

REGULAR MEETING DECEMBER 1, 2021 at the village office at 7:05 PM.

Present: Mayor Scholl, Trustees Akin, Jarvis and Mullady, Attorney Douthat. Trustee Bennett was excused.

Guests: Larry Carrow, WWTP Chief Operator; Bobbie Jo Provost, EMS Supervisor

Tr. Mullady made the motion, seconded by Tr. Jarvis, to accept the **minutes** of the previous meetings.

The contract for the new ambulance was discussed. Tr. Jarvis offered **Resolution 21-12-01-01** to allow the Mayor to sign the contract with Vander Molen Fire Apparatus for a 2021 Ford F-550 XLT – PL Custom Classic 156 (21-4185) **ambulance** in the amount of \$240,085. Tr. Mullady seconded. Roll call vote: Scholl-yes; Akin-yes; Jarvis-yes; Mullady-yes. Resolution carried. Mayor Scholl will sign the contract and speak with the Clerk-Treasurer about the next step.

The board discussed the new **office position**. They agreed to hire for the position at 20 hours per week and re-assess after six months. Tr. Mullady offered **Resolution 21-12-01-02** to advertise for this position. Tr. Jarvis seconded. Roll call: Mayor-yes; Akin-yes; Jarvis-yes; Mullady-yes. Resolution carried. Ads will be placed in the newspapers and on social media and website.

The **Vehicle Use form** for the new policy handbook was discussed. Mayor Scholl and Larry Carrow have both reviewed the revisions made. Tr. Jarvis made the motion to include the form in the policy handbook. Tr. Mullady seconded. All were in favor and motion was carried. The board determined that the form should be completed weekly and reviewed.

The **Spectrum phone installation** was discussed. The Deputy Clerk brought the Board up to date on the progress, indicating that the live cutover has been delayed by a week due to late equipment arrival and the inability to get all the training and messages recorded. Tr. Akin informed the Board that the new Parks and Rec supervisor does not want her personal phone number to be available and asked that a soft phone be purchased. A phone line will also be needed for the new office person. Deputy Clerk to look into the costs and report back to the Board.

The status of the **salon building** was reviewed. The building is now vacant, and the salon has moved to their new location. The keys have not yet been turned in. Tr. Akin indicated a walkthrough with the previous tenant should be done. He will follow up on both with the previous tenant.

The board discussed the resignations of both **Public Works laborers**, Cory Brean and Shayne O’Neill. Interviews have taken place by board members. Mayor Scholl appointed **Loyal Gregory as Full-Time Public Works Laborer** at \$15.00 per hour, effective December 13. He also appointed **Kim Provost as Temporary Part-Time Laborer** at \$15.00 per hour effective December 13. Tr. Jarvis made the motion to accept and Tr. Mullady seconded. All were in favor; motion carried. Mayor Scholl and Larry also discussed issues from the summer with **Travynn Ippolito**. Mayor Scholl appointed him as **Full-Time Public Works Laborer** at \$14.50 per hour effective Monday, December 6. All will be on probation for one year. Tr. Jarvis made the motion to accept and Tr. Mullady seconded. All were in favor; motion carried.

Tr. Akin made a motion to schedule the **Annual Safety Training** day on December 29 at 11:00 am. He requested that as many board members as possible attend. Tr. Mullady seconded; all were in favor and the motion carried.

Mayor Scholl requested the board accept the **retirements** of **Jeffery Bezio** and **Kevin Hicks** on December 22, 2021, and Craig Allen on December 23, 2021. Tr. Jarvis made a motion to approve and Tr. Mullady seconded. All were in favor and motion carried.

Tr. Jarvis offered **Resolution No. 21-12-01-03** to transfer \$3600.00 raised at the Fall Craft Fair from the general fund to establish the **EMS Ambulance Reserve**, Tr. Mullady seconded. Roll call vote: Akin-yes; Jarvis-yes, Mullady-yes, Mayor Scholl-yes Resolution Carried. This will be presented to the Clerk upon her return.

EMS Supervisor reported that we are still waiting on **parts for the ambulance** from Knights. The exhaust filter is still 1.5 weeks out. The narcotics box has been shipped. They are finalizing the narcotics policy. She is currently doing drug audits for 315/117/318 for two months while Keri Canning is out with health issues. Andy Petrashune fixed the overhead door and Jimmy Canning fixed the side door on 315.

Tr. Akin reported that the **City of Plattsburgh** is donating the **maze and trailer to the Village**. The Village has used it and the city has not, having received it from a grant. Tr. Akin will need the Clerk’s help to do the transfer of paperwork to accept it in the Village as property.

Tr. Jarvis reported receipt of the **stretcher maintenance contract** from Stryker. He also reported an incident where the ambulance went to an incorrect address due to there being two Maple Streets in Saranac. After speaking with Kelly Donoghue, this is a common occurrence. The street with the least houses will eventually be required to change its name. Until then, the EMS personnel will need to get cross street information to help clarify. They also discussed the separation of the fire department and EMS.

Tr. Jarvis also advised Larry that China has put an embargo on DEF. Will need to try and get as much extra as possible to cover us.

At 7:55 pm, Trustee Jarvis made the motion, seconded by Tr. Mullady, to adjourn to executive session to discuss a particular employee issue. All were in favor. Motion carried.

At 8:15 pm, Tr. Mullady made the motion, seconded by Tr. Akin, to close the executive session. All in favor, motion carried. Tr. Jarvis introduced **Resolution No. 21-12-01-04** to promote Normand Dandurand to Assistant Supervisor, effective immediately, at \$20.00 per hour, as budgeted. Tr. Mullady seconded. Roll call vote: Akin-yes; Jarvis-yes, Mullady-yes, Mayor Scholl-yes Resolution Carried. Kody Thomson is removed as Assistant and return to his basic full-time position. The board also decided they can no longer furnish budgets of salt for St. Joseph's or Methodist churches to uphold the same commitment as this policy for our residents. Tr. Akin to set up a meeting with **The TreeHouse After Care** to discuss issues in the Community Center.

Tr. Mullady offered **Resolution No. 21-12-01-05** to pay the **bills** on Abstract No. 4 for a total of \$133,810.59, Tr. Akin seconded. Roll call vote: Akin-yes, Jarvis-yes, Mullady-yes, Mayor Scholl-yes. Resolution Carried.

Tr. Mullady made the motion, seconded by Tr. Jarvis, to adjourn at 8:20 PM. All were in favor, motion carried.

Respectfully Submitted,

Akin

Deputy Clerk

Bennett

Mayor

Jarvis

Mullady