

July 2, 2026

TOWN BOARD REGULAR 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, Deputy Supervisor Patty Bach, and 3 visitors. Highway Superintendent Bill Pond and Water Superintendent Keith Brass were excused.

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

Privilege of the Floor - Public Comment – None

Town Board Members report/comment

Councilwoman Farrell: Reported that the LDC grant for trees was not awarded. Reported that the job descriptions for the Personnel Policy update have all been received by the due date. Will be compared with other town job descriptions. Wanted to make sure on record that the Benefits and Insurance would not be changing. Only the job descriptions and disciplinary actions would be revised.

Councilman Gould: Zoning report – Nothing to Report

Councilman Jacobs- Ambulance report – Nothing to Report

Planning Board Report – Nothing to Report

Councilman Wiley: School Board – Nothing to Report

Waterfront – Nothing to Report

Deputy Supervisor Bach: Reported that French Festival is coming up. Everyone is getting ready but in good shape. Volunteers have been great.

Supervisor Stark report/comment: Reported that Ben Gladstone from Edgewater, would be leaving the company. There was a transition meeting with Edgewater to make plan going forward with the person taking Ben's position. Reported a leak at the Water Plant. Water is dripping onto the electric panel. DANC did an inspection and stated has to be fixed. DANC got a quote of \$38,000, but we need two more quotes before choosing a contractor to begin the work. Total cost to be split with DANC. Clerk to Supervisor has stated we have our half of the costs in water budget. But will impact the monies to be spent on fixing the water tower. Discussion about replacing current legal services with the proposal provided to the Board.

There was the following discussion for Resolution #52 – The Town Board to consider hiring an individual to provide administrative support for the NY Forward Waterfront Park Grant and possibly the BIG Grant immediately. The funding is available as part of the 250K match from the Town required by NY Forward. The LWRP Administration has become distinctly challenging as we move to the end of the Grant life and final construction. This is a time intensive process and requires a great deal of coordination with DOS, Engineers and Construction Contractor. It would be beneficial to set up NY Forward with some consistency.

Resolutions

Resolution #52 – Grant administrative clerk (NY Forward)

Moved by Councilman Wiley

Seconded by Councilman Gould

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the hiring of a Grant administrative specialist for the New York Forward Grant for a not to exceed amount of \$10,000. There was the following discussion. Supervisor Stark stated the Town is currently in three different stages of grant execution for the BIG, LWRP, and NY Forward Grants. The turmoil of inconsistent admin for the LWRP Grant has created challenges that can be avoided with additional consistency. Hiring an Admin person for Pay requests and associated admin work will create a more seamless integration of effort. All members voted AYE.

Resolution #53 - WATER DISTRICT #7

Moved by Councilman Wiley

Seconded by Councilwoman Farrell

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the Supervisor to sign the updated notice of award to North Country Contractors for WD#7 which would correct an administrative error related to the bid announcement for WD#7 in December 2025. There was no discussion. All members voted AYE.

Resolution #54 - CHAMBER (MOU) TABLED FOR NEXT MEETING 7/16/2026

Moved by

Seconded by

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the Town Supervisor to sign a Memorandum of Understanding with the Cape Vincent Chamber of Commerce outlining the policies and procedures for proper stewardship of public funds. There was the following discussion. Supervisor Stark stated The Chamber of Commerce has been requesting this MOU for several years. It is a fiscally responsible practice and allows the Town Board some influence over proper expenditure of public funds. Councilwoman Farrell had questions that need answers. Example, would pays for electrical services? Board decided to table this resolution until questions have been answered and language in the MOU has been updated/revised.

Resolution #55 - FISCAL ADVISOR TO REPLACE MUNICIPAL SOLUTIONS

Moved by Councilwoman Farrell

Seconded by Councilman Gould

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the hiring of Fiscal Advisors and Associates of Syracuse NY to handle the advertising and research for the renewal of the WD#7 BAN, currently held by Oppenheimer Bank . There was the following discussion. Supervisor Stark stated this service was most recently completed by Municipal Solutions. Fiscal Advisors Inc, offers a more competitive rate and works closely with a highly recommended Bond counsel that will also offer the Town a lower rate for these services. All members voted AYE.

Privilege of the Floor after the Regular Town Board meeting - Public Comment – refer to the recording of the meeting to hear public comments.

Councilman Jacobs made a motion to adjourn the regular meeting at 6:37pm, seconded by Councilman Gould. All members voted AYE.