

March 19, 2026

TOWN BOARD MEETING

This board meeting has been recorded and posted on Town of Cape Vincent's website, as approved by Resolution #25.

Present: Supervisor Christine Stark, Councilman Dan Wiley, Councilman Bill Gould, Councilman Ron Jacobs, Councilwoman Mary Farrell, Highway Superintendent Bill Pond, Water Superintendent Keith Brass, and 44 visitors.

Supervisor Stark opened the meeting at 6:00pm with the Pledge of Allegiance.

Privilege of the Floor – See the recording for the Public's Comments

Councilwoman Farrell made a motion to accept the minutes of the February 19, 2026 and March 5, 2026 meeting, seconded by Councilman Wiley. There was no discussion. All members voted AYE.

Councilman Gould made a motion to accept the Supervisor's Monthly Financial Report seconded by Councilman Wiley. There was no discussion. All members voted AYE.

**Highway Superintendent Report-** Bill Pond reported the highway department has been plowing, cutting trees, ceiling repair at the CV Museum, and turned on water at the CV Chamber.

**Water Superintendent Report-** Keith Brass reported VFD has been replaced before it completely broke. The battery has been replaced in the mini-excavator. Weather has not helped with small leak in water tower. Keith has been getting quotes on tank inspection (see Resolution #30).

**Recreation Park** – Keith Brass reported that regular scheduled meetings and clubs have been held at Rec Park. He reported that he will be purchasing from the Rec Park budget 3 pieces of exercise equipment for \$3164 to be placed along the trail at Rec Park. He stated that this will be a start to the project and more equipment will be added to the trail. The Board offered a suggestion that local businesses and/or clubs may be interested in sponsoring a piece of equipment; this idea will be pursued. The Improvement League has offered to buy two more pieces of equipment to add to project.

**Town Council members report/comment**

Councilwoman Farrell: Reported that the LDC has a possibility to apply for Grant, Great Lakes Basin Application, that goes with shoreline & tree purchase for the Club Street project. Grant will be applied for by the LDC, but LDC will need a letter of support from the Town Board (already received a letter of support from the Village). Councilman Gould made a motion for the Town to write a support letter to LDC, seconded by Councilman Wiley. There was no discussion. All voted AYE.

Councilman Gould: Zoning - nothing to report

Councilman Jacobs: Ambulance report – nothing to report. Planning Board Report – nothing to report.

Councilman Wiley: School Board reported in Budget deliberation and that Healthcare costs have increased. Waterfront bid has been awarded to Seaway Marine and no construction will take place during spawning season.

**Supervisor report/comment**

Tour de Cape project – Town Board was sent email which stated this would bring tourism to Cape Vincent. More to come on this project.

12E Closure in Three Mile Bay – Closure will be May to October to repair culvert pipe under bridge. Detour route to be utilized during this period.

NY Forward Public Meeting – was a success. There is an online survey on the Village and Town of Cape Vincent websites to pick certain aspects of the project (i.e. type of bench, flower box, etc.) that is available until April 1, 2026.

#### **Motions :**

#### **Motion – Water District No. 7 Public Hearing**

Discussion: The Town Board continues to collect information and respond to resident comments and is currently evaluating the appropriate path forward for voter approval of the project. Under New York State Town Law, the project could proceed through either a mandatory referendum, where the Town Board places the project directly before voters for approval, or through a permissive referendum, where the Board adopts the project resolution and a vote would occur only if residents submit a valid petition within the required timeframe. Additionally, the Town continues to pursue additional funding to close the approximately \$1.7 million project shortfall. Applications for Congressionally Directed Spending have been submitted through the offices of Congresswoman Claudia Tenney, Senator Kirsten Gillibrand, and Senator Chuck Schumer, with the goal of securing federal assistance to reduce the local cost of the project. Town officials remain in communication with the offices as part of the ongoing federal appropriations process. The Town also applied for the Northern Border Grant for infrastructure improvement in February 2026.

Supervisor Stark made a motion to keep the Public Hearing for Water District #7 open, seconded by Councilman Jacobs. There was no discussion. All members voted AYE.

#### **Resolutions:**

#### **Resolution #30 (tabled from March 5, 2026 meeting)**

Moved by Councilman Wiley

Seconded by Councilwoman Farrell

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the inspection and necessary repairs of the municipal water tower, and authorizes the Town Supervisor and Water Superintendent to execute related service agreements and approve associated expenditures in accordance with budgeted funds. Quote received from ATIS on 3/19/26 was for \$6,550.00, and will be 60/40 cost split with the Village of Cape Vincent. There was no discussion. All members voted AYE.

#### **Resolution #32**

Moved by Councilwoman Farrell

Seconded by Councilman Jacobs

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the Town Supervisor to retain a part-time Grant Administration Consultant at a rate not to exceed \$22.50 per hour, for approximately 2–3 hours per week, and to execute any necessary agreement to support grant administration activities for the Town. There was no discussion. All members voted AYE.

**Resolution #33**

Moved by Supervisor Stark

Seconded by Councilman Gould

WHEREAS, the Town Board of the Town of Cape Vincent hereby authorize the hiring of a part-time Grant Administration Consultant to assist with grant documentation and reimbursement processing, NOW THEREFORE BE IT

RESOLVED, that the Town Board hereby authorizes the transfer of funds in the amount of \$3,000.00 from Supervisor Salary Line A1220.1 to Budget Line A1220.4 to support the hiring of the Grant Administration Consultant. There was no discussion. All members voted AYE.

**Resolution #34**

Moved by Councilman Wiley

Seconded by Councilman Gould

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorizes the Supervisor to sign the lease with Michael D. Figueroa and Kimberly F. Figueroa of Watertown NY 13601, for the rental agreement of their Apartment Complex located at 335/337 Club Street, Cape Vincent 13618, for public restrooms as part of the Waterfront Revitalization project. There was the following discussion. Councilwoman Farrell requested description of the restrooms, wanted to verify who would be responsible for the maintenance of the facility, asked what the date of utilizing the facility would be for payment submission, and lastly asked if the project was budgeted for by the previous Town Board. Councilman Wiley responded that there would be 2 bathrooms both with showers and that the Figueroa's were working to make the restrooms ADA compliant and that the goal was for opening was Memorial Day. He stated that it was the tenant's responsibility to maintain the facilities and could be evenly distributed between the Town and the Village. As far as being in the budget, he stated that was a question for the Supervisor who responded she would look into it. Councilman Jacobs stated he did not agree with the last sentence in the rental agreement. Councilman Wiley voted AYE. Councilman Gould voted AYE. Supervisor Stark voted NO. Councilwoman Farrell voted NO. Councilman Jacobs voted NO. Resolution #34 did not pass.

**Resolution #35**

Moved by Councilman Wiley

Seconded by Supervisor Stark

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby approves the contract with Aubertine and Currier, PLLC, for the provision of additional civil/site engineering design services associated with the dry hydrant construction as part of the Club St Waterfront Redevelopment project; and authorizes the Supervisor to sign the contract and return a copy to Aubertine and Currier, PLLC, to proceed with the services as outlined in the proposal. The dry hydrant will extend through the new seawall into the St. Lawrence River, addressing a request from the Town Fire Department. The proposed services include the preparation of preliminary and final construction plans, phasing plans for coordination between contractors and departments, and submission of finalized plans for bidding and construction. The total cost for these services is \$5,500, with \$2,150 allocated for the completed preliminary design phase, and \$3,350 for the final construction document phase. The proposal also notes that any changes to the outlined scope may result in additional fees, which would be negotiated or billed hourly. There was no discussion. All members voted AYE.

**Bills:**

General Fund – Voucher #86-125, \$88,862.00

Highway – Voucher #59-80, \$31,248.13

Water Districts – Voucher #39-57, \$30,338.65

NY Forward – Voucher #10, \$17,486.75

Water District #7 – Voucher #7-9, \$5,311.45

Supervisor Stark made a motion to approve payment of the vouchers, seconded by Councilwoman Farrell. There was no discussion. All members voted AYE.

Privilege of the Floor – See the recording for the Public's Comments

Councilman Jacobs made a motion to go into Executive Session to discuss the potential employment of an individual as related to the 2026 Budget at 7:12pm, seconded by Councilman Wiley. Supervisor Stark made a request for Town Clerk and the Highway Superintendent to be in attendance. All members voted AYE. Supervisor Stark made a motion to come out of Executive Session at 7:56pm, seconded by Councilwoman Farrell. All members voted AYE.

Councilwoman Farrell made a motion to adjourn the regular meeting at 7:58pm, seconded by Supervisor Stark. All members voted AYE.