

**TOWN OF SARANAC
WORK SESSION/ BOARD MEETING
December 16, 2024**

The meeting was called to order at 6:08 PM by the presiding officer at the
Town of Saranac Town Hall

<u>MEMBERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
Timothy R. Napper, Supervisor	X	
Michele Petrashune, Councilor	X	
Tracy Eggleston, Councilor	X	
James Terry, Councilor	X	
Conner Perry, Councilor	X	

Also in attendance: Louis Plante, Barry Newcomb, Jennifer Facticeau-Rabideau, Steve McKenzie, Maitland Root, Raymond Leduc and Lisa Racette.

- 1. Pledge of Allegiance**
- 2. This meeting is being recorded.**
- 3. General Questions, Comments, Petitions from the Floor – none offered.**
- 4. Correspondence/ LAYER 8 PRESENTATION**
 - A. Layer 8 presentation commenced at 5:00 PM and concluded at 6:07 PM. Comprehensive discussion was held; they recommended fairly extensive changes. If implemented, their recommendations would result in a yearly expense of approximately \$14,000 compared to approximately \$9,000 we pay now.
 - B.
 - C.
- 5. Supervisor's Report**
 - A. Discussion / Action of IT – The board felt that some action needs to be taken. Further research into the proposal and possible alterations is needed and will be ongoing.
 - B. Firehouse Abstract – The Supervisor indicated that the abstract for the firehouse lot on Ganong drive indicates that we do not have a clear title to that property. The original deed from 1919 gave the property to the school at that time. Conditionally that it remained used only for school purposes. There is no reported evidence of the fire department ever receiving title to the property. We will need to explore our options with our legal advisors.
There does not appear to be any problems with the Towns title to what we refer to as the Hayes lot.
 - C. ARPA Reporting/ Obligating – The Supervisor indicated he had reviewed extensive documents regarding the use of ARPA funds. More specifically all funds must be used or obligated by December 31, 2024. The procedure appears to be very complicated. The Supervisor today participated in a supervisor round table by the Association of Towns which offered limited clarity. At this point, the Supervisor indicated that he wished to propose a resolution indicating that the upgrade to town facilities and other actions of

2024 be considered as a use of funds to offset revenue loss. Should that pathway be unacceptable to the treasury department we would use the contracts for truck purchases to be an obligation of the ARPA funds.

Resolution 160-2024 – ARPA reporting/obligating

Whereas; the Town of Saranac has many facilities that are aging and in various states of despair and

Whereas; the extreme upheaval caused by the COVID epidemic has resulted in the loss of revenue to the Town of Saranac which would have otherwise occurred and

Whereas; the Federal Government allocated considerable funds to non-entitlement units such as the Town of Saranac and

Whereas; the Town of Saranac has striven to deal with the challenges of both the COVID epidemic and its aging facilities and the disrepair of those facilities that therefore

Be it resolved; that the Saranac Town Board recognizes that a loss of revenue has occurred and that the remainder of the Federal funds has been used to offset the Town of Saranac costs associated with our facilities and other essential government services.

Motion by Tim Napper, second by Michele Petrashune

ROLL CALL

Tim Napper – aye

Michele Petrashune – aye

Tracy Eggleston – aye

James Terry – aye

Connor Perry - aye

D. Remodeling – The conference room is almost completed. Councilor Terry supplied a new drawing of the upcoming office renovations.

E. Town Hall Use Policy -**Resolution 161-2024 – Policy on Regular use of the Town Hall, all groups, effective December 16, 2024.** Motion by James, second by Tim.

The Town Hall is for the use of the towns’ people, no one group or person will dominate the use of the Town Hall.

All group rooms will be cleaned and organized so town maintenance personnel can check for any maintenance that may need to be done.

The Town Hall needs to have a definite schedule on when all groups are going to meet in the Town Hall for various purposes.

All group rooms will keep their equipment, supplies, lockers to the confines of their room or designated area when not in use. Storage/designated area to be determined by town officials.

All areas will be clean after use.

IT IS A PRIVILEGE TO USE THE TOWN HALL NOT A RIGHT.

ROLL CALL

Timothy Napper – aye

Michele Petrashune – aye

Tracy Eggleston – nay

James Terry – aye

Connor Perry - aye

F. Employee Manual / Code of Ethics – The employee manual and code of ethics will need to be reviewed & possibly updated at the organizational meeting.

G. Alcohol & Drug Policy – Recent events have caused a review of our alcohol and drug policy. The current policy is from the 1990’s and needs to be updated at the organizational meeting.

H. Heat Pumps – Heat pumps have been installed at the Court house.

I. Other

J. Clock – Councilor Perry indicated the clock for the town green was ready and will be shipped to the Saranac American Legion early next week.

K.

L.

6. Highway

A. Staffing – **Resolution 162-2024 -Motion was made to require a pre-employment physical for all full-time employees and other employees as designated by the board. Motion by James, second by Connor – All in favor**

B. Equipment – Still waiting on the Volvo motor.

C. 284’s – Association of towns indicated at the meeting today that 284’s was to be passed in January.

D.

7. Reports

A. Town Clerk – **Resolution 163-2024 – Accept the Town Clerks monthly report for the Month of November 2024. Motion by James, seconded by Connor – All in favor.**

B. Water districts –

a. Redford-

b. Standish – Saranac has a leak and is being looked into.

c. Saranac –

C. Town Crier –. Presently at the printer.

D. Tax Collector –

E. Assessor – Two applicants have applied for the Assistant Assessor position. We are hoping to interview soon.

F. Code Officer –

G. Dog Control Officer – One call for missing dog in Standish.

H. Community Outreach program –

I. Building –

J. Historian –

K. Recreation -

a.

b.

c.

L. Capital projects –

8. **Resolution 164-2024 - Authorization to Pay Audited Warrant dated December 16, 2024. Motion by James, second by Tracy – All in favor**

9. **Resolution 165 -2024 - Accept the minutes of the previous meeting dated November 18, 2024. Motion by Tim, seconded by James - All in favor.**

10. **Unfinished Business**

11. **New Business**

12. **Questions, Comments, Petitions from the Floor** – The Supervisor expressed his thanks to Barry and Jennifer for their input.

13. **Adjournment** - @ 7:30 PM, motion by Tracy, second by Connor – All in favor

Organizational & Board Meeting January 6, at 6:00 PM at Town Hall
Board Meeting January 27, at 6:00 PM at Town Hall

Respectfully submitted,



Debbie Pellerin

Town Clerk