

*The Town of Orleans Board Meeting
January 12, 2023*

The Town of Orleans Town Board Held a regular scheduled board meeting on January 12 2023 at 7:00PM at the municipal building in LaFargeville.

Members Present: Kevin Rarick, Peter Wilson, Mary Ford-Waterman, Gwen Kirkby and Thomas Johnston

Others Present: Tammy Donnelly, Rob Black, Rob Company, Pam McDowell, Manny Jerome, and Matt Duffany.

Supervisor Rarick called meeting to order at 7:05pm

1. Approval of minutes- A motion was made by Peter Wilson and seconded by Thomas Johnston to approve November 2022 minutes. There was not December 2022 meeting.

*Kevin Rarick, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston, Aye
Gwen Kirkby, Aye All in favor motion carried*

2. Financial Report – Discussion was held. Kevin does not agree with report.

3. Accountant- Discussion was held. Town board is not happy with Bowers Accountant Services. Discussion was held. Supervisor Rarick received a quote from Stakel & Navarra Accountant Firm. Discussion was held. A motion was made by Peter Wilson and seconded by Mary Ford-Waterman to hire Stakel & Navarra as of January 2023.

*Kevin Rarick, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston, Aye
Gwen Kirkby, Aye All in favor motion carried*

4. Councilman Johnston would like bills to be submitted for payment by Monday before the meeting. Discussion was held. See resolution below

Resolution #1

A motion was made by Thomas Johnston and seconded by Peter Wilson, that all bills must be submitted for payment by Monday before the meeting.

*Kevin Rarick, Aye
Peter Wilson, Aye*

Mary Ford-Waterman, Aye
Thomas Johnston Aye
Gwen Kirkby, Aye All in favor motion carried

4. 2023 Annual Designations –

Resolution #2

Budget Officer- Kevin Rarick

Deputy Supervisor- Peter Wilson

Bank- Gouverneur Savings & Loan

Newspaper- Thousand Island Sun and Watertown Daily Times (either or)

Polling Places

District 1-LaFargeville Municipal Building

District 2 & 3-Fishers Landing Fire Hall

Web site- North Shore Solutions/Matt Turcotte

Payroll- BI-Weekly-Highway, General employment, Supervisor, Town Clerk, Clerk to Supervisor, Justice Clerk, Deputy Clerks, Zoning Officer, Assessor, Town Justice Hardy, Town Justice Morse, Building Maintenance, and Crossing Guard.

Quarterly- Councilman, Historian and Health officer

Annually- Zoning Board, Planning Board and Assessment Review board.

Attorney for the Town of Orleans- Kendall, Walton, & Burrows Attorney Firm, Ian Gilbert Solar Attorney

Town board meetings will be held every 2nd Thursday of each month

Tax Collector will refund any tax payment of \$5.01 more than the total tax amount due and town will retain overpayment of \$5.00 or less.

Policies for 2023 Investment, procurement, drug and alcohol testing, smoking, computer, sexual harassment/discrimination, code of ethics, and conduct at meetings.

Mileage reimbursement for 2023- State Rate 65.5 cents per mile.

Accountant Services – Stakel & Navarra, C.P.A, PC of Watertown

Town Historian- Stacey Snyder Morse, Assistant Historian, Parker Morse

Health Officer- Marcel Thibert

Vital Registrar- Tammy Donnelly

Deputy Vital Registrar- Amy Dulmage

Zoning Officer – Lee Shimel

Board of Assessment Review (3-person board)

Fred Duffany- Term expires 10/1/2024

Stacy Snyder-Morse- Term expires 10/1/2026

Frank Shortt- Term expires 10/1/2025

Town of Orleans Zoning Board

Ben Timerman- Co Chairman – Term expires 1/1/2025

Brett Robbins- Term expires 1/1/2022

Jeff Robinson- Term expires 1/1/2023

Larry Walldroff- Chairman- Term expires 1/1/2024

Louise Nuffer- 1/1/2026

Secretary- Courtney Schemerhorn

Planning Board

Mitchel Robinson - Term expires 1/2025

Donna Dutton- Term expires 1/2026(Chairman)

Lisa Madson – Term expires 1/2024

Joe Rotella – Term expires 1/2023

Damon Kirkby – Term expires 1/2027

Secretary- Courtney Schermerhorn

Youth Commission Board

Patty Sourwine 1/2024

Tyler Lashomb 1/2024

Miranda Nelson 1/2024

All terms expire 1/2024(will appoint on a yearly basis)

Orleans Public Library Board

*Stacey Snyder Morse – Librarian
Dan Timerman - Term expires 2023
William Walldroff- Term expires 2025
Lucy Kahnt- Term expires 2026
Rosan Whitmore- Term expires 2027
Allison Winn- Term expires 2024*

A motion was made by Peter Wilson and seconded by Thomas Johnston to accept the above annual designations.

*Kevin Rarick, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston, Aye
Gwen Kirkby, Aye All in favor motion carried*

5. NYS DOT shared service agreement for 1/12/2023-1/2025 board agreed for Supervisor Rarick to sign paperwork. Agreement was signed.

6. Sand Bid opened – FMI only bid received in the amount of \$8.00 a ton. A motion was made by Thomas Johnston and seconded by Gwen Kirkby to accept FMI's bid.

*Kevin Rarick, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston, Aye
Gwen Kirkby, Aye All in favor motion carried*

7. TIERS Contract- Discussion was held. Contract is at \$95,000. Board would like them to come to meeting and explain the increase.

8. Rob Black update- All the guys did a great job during the storm. Started working on boat ramp.

TIP Sewer – Bids for phase 4 &5 were received as follows. A motion was made by Peter Wilson and seconded by Gwen Kirkby to accept Blood Hound Underground Utilities \$10,850.00 and to accept Resolution #3 as follows



ST LAWRENCE ENGINEERING DPC

745 GRAYES STREET, CLAYTON NEW YORK 13624
 315/793-6385 • 315/408-2943
 www.fourthcoast.com • www.stlawrenceengineering.com

Town of Orleans
Thousand Island Park - Sewer Upgrade

BID RESULTS - December 16, 2022
CCTV INSPECTION of SEWER COLLECTION LINES
Phase #3 Through Phase #5

Item #	Description of Work	Estimated Quantity	Units	No response 12/16/22 12:00PM		Received 12/14/22 1:08PM		Received 12/9/22 8:11AM		Received 12/15/22 11:46AM	
				American Underground Services		National Water Main Cleaning Co.		Skandex Pipe Services, Inc.		Subsurface Utility Imaging/Blood Hound Underground Utilities	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	CCTV of 8" Diameter Pipe Lines	3,338	LF			\$ 5.85	\$ 19,527.30	Declined to bid		\$ 2.50	\$ 8,345.00
	Added items by bidders										
1a	Fuel Surcharge	1				in above				\$ 25.00	\$ 25.00
1b	Mobilization/demobilization	5				in above				\$ 200.00	\$ 1,000.00
1c	Per diem	8				in above				\$ 185.00	\$ 1,480.00
	TOTAL BID by BIDDER					No Bid Received	\$ 19,527.30	Declined to bid			\$ 10,850.00

Unit price comparison \$/foot

\$ 5.8500

\$ 3.2504

Apparent Low Bidder

Town of Orleans

PO Box 103

LaFargeville, New York 13656

"This institution is an equal opportunity provider and employer"

Supervisor
Kevin Rarick 658-4411
Town Clerk
Tammy Donnelly 658-9950
Highway Superintendent
Robby Black 658-9920
Town Assessor
Dale Raymo 658-4309

Zoning Officer
Lee Shimet

Town Council
Gwen Kirkby
Peter Wilson
Mary Ford-Waterman
Thomas Johnston

Board Resolution # 3
Accepting Bid for CCTV Inspection
For Thousand Islands Park Sewer District – Phase 3-5

At a regular meeting of the Town of Orleans, held at the Town offices, 20558 Sunrise Avenue, LaFargeville, New York, 13656, on January 12, 2023, there were:

Board Members:
Kevin Rarick, Supervisor
Peter Wilson
Mary Ford-Waterman
Thomas Johnston, Jr.
Gwendolyn Kirkby

WHEREAS, the Engineer for the Town of Orleans, has requested quotations, and the Engineer has received bids for the Thousand Islands Park Sewer District – Phase 3-5; and

WHEREAS, the bid quotation requests were sent to four (4) service providers and two (2) bids were received by the Engineer; and

WHEREAS, on December 16, 2022 the bids were received by St. Lawrence Engineering; and

WHEREAS, the Town Board of the Town of Orleans has reviewed the bids received with the Town Engineer and the Town Board accepts the bid submitted by Subsurface Utility Imaging/Blood Hound Underground Utilities as the lowest qualified bidder.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Orleans accepts the unit price bid from Subsurface Utility Imaging/Blood Hound Underground Utilities in the bid amount of Ten Thousand eight hundred fifteen Dollars (**\$10,850.00**); and

BE IT FURTHER RESOLVED, that the Town Supervisor of the Town of Orleans is, hereby, authorized to direct St. Lawrence Engineering to place a purchase order by email on the Town's behalf associated with Collection line inspection services from Subsurface Utility Imaging/Blood Hound Underground Utilities.

RESOLUTION
Accepting Bid for CCTV Inspection
For Thousand Islands Park Sewer District – Phase 3-5

The foregoing Resolution was offered by Board Member Peter Wilson and seconded by Board Member Gwen Kirkby and upon roll call vote of the Board was duly adopted as follows:

Supervisor Kevin Rarick,	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Peter Wilson	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Mary Ford-Waterman	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Thomas Johnston, Jr.	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Gwendolyn Kirkby	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>

CERTIFICATION:

I, Tammy Donnelly, Town Clerk of the Town of Orleans, do hereby certify that the above resolution was adopted at a regular meeting of the Town Board of the Town of Orleans held on January 12, 2023, 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.


Tammy Donnelly, Town Clerk

9. Lee Shimel Zoning update- Lee gave town board report.

10. Rob Campany update- Rob will have advertisement for destruction of Mr. Loveland's structure. Rob will give Tammy advertisement to put in paper.

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

11. Other – Volunteer firefighters Exemption- Jim Burrows spoke and discussed. To late for this year, Dale Raymo will look into for next year.

12. Dale Raymo update – Dale stated equalization rates are going down again. Dale will update board as things go forward.

13. Generator quotes for municipal building- As follows



FOURTH COAST INC

A NYS Certified Woman Business Enterprise (WBE)

745 GRAVES STREET
CLAYTON, NEW YORK 13624

315/408.7443

11 January 2023

Town of Orleans
Att: Rob Black, Highway Superintendent
P.O. Box 103
LaFargeville, N.Y. 13656

Re: Municipal Building Standby Generator Installation Proposal

Dear Rob,

Based on our discussion, we present the following estimate for a 120/208-volt 3 phase Kohler standby generator installation at the Town of Orleans Municipal Building. System sizing is based on typical loads such as heating, air conditioning, lighting, computers etc. Larger loads associated electric heat and appliances may exceed generator capacity and require manual load management. We propose that the generator be installed on a concrete pad (supplied by the town), at the back of the building. The 400 Amp Automatic transfer switch will also be installed in the same location

Option 1: 38 kW Liquid Cooled LP:

- 38 kW three phase 120/208-volt Kohler standby generator – steel enclosure on existing concrete pad with cold weather block heater, generator starting battery and On Cue remote monitoring.
- Power and control wiring from the generator to the transfer switch using PVC conduit
- Connection to LP; tanks by others
- NYS Posted Wage Rate Applies

38 kW Total System Cost: \$ 37,049

Option 2: 20 kW Air Cooled LP:

- 20 kW three phase 120/208-volt Kohler standby generator – steel enclosure on existing concrete pad with cold weather block heater, generator starting battery and On Cue remote monitoring.
- Power and control wiring from the generator to the transfer switch using PVC conduit
- Connection to LP; tanks by others
- NYS Posted Wage Rate Applies

20 kW Total System Cost: \$ 21,925

Prices above exclusive of tax, permit and inspection fees.

Fourth Coast Inc is a Certified NYS Women Business Enterprise

ACCEPTANCE OF THE PROPOSAL:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the specifications involving extra costs will be executed only upon written or verbal direction by the Owner. All agreements contingent upon strikes, accidents, weather, weather disasters, and other delays and acts of God beyond our control; Owner is to carry fire, tornado, flood and other necessary insurance.

Authorized: _____ Date _____
Fourth Coast, Inc.

Owner Acceptance:
Signature: _____ Date _____

Fourth Coast Inc is a Certified NYS Women Business Enterprise

DOCTEUR ENVIRONMENTAL



MJDNY, LLC
33112 State Route 12e
Cape Vincent, NY 13618
(315) 654-2585
Fax (315) 501-4034

January 10, 2023

Proposal Prepared for:

Rob Black Highway Superintendent
20558 Sunrise Ave
LaFargeville, NY 13656

Generator installation at Town office 20558 Sunrise Avenue

Provide and install one commercial Cummins generator to include

- Move waterlines in utility room
- Install 4" conduits between existing disconnect and new transfer switch that will be outside near generator
- Provide all electrical wiring between service, generator and automatic generator
- Provide and install one automatic 400 amp transfer switch, 3 phase 208 volt
- Provide and install one Cummins-Onan 20 kw 60 hz 3 phase, 208 volt standby generator
- UL 142 fuel tank under generator double wall
- Coolant Heater
- Start up and testing

\$50,500.00

Respectfully,


Michael J. Docteur
Docteur Environmental

A motion was made by Peter Wilson and seconded by Gwen Kirkby to accept Fourth Coast bid contingent on Rob checking amps to make sure it is big enough for municipal building.

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

14. Town Clerk Report reviewed

15. Bills were audited in the amount of \$ 131,708.30

A motion was made by Peter Wilson and seconded by Gwen Kirkby to adjourn the meeting.

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

Meeting adjourned at 9:00PM

Respectfully submitted

Tammy Donnelly