

March 5, 2026

TOWN OF CAPE VINCENT

Meeting Agenda (@ Town Office in Court Room 6:00PM)

Meeting called to order

Pledge of Allegiance

Privilege of the Floor - Public Comment

Highway Superintendent- Bill Pond

Water Department- Keith Brass

Town Council members report/comment

Councilwoman Farrell: LDC

Councilman Gould: Zoning report

Councilman Jacobs- Ambulance report. Planning Board Report.

Councilman Wiley: School Board. Waterfront

Supervisor report/comment

Motions :

Motion – Water District No. 7 Public Hearing

Discussion

I move that the Board keep the public hearing open regarding Water District No. 7 (WD 7) for the purpose of receiving additional public comment and information.

Motion – Interview for Part-Time Administrative Assistance (Grant Support)

Discussion

I move that the Town Board authorize the scheduling and conducting of interviews for part-time administrative assistance to support paperwork, reporting, and compliance requirements associated with the Town's three active grant awards, with total compensation not to exceed \$3,000, subject to budgeted funds from the Supervisors salary line.

Motion – Discussion. Bill Pond. I move that the Highway Superintendent Bill Pond be allowed to get rid of surplus sander as scrap metal from highway equipment.

Resolutions

Resolution # () Brief narrative on the background. Discussion. Please speak clearly. Motion to accept the resolution a 2nd, All those in favor then all those opposed.

Resolutions:

Resolution No. ____ of 2026

Magistrate financial review resolution. Discussion. An annual requirement that the Supervisor and Deputy or suitable representative, complete to review the financial books for the two Town Magistrates

Resolved, that the Town Board of the Town of Cape Vincent accept the Magistrates records as presented for audit, and copy of the resolution shall be mailed to the Director of Internal Audit NYS, Office of Court Administration, Castleton on the Hudson, NY.

Resolution No. ____ of 2026

Appointing Edgewater Consultants – LWRP Construction Administration (Club Street Waterfront) Discussion: The notice proceed will go forward to Seaway Construction. They are implementing Edgewater Engineering plans – Based on the cost saving adjustments to the engineering plans, its reasonable for Edgewater to remain engaged to protect against liability issues. HW Superintendent Bill Pond will be the on-site supervisor and coordinate with Edgewater. There is still 40K within the Administrative and construction management line to cover the Edgewater bid for services.

RESOLVED, that the Town Board hereby appoints Edgewater Consultants to provide construction administration services for the Local Waterfront Revitalization Project (LWRP) at the Club Street waterfront, and authorizes the Town Supervisor to execute the necessary professional services agreement, subject to review and approval by the Town Attorney.

Resolution No. ____ of 2026

Award of LWRP Construction Contract – Club Street Waterfront. Discussion. See handouts for financial references. Bottom line is the cost of the project exceeds remaining LWRP Grant balance and will need approximately 80K from the General Fund balance transferred to capital fund reserve-leaving 300K in the General fund to cover remaining budgeted expenses.

RESOLVED, that the Town Board hereby awards the construction contract for the Local Waterfront Revitalization Project (LWRP) at the Club Street waterfront to Seaway Marine, and further authorizes the Town Supervisor to execute the contract documents and make the necessary budget transfers and financial adjustments to cover the cost of construction services.

Resolution No. ____ of 2026

Renewal of Cape Vincent Ambulance Contract. Discussion. Based on discussion with

Mike Bashaw (Pres of Ambulance Committee) the current shortfall is largely due to changes in insurance reimbursements and inflation costs. This increase was discussed in Executive session by the previous Town Board and approved during open session after the budget had been approved. Continued EMS service is dependent on this increase. Mr. Bashaw was informed that future increases will require adjustments to the special district and likely need voter approval.

RESOLVED, that the Town Board hereby approves renewal of the ambulance services contract with the Village of Cape Vincent, with a one-time increase of \$25,000 to address operational shortfalls, and authorizes the Town Supervisor to execute the contract renewal documents.

Resolution No. ___ of 2026

Municipal Water Tower Inspection and Repairs. Discussion. Keith Brass noted a hole in the Tank in late February. He has potential cost savings measures to address the repair and inspection required for continued service as well as addressing the underlying potential causes of the leak to avoid this problem in the future.

RESOLVED, that the Town Board hereby authorizes the inspection and necessary repairs of the municipal water tower, and authorizes the Town Supervisor and Water Supervisor to execute related service agreements and approve associated expenditures in accordance with budgeted funds.

Resolution No. ___ of 2026

2nd Amendment to St. Lawrence Seaway RSA Cellular Partnership d/b/a Verizon Wireless. Discussion. This is the renewal of a lease to this company regarding the property for the cell tower. This lease has been in place since 1994 and is reviewed every 5 years with a 3% rent increase each year. Last year was ~15K.

RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign the lease agreement renewal with the afore mentioned Lessee for a period of 5 years.

Public Comment Privilege of the floor

Adjournment