enforcement Officer(s)-,,----- Norris Handschuh, Ronald Beach

Supervisor & Town Board Responsibilities:

Brent Sweet — Supervisor — Budget Officer; Liaison to Village, Liaison to Town Courts, Liaison to County, Deposits and Records, Transfer Site & Arena, Grant Applications, Town Property, Personnel, Rink revenues/deposits, Transfer site revenues/deposits, Liaison to elected state and federal representatives, Liaison to bookkeeper & accountant, town budget.

Dale Hunneyman--- Liaison to TI Bridge Authority, Assessor, Enforce Procurement Policy, Purchasing Manager, Chamber of Commerce Liaison, Bed Tax, Liaison to Attorney General, Transfer-site

Tim Davidson - Policies and Procedure Administrator and Updates, Evaluations, Grant Applications, Foils Consultant, Town Office Personnel, Audit Control, Union Negotiations, Enhancement projects, Capital projects, Monthly

Priority/Goals meeting

Shawn Thomas — Deputy Supervisor-- Highway Department, Water & Sewer districts departments, Town Recreation Center, TOA Youth Program, Enhancement projects, Capital Projects, Grant Opportunities, Union Negotiations

Gene Kring —Director of Finance Highway Dept., Liaison to Youth Program, Redwood Water & Sewer, Personnel, Abstract examiner, Zoning and Planning, Personnel Liaison Attorney/Legal Services, Liaison to elected state and federal representatives, Liaison to accountant, Update special districts ordinances.

Town Water and Sewer Committee----, Sandra Caputo, Jamie Papin, Jay Gascon

Cemetery Committee-----Tom Petrie, Morris Weller, Marilyn Canestra, Norris Handschuh,

Mike Tibbles---- Highway Superintendent, Highway Town etc. Town Road Rehabilitation & Repair,

Bed Tax Committee: -secretary, Ron Thomson, Jim Durand, Gary Williams, Pat Snyder, Sue Boyer, Cathy Garlock

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, Bob Markert, Alternate — Mark Reynolds

Agriculture Committee---Tom Petrie, Mike Shannon, Dick Campney, Jim Stine

Town Wide Holiday Festivities Committee—Matt Chase, Tom Petrie, Dale Hunneyman, Les Dollinger, Brad Millett

Board of Assessment Review----- Kurt Hanni, Mike Shannon, Robert Crowe

Rt 12 Joint Sewer Board; Alexandria, Orleans, Clayton, Brent Sweet, Sandra Caputo,

REPORTS:

Bolton Ave Recreation Center Renovation Status

Supervisor Sweet advised that the grant writers really need to know all the information before they can work on a grant for the project. Andrew Garlock is getting the information to them, and this topic can be discussed at next week's adjourned meeting.

Engineer Report

Rob Campany addressed the need to have an income survey done for the Redwood project. He explained that it meets the criteria for low/moderate income and would qualify for the CDBG funding. The application that was originally submitted was kicked back because the boundaries didn't quite match with about 20-30 properties not being within both the boundaries. He explained that the people would meet the threshold for the Rural Community Assistance Program. He explained that income surveys had been done by mail without much success. However, the firm of G&G Municipal Consulting and Grant Writing, Spencerport, New York has had success in conducting income surveys. He also advised that the response rate must be 80% or above to qualify and this firm has always gotten that response rate.

Motion was made by Councilman Kring to hire G&G Municipal Consulting and Grant Writing to conduct the income survey for Redwood at a cost of \$7,990.00 plus postage. This would include data collection and low/moderate income report to be used for CDBG application for approximately 200 occupied residences of the hamlet of Redwood. Motion was seconded by Councilman Davidson and carried with all voting in favor thereof.

Councilman Hunneyman asked Mr. Campany if there were any fresh water grants available for Route 12 to back fill the village. Mr. Campany explained that something like this would require a strong case being built for it and the Department of Health would have to be on board as well as the village. If it was a case of being under order by the State DOH, it would stand a better chance of approval. Supervisor Sweet commented that he hadn't heard that they were under order. Mr. Campany remarked that the DOH had said they would like to see two towers in the village, but the village was going to see if they really needed two.

Mr. Campany advised the board that regarding the Butterfield Lake pavilion, DEC has determined that 9 pipes will have to be put in for the construction.

Condemned and or junk local law property inspection/enforcement.

Rob Campany discussed the many reasons of the unsafe building law and how any one of them could be an issue in citing a property. He commented that for the town to serve notice on the property owner the town attorney would be involved in the process if legal action must be taken.

Supervisor Sweet mentioned the house in Redwood that had burned down. He stated that he had received a call regarding the property. When he went over there were kids playing on top of the pile of wood. He commented that he would think there would be several nails there that kids could get hurt with.

Rob explained that the zoning officers should start by sending out letters to property owners. He also advised that if the town determines that they want to tear down unsafe buildings, the cost is not cheap.

Assessor Report

Supervisor Sweet read through the report as well as presenting a report on the meeting he attended regarding data collection and revaluation held with Jefferson Co. Real Property Director Roxanne Burns, Assessor Marlene Norfolk, and Real property attendees: Daniele Cummings and Alex Burke. Marlene is currently finishing up changing assessments of 450 (+-) parcels that were revalued in the last 18 months. The data collection for the Reval has officially started as of January 2024. The contracted price for the collection year one is \$34,186 which is due on July 1, 2025, the tentative data collection completion date.

Highway Report

Councilman Kring reported that they have been out plowing roads. They brought in 3 pieces of equipment to service, and they are getting Bobby's truck ready for both summer and winter seasons.

Zoning Report

No written report presented. There will be an end of the month report prepared. Supervisor Sweet also remarked that he would pass on comments from this evening's meeting about condemned property and unsafe buildings.

Water/Sewer Report

Two sewer pumps were replaced. Regular duties, testing and reports were done. The chimney cap at the ice rink was replaced. The blades on the Zamboni and one pane of glass in the arena were replaced. Ely's started installing electric service to the new building at the sewer plant,

Arena/youth report

No report was given.

Dog law on Hold for New NYS regulations 01-01-2025 review

Supervisor Sweet asked Mr. Lawrence about the new dog regulations that could be put in place.

Mr. Lawrence commented that there are several new regulations that will affect the dog laws. There is a concern for noise control in the shelters and therefore there will be monitoring of decibel levels. The cages must be a certain size and separated. Dogs will need to be walked. There will need to be climate control and air ventilation as well as monitoring of the vehicles while the dogs are being transported.

Supervisor Sweet explained that he had talked with dog control officers from other towns, and they don't want to make any decision about adding our town until they know just what the new regulations will be.

Mr. Lawrence commented that there will be a high cost associated with the new regulations.

Clerk Report

All monthly reports are completed and submitted. Tax collection was extremely busy during the month of January.

Sandy plans on attending the Local Government Conference for training sponsored by NYS Tug Hill Commission on Thursday, May 2nd.

Historian's Report

Mr. Folino's report indicated a very busy year for the Historian's Office. Gifts included paper files of A.C.S. Coach George Brown; two scrapbooks kept and maintained by Jacky Dobbins; a rare publication of "Pleasure Yachts of the 1000 Islands"; 9 vintage blowups of river structures and scenes from earlier days; photo of 1947-48 ACS hockey team; two antique plates; a publication

of “An Old Fashioned Christmas”; photo of 1956 ACS band; newspaper clippings related to Bill Johnston; and much needed 3 ring binders.

Mr. Folino also contributed several photos to the TI Sun for their annual “Memories” edition. He also did an on-camera interview with TV Channel 7 regarding the history of Adventure Town.

Supervisor Sweet commented that Mr. Folino had done a very nice job this past year.

Old Business

Resolution Declaring Streetscape Project Closed

WHEREAS the Town of Alexandria entered into a Streetscape Grant Project with the Village of Alexandria Bay and the Department of State in 2020; and

WHEREAS the Streetscape project has now been completed and finished,

THEREFORE, the Alexandria Town Board declares the Streetscape project closed.

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

Supervisor Sweet	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Councilman Davidson	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Councilman Hunneyman	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Councilman Kring	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Councilman Thomas	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

CERTIFICATION

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Sandra Caputo, Town Clerk

Trophy Quote on Bolton Ave Rec Center plans and cost of project

Motion was made by Councilman Thomas to approve the trophy quote on the Bolton Ave Rec Center. Motion was seconded by Councilman Davidson and carried with all voting in favor.

Construction at chamber office, in budget

Supervisor Sweet advised that they were waiting for a third bid and will discuss this at next week’s meeting.

TOWN OF ALEXANDRIA
SUMMARY OF BUDGET TRANSFERS #9
FYE 12/31/2023

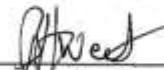
2/21/24 for YE 12/31/23

ACCOUNT	DR	CR	Explanation
General A			
11101.01.000.02 Justices PS	\$ 750.00		Accrual
11101.01.000.03 Justices PS		\$ 750.00	
11102.01.000.00 Justices - Equipment	\$ 705.00		Filing Cabinet
11104.01.000.00 Justice - CE		\$ 705.00	
12201.01.000.00 Supervisor - PS	\$ 1,335.00		Accrual
12202.01.000.00 Supervisor - EQ		\$ 1,335.00	
12301.01.001.06 Clerk to Supv - PS	\$ 390.00		Accrual
12304.01.000.00 Clerk to Supv - CE		\$ 390.00	
13301.01.000.00 Tax Collector - PS	\$ 232.00		Accrual
13304.01.000.00 Tax Collector - CE		\$ 232.00	
13551.01 Assessment PS	\$ 404.00		Accrual
13554.01 Assessment CE		\$ 404.00	
14101.01 Town Clerk - PS	\$ 1,060.00		Accrual
14102.01 Town Clerk - EQ		\$ 1,060.00	
16204.01 Buildings CE	\$ 805.00		Misc expenses
16704.01 Print/Mail CE	\$ 446.00		Postage
50101.01 Supt of Hwys - PS	\$ 1,630.00		Accrual
51324.01.000.13 Garage - CE	\$ 2,004.00		Misc expenses
71404.01 Arena / Rec - CE	\$ 971.00		Northern Glass & Grays
71404.01.000.18 Arena/Rec - CE BCS	\$ 171.00		Water & Sewer Bill
81601.01 Refuse/Garbage - PS	\$ 138.00		Accrual
81604.01.000.66 Refuse/Garbage - Brush Pit	\$ 955.00		Hay barn bill
88104.01 Cemeteries - CE		\$ 7,120.00	
General B			
73104.02.000.33 Youth - Cans Distribution	\$ 8,703.00		Over due to amt of 3622 in 2023
80101.02 Zoning - PS	\$ 431.00		Accrual
73101.02 Youth - PS		\$ 9,134.00	
Highway DA			
51302.03 Machinery EQ	\$ 3,021.00		Flow on new FSO
51304.03 Machinery - CE	\$ 1,565.00		Misc expenses
51421.03 Snow Removal - PS		\$ 4,586.00	
Street Lighting			
51824.07.000.43 SL - EW	\$ 50.00		Electricity budgeted low
51824.07.000.42 SL - Plessis		\$ 50.00	
RW Sewer			
81101.09 SS Admin - PS	\$ 41.00		Accrual
81201.09 SS - PS	\$ 1,005.00		Accrual
90308.09 Social Security	\$ 80.00		For Accrual
81204.09 SS - CE		\$ 1,126.00	
Rt 12 Sewer			
81101.13 Rt 12 Sewer Admin - PS	\$ 3.00		Accrual
2128.13 Interest & Penalties (Revenue)		\$ 3.00	

OS Water			
83101.08 Administration - PS	\$ 125.00		Accrual
83104.08 Administration - CE		\$ 125.00	
Redwood Water			
83101.21 Administration - PS	\$ 52.00		Accrual
83401.21 RW Water - Trans & Dist - PS	\$ 375.00		Accrual
83402.21 RW Water - Trans & Dist EQ	\$ 500.00		Final amt - tower painted
83404.21 Trans & Dist - CE	\$ 62.00		Misc expenses
90308.21 Social Security	\$ 10.00		For Accrual
83104.21 Admin - CE		\$ 999.00	
Rt 12 Water			
83101.22 Rt 12 Water Admin - PS	\$ 111.00		Accrual
90308.22 Social Security	\$ 8.00		Extra SS needed
83104.22 Administration CE		\$ 119.00	
Carnegie Bay Water			
83101.19 Administration - PS	\$ 12.00		Accrual
83104.19 Administration - CE		\$ 12.00	
Edgewood Water			
83101.20 EW Water - Admin - PS	\$ 7.00		Accrual
83104.20 EW Water - Admin - CE		\$ 7.00	

Transfers

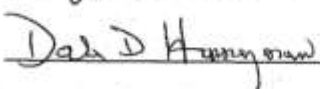
Approved by:











Date: 2/29/24

Budget Transfers

Motion was made by Councilman Thomas to approve the foregoing budget transfers. Motion was seconded by Councilman Davidson and carried with all voting in favor thereof.

Records grant resolution; Local Government Records Management Improvement Fund

Resolution In Support of LGRMIF Grant Application

WHEREAS the Local Government Records Management Improvement Fund (LGRMIF) grants program provides funds to help local governments establish records management programs or develop new program components, and

WHEREAS local governments are expected to assume primary responsibility for ongoing support of their programs by providing the resources to manage their records on a continuing basis consistent with the 1987 Local Government Records Law, and

WHEREAS the Town of Alexandria Town Clerk’s Office desires to apply for a grant under this program, in the amount of \$ 16,933 which would include proper roller shelving for vital statistic books and minute books as well as the professional preservation of the contents of these books which date back to 1865, and

WHEREAS the grant will also fund the microfilming and digitizing of the town board minute books dating back to 1865 with a copy of both formats being available for use at the McSherry Library to allow for the public to do historical research related to town government, and

THEREFORE, BE IT RESOLVED that the Town Board authorizes the Town Supervisor to sign the Institutional Authorization Form that must accompany this grant showing the board’s support for the project and for the town’s records management program.

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

- Supervisor Sweet YES ___ X ___ No _____
- Councilman Davidson YES ___ X ___ No _____
- Councilman Hunneyman YES ___ X ___ No _____
- Councilman Kring YES ___ X ___ No _____
- Councilman Thomas YES ___ X ___ No _____

CERTIFICATION

I, Sandra Caputo, Town 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 February 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.

Sandra Caputo, Town Clerk

Grant Writing Quotes

Supervisor Sweet explained that they were still waiting since the grant writers really need all the information prior to doing their proposals.

Approve Shane Umstead as full-time MEO

Motion was made by Councilman Kring to approve the hiring of Shane Umstead as a full-time MEO in the Highway Department at a starting salary of \$24.10 per hour. Motion was seconded by Councilman Davidson and carried with all voting in favor.

New electronic digital sign at town office

Councilman Hunneyman advised that he had spoken with Bill Gill and they had done an electronic sign for the town of Macomb for between \$30,000 -\$35,000. He wondered if there were any grants available for a one-sided electronic sign.

Councilman Davidson responded that he didn't have any problem looking into it. However, he wondered why we couldn't put the information on the electronic sign that we already have.

Payment from court clerk complying with supreme court order in full.

Supervisor Sweet commented that he had advised board members of this.

Board of Assessment Review (BAR) appointment

Resolution Appointing Board of Assessment Review Member

BE IT RESOLVED that Robert W. Crowe is hereby appointed to serve as a member of the Town of Alexandria Board of Assessment Review.

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

Supervisor Sweet	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman Davidson	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman Hunneyman	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman Kring	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Councilman Thomas	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

CERTIFICATION

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Sandra Caputo, Town Clerk

Two (2) electronic speed signs for the hamlet of Redwood

Supervisor Sweet remarked that in the past the town had contacted the DOT about the speeding in Redwood and vicinity. After doing a speed study, the DOT said that there was not a problem there. Supervisor Sweet advised that the town has obtained the necessary permit application for two electronic speed signs to be placed in Redwood. This has been sent to DOT and the town is waiting for the signs.

Executive Session

At 7:15 pm motion was made by Councilman Kring and seconded by Councilman Davidson to move into executive session to discuss the employment history of a current, future and/or past town employee(s) Motion was carried with all voting in favor.

At 8:02 pm motion was made by Councilman Kring and seconded by Councilman Davidson to come out of executive session. Motion was carried with all voting in favor.

At 8:03 pm motion was made by Councilman Thomas and seconded by Councilman Hunneyman to adjourn to Thursday, February 29, 2024, at 4:30 pm for all town business.