

Village of Sackets Harbor Board of Trustees
December 8, 2020
Annual and Regular Meeting
112 N. Broad St.
Sackets Harbor, NY 13685

Present: Mayor Eric Constance, Deputy Mayor Barbara Boulton, Trustee Phil Fay, Trustee Ron Mildren, Trustee Mark Pacilio. Also present: Treasurer Jim Yuhas.

Trustee Mark Pacilio was welcomed by Mayor Constance, who also thanked Trustee James Bray for his 4 years of service on the Board of Trustees.

The annual Meeting was called to order at 6:30 pm with the Pledge of Allegiance.

The following authorizations were approved in a motion made by Deputy Mayor Boulton and seconded by Trustee Mildren. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays:

- Authorize payment in advance of audit, claims for public utility service, postage, freight, payroll taxes and express fees, medical, dental, life and disability insurance premiums as well as advance registrations for conferences and classes.
- Designate the Regular Open Meeting dates of the Board of Trustees as the second Tuesday of each month to commence at 6:30 PM.
- Designate the Depository Institutions for the Village of Sackets Harbor as: Watertown Savings Bank and Community Bank.
- Authorize the following check signing procedure, the Treasurer or Mayor may sign checks.
- Designate the official newspaper for the Village of Sackets Harbor as the *Watertown Daily Times*.
- Authorize the mileage rate to be as set by the IRS guidelines.
- Authorize officials and employees to attend meetings, conferences and workshops.
- Authorize Village and Employee co-payment of medical and dental insurance premiums (Village pays 90% of premium, employee pays 10% premium). For employees hired after June 1, 2010, the Village will pay 75% of premium and employees will pay 25% of premium.
- Authorize the Village share of the Treasurer's health insurance premium to be paid to the Town of Wilna
- Authorize the following appointments for the following terms:
 - Deputy Mayor – Barb Boulton - one year
 - Deputy Treasurer – Mary Ann Yuhas – one year

- Deputy Clerk – Shannon Mason – one year
- Deputy Registrar – Shannon Mason –one year
- Zoning Enforcement Officer – James Corbin - one year
- Heritage Area Director – David Altieri - one year
- Visitor’s Center Director – Gail Gorgen - one year
- Village Historian – Jeannie Brennan & Constance Brennan-Barone - one year
- Village Attorneys – Conboy, McKay, Bachman & Kendall - one year
- Village Engineer – Bernier, Carr & Associates - one year
- Village DPW Superintendent – Lynn Martin

COIN DEPOSIT POLICY

Review and ratify the Coin Deposit Policy:

DPW staff is to retrieve coins from the water dispensers, place them in the deposit bags to be provided by the Watertown Savings Bank, lock the bags and return them to the bank to be counted and deposited.

INVESTMENT POLICY

Ratify the Investment Policy

ACCEPTANCE OF CREDIT/DEBIT CARD, ACH PAYMENTS FOR VILLAGE TAXES AND WATER/SEWER BILLS

Ratify the Acceptance of Credit/Debit Card or ACH payment for Village Taxes and water/sewer bills policy

PROCUREMENT POLICY

Ratify the Procurement Policy

The Annual Meeting was closed and the regular monthly meeting was opened at 6:39 pm.

REVIEW OF MINUTES

The minutes from the November 10, 2020 meeting were approved as corrected in a motion made by Trustee Mildren, seconded by Trustee Fay. Vote 4 ayes (Constance, Boulton, Fay, and Midren), 0 nays, 1 abstained (Pacilio).

MAYOR’S REPORT

Mayor Constance gave an update on the REDI Grant projects. The Seawall project’s EFC is not signed yet. The scope of work for the bulkhead/sheet pile wall repair at Market Square Park has not yet been approved by FEMA. If there is a delay in the FEMA determination there is a probability that the project will not be able to be done this year in 2021, so there is a possibility that REDI money will be used instead.

He reported that there is a verbal agreement with the owner of the land next to the Municipal parking lot for a permanent easement on his land for more parking. They are also working with the Town for parking at the 3rd Alarm building.

The DANC reports for October and November were included for the Board. The Class D Operator for the water department is now supplied by DANC. The Department of Health feels the Village should have our own on staff. Lynn Martin, DPW Superintendent, and another DPW employee will begin training for this in 2021.

The Bloomfield Cannon contract extension with the State was approved in Resolution #8 of 2020 introduced by Deputy Mayor Boulton and seconded by Trustee Pacilio. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

The Village received a \$30,000 Grant from the NY Power Authority for the LED Smart Technology Program. It will have to be used within the next 18 months.

The board approved pursuing a grant for an electric car charging station in a motion made by Trustee Mildren and seconded by Trustee Fay. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays. The solar law/zoning revisions recommendations were shared with the Board for their review. It was tabled until next month.

As built drawings for the Madison Barracks infrastructure were received from their engineers and are being reviewed. We will send a letter by the end of the month to the Department of Health with a progress report.

The owners of the Stone Hospital, which sustained substantial wind damage, are getting quotes on repairs and hope it will be taken care of soon after the 1st of the year. They have been doing clean-up of the debris. There is a sales contract with a new owner but the sale has to be approved by the court.

Board of Trustees Committee/Liaison

Assignments:

Mayor Eric Constance

Sackets Harbor Fire Company
Sackets Harbor Police Department
Sackets Harbor Central School
PDD up-date

Deputy Mayor Barb Boulton

Sackets Harbor Police Department
Hay Memorial Library
Can-Am Festival
Whooville
Military Cemetery Committee
18.12 Run

Trustee Phillip Fay

Marketing Committee
Greater Sackets Harbor Chamber of Commerce
Visitor Center
Water/infrastructure Madison barracks

Trustee Ron Mildren

Pickering Beach Museum
Local Development Corporation
Joint Recreation Committee
Community Forum
Zoning Re-write Committee

Trustee Mark Pacilio

Tree Committee
Heritage Area Board
Madison Barracks Infrastructure /Economic
Development
Zoning Re-Write Committee

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The list of committee appointments is attached.

PUBLIC COMMENT

The meeting was opened to the public at 7:35 pm.

Diana Woodhouse questioned where the proposed parking lot will be. She extended compliments to the DPW and the Chamber of Commerce for the Christmas decorating.

Jay Cramer said it was great news that the Stone Hospital is moving along.

TRUSTEE REPORTS

Deputy Mayor Boulton reported that the Library is open for grab and go, the 2nd floor renovation project is set to start after the first of the year. The Military Cemetery Committee is moving forward using email instead of a physical meeting this month. The Can-Am committee will be starting up next month.

Trustee Fay reported that Gail Gorgen will not be retiring this year after all. The Chamber of Commerce did decorating for Whooville. The LED lighting system poles are not owned by the Village.

Trustee Mildren reported that neither the LDC nor the Joint Rec Committee met this month.

Trustee Pacilio said that it was good to be back on the Board. He was last on the Board 13 years ago. He will be working with Madison Barracks on their plans.

Resolution #9 of 2020 authorized the Mayor to sign the contract to purchase certain street lights from National Grid for their conversion to LED lights. It was introduced by Trustee Fay and seconded by Deputy Mayor Boulton. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

TREASURER'S REPORT

The Treasurer's Report was accepted in a motion made by Deputy Mayor Boulton and seconded by Trustee Mildren. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

Budget Transfers were done in a motion made by Trustee Fay and seconded by Deputy Mayor Boulton. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

The bills listed on Abstract #7 with vouchers V1-00061 through V1-00151 with the exception of V1-00120 were paid in a motion made by Trustee Mildren and seconded by Deputy Mayor Boulton. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays. Voucher V1-00120 will be dependent on confirmation from the Planning Board.

DEPARTMENT HEAD REPORTS

Lynn Martin, DPW Superintendent, reported that the DANC Antenna on the water tower needs to be replaced. The \$3,500 expense was approved in a motion made by Deputy Mayor Boulton and seconded by Trustee Pacilio. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

He reported that T-Mobile is installing power to the water tower through the Military Cemetery. The public bathrooms downtown are now closed for the season. The Municipal Building will be open during Whooville for bathroom use on Saturday from 10-4.

There are issues with certain water and sewer lines, the E Washington St sewer line has issues with gullies and a break. It will be approximately \$400,000 to replace the piping on E Washington St.

Corey Reid, Village Engineer, reported he will be working on the Market Square Park design.

Paul Trudeau, Police OIC, reported that the new traffic speed signs have arrived but have not been put into use yet. The old one is not operating again.

The required police reform effort has been started. A pre-draft will be presented next month with a survey ready to be sent out. That will be followed by a Board resolution at the February meeting.

The work on the garage for the police cars is appreciated.

Dave Altieri, Heritage Area Director, reported that the recommended zoning law changes will be sent in a week.

PUBLIC COMMENTS

The meeting was opened to the public at 8:29 pm. No comments were offered.

The meeting was adjourned at 8:30 pm with a motion by Trustee Mildren, seconded by Deputy Mayor Boulton. Vote 5 ayes (Constance, Boulton, Fay, Midren and Pacilio), 0 nays.

Minutes submitted by

Peggy Kelly
Village Clerk

The committee appointments for 2020-2021:

Appointments
12/8/2020
Annual Mtg

Position	Name	Replacement	Term End
Deputy Mayor	Barbara Boulton		12/06/21
Treasurer	James Yuhas		12/14/21
Deputy Treasurer	Mary Ann Yuhas		12/14/21
Village Clerk	Margaret Kelly		12/14/21
Deputy Village Clerk	Shannon Mason		12/14/2021
Planning Board/ZBA Sec'y	Shannon Mason		12/14/2021
DPW Supervisor	Lynn Martin		12/14/2021
Zoning Enforcement Officer	James Corbin		12/14/2021
Engineer	Bernier, Carr & Associates		12/14/2021
Village Registrar	Margaret Kelly		12/14/21
Deputy Village Registrar	Shannon Mason		12/14/2021
Heritage Area Director	David Altieri		12/14/2021
Visitor's Center Director	Gale Gorgen		12/14/2021
Village Historian	Jeannie Brennan/Connie Barone		12/14/2021

Employees

Visitor Center - part time			
DPW - Foreman	John Madlin		
DPW - Laborer	Larry Tiller		
DPW - Laborer - Part time			
DPW - Laborer - Part time			
DPW - Laborer - Part time			
DPW - Summer Laborer			
Police OIC - Part time	Paul Trudeau		
Cleaner	Cathie Ginn		

Elected
Village Board

Mayor	Eric Constance		12/06/21
Trustee	Ron Mildren		12/06/21
Trustee	Phillip Fay		12/06/21
Trustee	Mark Pacilio		12/5/2022
Trustee	Barbara Boulton		12/5/2022

Planning Board	PB Chair	Janet Quinn		12/14/21
	PB Member	Dick Stephens		12/12/23
	PB Member	Stasse Perkins		12/09/25
	PB Member	Thomas Dyckes		12/13/22
	PB Member	Merle Tousant		12/13/22
	PB Alternate	Mike Smith		12/09/25

Zoning Board	ZBA Chair	Jon P. Constance		12/14/21
	ZBA Member	Frank Reynolds		12/10/24
	ZBA Member	John Kenna		12/08/25
	ZBA Member	Lawrence Barone		12/13/22
	ZBA Member	Floyd Dame		12/12/23

Housing Authority Annual Meeting	Chair	Betsy Regan		April, 2021
	Vice Chair			
	Secretary	Brenda Scordo		Dec, 2024
	Treasurer	Cec Perkins		Feb, 2023
	Member	Marsha Gaffney		Nov, 2023
	Member	Christine Eggleston		July, 2025
	Member	Judy Fiorentino		May, 2023
	Member	Dave Haldeman		Aug, 2025

Marketing Committee		Christine Eggleston		
		Connie Barone		
	Mayor	Eric Constance		
		Katie Riordan		
		Dave Altieri		
	Board Member	Phillip Fay		
		Gail Gorgen		
		Kevin Smith		
		Chamber of Commerce Rep		

Joint Rec	Town	Chair		
	Village Board Rep	Ron Mildren		12/6/2021
	Town Board Rep			
	Village	Briggs McAndrews		12/8/2020
	Town			
	Town	Jeff Robbins		
	At Large	Derek Derouin		
	Village	Paul Trudeau		12/8/2020

Military
Cemetery

Chair	Barb Boulton		12/6/2021
Member	Glenn Shephard		12/14/2021
Member	Richard Stevenson		12/14/2021
Member	Paul Trudeau		12/13/2022
Member	Don Matthews		12/13/2022

Can/Am

Chair	Cheryl Payne
Deputy Mayor	Barb Boulton