

At a regular meeting of the Malone Village Board, held on Monday, March 24, 2008, at 6:30 p.m., at the Malone Village Meeting Room located at 16 Elm Street, the following were present:

BRENT S. STEWART

MAYOR

Susan Hafter

Trustee

Dailon Patnode

Trustee

Lenora Richards

Trustee

Todd LePine

Trustee

Also in attendance:

Tammy R. LaValley, Village Clerk

Dolly Maguire, Village Treasurer

Jeff Smith, DPW Supervisor

Chief of Police, Steve Stone

One resident from the Village of Malone

(Did not sign in)

The meeting opened at 6:30 p.m. with the Pledge of Allegiance.

MINUTES APPROVED FROM LAST REGULAR MEETING. (3-10-2008)

Upon motion made by Trustee Patnode, seconded by Trustee Hafter and unanimously carried by the Board, the minutes of the last meeting were approved as received.

BILLS PAID.

Upon motion made by Trustee Richards, seconded by Trustee Patnode and unanimously carried by the Board, the following bills were authorized for payment:

| | |
|----------------------------|---------------------------|
| JOINT REC FUND | \$81.08 |
| CAPITAL FUND | \$650.00 |
| REVOLVING LOAN FUND | \$6340.00 |
| SEWER FUND | \$30412.33 |
| WATER FUND | \$32066.52 |
| GENERAL FUND | \$133778.80 |
| TRUST & AGENCY | <u>\$146829.98</u> |

TOTAL: \$350158.71

CODE REPORT.

The following building applications were reviewed by the Malone Village Board. These applications will be on file in the Village Clerk's Office for review.

BUILDING PERMIT

**WP REALTY
228 MALONE PLAZA
KIDS DEALS CLOTHING STORE
MALONE**

APPLICATION SUBMITTED TO DO CONTRUCTION ON SPACE FOR NEW STORE AT KMART PLAZA. ESTIMATED COST IS \$199,000.00. APPLICATION APPROVED BY JOHN LECLERC.

**MARSHALL PIXELY
15 SPRUCE STREET
MALONE**

APPLICATION SUBMITTED FOR A NEW ELECTRICAL SERVICE AND ELECTRICAL UPGRADE OF KITCHEN. ESTIMATED COST IS \$4500.00. APPLICATION WAS APPROVED BY JOHN LECLERC.

**MIKE AND ROSEMARY MONETTE
8 CLARK STREET**

MALONE

APPLICATION SUBMITTED TO EXTEND KITCHEN AREA, AND REMOVE EXISTING SHED AREA AND REBUILD. ESTIMATED COST IS \$9500.00. APPLICATION WAS APPROVED BY JOHN LECLERC.

**JOEL BENWARE
127 ELM STREET
MALONE**

APPLICATION SUBMITTED TO REMOVE WINDOW AND REPLACE WITH A DOOR. ALSO ADDING ELECTRICAL OUTLETS, SINK, ETC. (VARIOUS PROJECTS.) ESTIMATED COST IS \$1500.00-\$2000.00. APPLICATION WAS APPROVED BY JOHN LECLERC.

EMPLOYMENT APPLICATIONS.

- | | | |
|-----------|--|-----------------------|
| 1. | WILLIAM BOVIA JR. 77 FRONT STREET MALONE | LABORER |
| 2. | MARTIN LAMB 60 KETCHUM STREET MALONE | CROSSING GUARD |
| 3. | DANIEL ST. DENIS 59 WILLIAM STREET MALONE | LABORER |

The Mayor read the above employment applications out loud and they will be placed on file in the Village Clerk's Office for possible future use.

CORRESPONDENCE.

BOCES – WORK BASED LEARNING PROGRAM WITH THE VILLAGE OF MALONE.

The Village received a letter from Mr. Kevin St. Hiliare of BOCES here in Malone; he is requesting that we allow them to send up students from BOCES to get some hand on experience working with us at the DPW on various jobs. BOCES has insurance that covers this; we have been doing this for several years now. It's good experience for them and gives us another set of hands to utilize. Jeff Smith stated that he will receive paperwork from BOCES in which he actually has to provide BOCES with a "grade" on how this/these individuals do on projects.

Upon motion made by Trustee Richards, seconded by Trustee Patnode and unanimously carried, the Malone Village Board hereby accepts utilizing the BOCES work based learning program and authorizes individuals to work with the DPW Department of the Village of Malone.

CHAMBER OF COMMERCE/ ANNUAL INDEPENDENCE DAY CELEBRATION – JULY 5, 2008; ARSENAL GREEN.

The Chamber of Commerce has decided to go ahead with and hold the annual Independence Day Celebration/Parade on July 5, 2008. They are requesting use of the Arsenal Green for some of the festivities.

Upon motion made by Trustee Susan Hafter, seconded by Trustee Dailon Patnode and unanimously carried by the Board, the Chamber of Commerce is granted permission to utilize Arsenal Green and hold their Independence Day Celebration scheduled for July 5, 2008.

FRANKLIN COUNTY BICENTENNIAL COMMISSION.

The Village received another letter from the commission with an entry form attached if anyone or any organization is interested in entering a float, band, etc. in the parade that will take place during the celebration. Chief Stone stated that there is another meeting scheduled to get the final route of the parade. The commission will be contacted to see if

they can do a presentation at our next board meeting and give us any updates that they may have.

AT & T (CINGULAR WIRELESS). (DECISION TO NOT MOVE FORWARD WITH ANTENNA PROJECT ON WATER TOWER.)

The Mayor stated that we have been notified that AT & T (Cingular Wireless) has decided not to proceed with placing an antenna on the Village's water tower. We had our Village Attorney work on the contract several months ago, the board approved such contract, but now they have decided to not go ahead with the project. The Mayor stated that he would like a vote from the Board, acknowledging this change in plans and accepts such letter.

Upon motion made by Trustee Susan Hafter, seconded by Trustee Todd LePine and unanimously carried, the Malone Village Board acknowledges and accepts the letter from AT & T (Cingular) that states that they will not be proceeding with work on installing an antenna on the Water Tower as originally agreed upon between the Village of Malone and AT & T.

PYRAMID NETWORK SERVICES; INTERESTED IN MOUNTING ANTENNAS ON VILLAGE OF MALONE WATER TANK.

At the present time, the Village Attorney, Nathan Race is reviewing this contract. RCC is also reviewing this. RCC is presently the sole antenna on the tower and has been for several years. They have the rights to review interest parties contracts/requests and either accept or reject the request. Mayor Stewart stated that the attorney is also looking into a retainer fee, after AT & T (Cingular Wireless) pulled their recent contract after the attorney put in many hours of work on their contract review. At least we can recoup our attorney costs.

Upon motion made by Trustee Hafter, seconded by Trustee Richards and unanimously carried by the Board, the board accepts such contract, pending final review and recommendations of the Village Attorney, with possible retainer fees applied to such contract.

NORTH COUNTRY ANIMAL SHELTER; REQUEST TO USE ARSENAL GREEN FOR ANNUAL DOG WALK; SATURDAY, MAY 17, 2008, FROM 12:30 TO 3 P.M.

The letter that the Mayor received was from North Country Animal Shelter; they are planning their annual dog walk for Saturday, May 17, 2008, in the Arsenal Green from 12:30 – 3:00 p.m. They held this same event last year and cleaned up the park nicely after. The proceeds from this event are going to the Year of the Cat, which will furnish monies to help take care of stray cats.

Upon motion made by Trustee Richards, seconded by Trustee Hafter and unanimously carried, the Malone Village Board hereby approves the usage of the Arsenal Green, for the purpose of the annual Dog Walk and Cat Photo event sponsored by the North Country Animal Shelter on the above stated date and time.

NEW BUSINESS.

INSURANCE CLAIM RECEIVED FROM VERIZON; FORWARDED TO THE VILLAGE'S INSURANCE COMPANY.

This item was read a loud by Mayor Stewart.

RFP'S RECEIVED FOR THE GRANT ADMINISTRATION AND TECHNICAL ASSISTANCE FOR THE VILLAGE'S COMMUNITY AND ECONOMIC DEVELOPMENT PROGRAMS.

The treasurer stated that requests for proposals went out for the administration and technical support for the OCD files. It would include the organizing of the files and completing the final performance assessment reports. The program years we are referring to are 1996, 1998, and 1999; these files have not been organized and the final reports never done. We received two proposals; one from Avalon Associates, and the other from Camoin Associates. The first proposal was from Avalon Associates, for an amount not to exceed \$3000.00. The other was from Camoin Associates and that was for an amount not to exceed \$8000.00. The cost of this would come from the OCD Revolving Loan Fund. The treasurer stated that she does not have the expertise or time to conquer this task.

Upon motion made by Trustee Hafter, seconded by Trustee LePine and unanimously carried by the Village Board, the Village of Malone will contract with Avalon Associates for the administration and technical assistance for the Village of Malone Community Development and Economic Program pertaining to the years 1996, 1998, and 1999 grants; to organize the files for all years and complete the reports in order to make the files up-to-date for auditing purposes at a cost not to exceed \$3000.00.

**VOM FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2008,
PRESENTED BY VILLAGE TREASURER, DOLLY MAGUIRE.**

Upon motion made by Trustee Patnode, seconded by Trustee LePine and unanimously carried, the Village of Malone Financial Report for the month of February 2008 was accepted and approved as received.

JOINT REC. FUND FINANCIAL REPORT.

Upon motion made by Trustee LePine, seconded by Trustee Patnode and unanimously carried, the Joint Rec. Fund Financial Report was approved and accepted as received.

**BUDGET AMENDMENTS AS PRESENTED BY VILLAGE TREASURER
DOLLY MAGUIRE.**

GENERAL FUND

BUDGET AMENDMENT NO. 25-2007/2008

**OFFERED BY: DOROTHY MAGUIRE, BUDGET OFFICER/TREASURER
RELATING TO THE APPROPRIATION AND/OR TRANSFER OF FUNDS
RESOLVED: THAT THE FOLLOWING AMOUNT(S) BE AND THE SAME HEREBY IS
(ARE) APPROPRIATED/TRANSFERRED.**

\$3,924.02 FROM ACCOUNT NO. A511.2 Appropriated Forfeiture Fund Reserve

AS FOLLOWS:

\$ 77.26 TO ACCOUNT NO. A3120.1 Police Salaries (Forfeiture Fund Reserve)

\$3,846.76 TO ACCOUNT NO. A3120.4 Other Expenses (Forfeiture Fund Reserve)

\$5,300.00 FROM ACCOUNT NO. A5132.2 Garage Equipment

AS FOLLOWS:

\$ 300.00 TO ACCOUNT NO. A5010.4 Street Administration Other Expenses

\$5,000.00 TO ACCOUNT NO. A5132.4 Garage Other Expenses

MOTION MADE BY: Trustee Lenora Richards

SECONDED BY: Trustee Susan Hafter

APPROVED BY BOARD OF TRUSTEES ON: 03-24-2008

GENERAL FUND

BUDGET AMENDMENT NO. 26-2007/2008

**OFFERED BY: DOROTHY MAGUIRE, BUDGET OFFICER/TREASURER
AMEND THE GENERAL FUND BUDGET AS FOLLOWS:**

INCREASE REVENUE CODE A2680 Insurance Recoveries by \$3,345.00

INCREASE APPROPRIATION CODE A3120.4 Other Expenses by \$3,345.00

MOTION MADE BY: Trustee Dailon Patnode

SECONDED BY: Trustee Todd LePine

APPROVED BY BOARD OF TRUSTEES ON: 03-24-2008

SEWER FUND

BUDGET AMENDMENT NO. 6-2007/2008

**OFFERED BY: DOROTHY M. MAGUIRE, TREASURER/BUDGET OFFICER
RELATING TO THE APPROPRIATION AND/OR TRANSFER OF FUNDS
RESOLVED: THAT THE FOLLOWING AMOUNT(S) BE AND THE SAME HEREBY IS
(ARE) APPROPRIATED/TRANSFERRED.**

\$10,000.00 FROM ACCOUNT NO. G1990.0 Contingency

AS FOLLOWS:

\$10,000.00 TO ACCOUNT NO. G8130.4 Waste Water Treatment Plant Other Expenses

MOTION MADE BY: Trustee Susan Hafter

SECONDED BY: Trustee Dailon Patnode

APPROVED BY BOARD OF TRUSTEES ON: 03-24-2008

VILLAGE CLERK TO PRESENT THE 2008-2009 TENTATIVE BUDGET TO THE VILLAGE BOARD OF TRUSTEES.

Mayor Stewart stated that the treasurer handed the budget to our Village Clerk on March 13, 2008. Tammy LaValley, Village Clerk, stated that she has copied the budget to the Trustees and they have it for tonight's meeting. The Treasurer went on to explain the rates in this tentative budget. She explained that the Tax Rate and Tax Limit will increase if we do not cut some monies out of the budget. Mayor Stewart stated that we have a lot of work to do and that Budget Work Sessions have been set up for this purpose of cutting some expenses. The Mayor thanked the treasurer for all of her time and work on this tentative budget.

COMMITTEE REPORTS.

There were no reports given tonight.

ACKNOWLEDGE FA HUSKY GIRLS TEAM RECENT WIN.

Mayor Stewart congratulated the recent win that the Franklin Academy Husky Girls Team had, which made them State Champions. The Mayor stated that he has already passed on his congratulations to the Athletic Director at Franklin Academy as well. Trustee Richards also congratulated the Chateaugay Bulldogs, Boys Team, for their Class D Section 10 win. The other board members applauded both teams.

OLD BUSINESS.

VILLAGE OF MALONE HEALTH OFFICER NAMED: DR. BENARDOT.

Back in December 2007, Dr. Champagne announced his retirement from the position of Village of Malone Health Officer. The Village Clerk, Tammy LaValley has been working on finding a replacement and Dr. Benardot has agreed to complete the term that Dr. Champagne did not finish. He will accept an appointment good until December 2008. We got the verbal agreement and are now waiting for a written letter accepting such appointment. A Health Officer is needed for various registrar purposes and to assist the Code Officers in a variety of ways. The annual pay for the Village Health Officer is \$750.00.

Upon motion made by Trustee Hafter, seconded by Trustee Patnode and unanimously carried by the Board, Dr. Emile Benardot is hereby appointed and accepted to the position of Health Officer for the Village of Malone, effective March 24, 2008, with an annual salary of \$750.00, until December 2008, pending his written letter of acceptance.

CENSUS UPDATE COMPLETED; ADDRESS CHANGES, ADDS AND DELETES HAVE BEEN DONE AND INFORMATION HAS BEEN SENT BACK TO THE U. S. CENSUS BUREAU.

Mayor Stewart stated that all of the updated census information has been forwarded to the census bureau; Carolyn Brown and Tammy LaValley completed the updates and he thanked both of them for their time and work on this project.

WATER METER UPDATE AS PRESENTED BY JEFF SMITH, DPW SUPERVISOR.

Jeff Smith, DPW Supervisor stated that we are beginning to receive the meters. He gave all the Trustees a memo with the pricing and a sample (form) letter that will be sent to the businesses and multifamily residences. Jeff stated that we need discuss and figure out an issue about water turn on and offs after the meters are installed. It could easily create overtime; if it's later in the day, and the plumber has just finished installing the meter, our

guys would have to turn the water back on; if this happens after 3 p.m. that means overtime. The board discussed this concern, along with the DPW Supervisor and the Mayor.

Upon motion made by Trustee Hafter, seconded by Trustee Patnode and unanimously carried by the Malone Village Board, the form letter prepared and presented to the Board by Jeff Smith, in regards to water meters, is accepted and approved as received; this motion includes the business hours of water turn on and off service during the water meter installation period will be 7 a.m. – 5 p.m. and will involve off-setting a DPW employees schedule to begin at 9 a.m. – 5 p.m. as to not create any overtime. If a plumber is not finished with the installation of the meter until after 5 p.m., the water will not be turned back on until after 7 a.m. the next morning.

A Village Resident who lives on Sawyer Avenue, presented the board with a petition asking for a turning light at Sawyer Avenue/Main Street or to have a road put in that would go from Sawyer Avenue down to Finney Blvd. She stated that there is going to be a serious accident there some day; that is a very dangerous place to turn. A copy of the petition has been forwarded to the DOT in Watertown.

EXECUTIVE SESSION. (IF WARRANTED)

ADJOURN.

Upon motion made by Trustee Patnode, seconded by Trustee LePine and unanimously carried by the Board, this meeting adjourned at 7:48 p.m.

RESPECTFULLY SUBMITTED:

TAMMY R. LAVALLEY
Malone Village Clerk