

June 18, 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, Highway Superintendent Bill Pond, Water Superintendent Keith Brass, and 8 visitors. Deputy Supervisor Patty Bach was excused.

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

Privilege of the Floor before the Regular Town Board Meeting – Jesse Lennox from Advanced Business Systems stated he met with Tina Maloney to discuss becoming the Town's new IT vendor as the existing vendor will term end of July. Tina forwarded the proposal along with quote to the Board for their review prior to this meeting. Board to pass a resolution tonight to name Advanced Business Systems as Town's new vendor. Transfer should take about a month once Supervisor signs the new contract agreement.

Councilman Gould made a motion to accept the minutes of the May 21, 2026 and June 4, 2026 meetings, seconded by Councilman Jacobs. There was no discussion. All members voted AYE.

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

Highway Superintendent Report- Bill Pond reported the highway department has been hauling sand, chipping trees, and hauling brush. Bill reported that he attended Highway School earlier this month. Bill reported that Lisa Drive and Branche Road have been paved and Favret Road has been surface treated. Put up tractor and cow signs on Burnt Rock Road.

Recreation Park – Keith Brass reported that regular scheduled meetings and clubs have been held at Rec Park. Ball fields have been mowed. Keith made a call to follow-up on the walking trail equipment that was ordered and was told should be arriving next month. Broken teeter totter at the school has been removed and replacement has been ordered. Town Board was surprised as they did not state they would be helping with the cost as the agreement expired.

Water Superintendent Report- Keith Brass reported that they have done 2 water installs for Water District # 4. Pump station had an issue with the control panel and needs to run through the laptop. This should be put into 2027 budget to be replaced. Did a shared service for a curb stop with Chaumont. Had a line break on Favret Road but no customers were affected. Department has 3 more installs to do. Talked with Highway Superintendent to use their excavator for install on 12E. And did 24 UFPOS today (call before you dig).

Town Board Members report/comment

Councilwoman Farrell: Reported that the LDC is waiting to hear on two grants that would be awarded in June: Great Lakes Basin Grant is running behind and Northern Border for Water District #7 should be announced end of June. The electric car chargers should be installed soon behind the Chamber in the Village as National Grid has completed their part of the work. ~~Local Waterfront Development~~(correction per Councilwoman Farrell's review) LDC and Pam Youngs are working with New York State and Jefferson County to get the maps updated. Resolution for the Comprehensive Plan will be discussed tonight.

Councilman Gould: Zoning Board -Carleton Villa Project still on hold. Lyle Wood gravel pit still on hold.

Councilman Jacobs: Ambulance Report – Financing has been arranged for new Ambulance, now just waiting to take possession which will take a while to build with specifications needed for emergency vehicle. Working on a plan for French Festival. With the road closure and detours, they are trying to keep a staff in Cape Vincent and a staff in Chaumont to cover emergency situations. Planning Board Report – Carleton Villa needs to complete new SEQR forms that Barton & Loguidice will be assisting Mr. Clapp in competing, so no decisions will be made soon by any Boards. Falzano Public Hearing happened and no one showed up to disagree with request to subdivide so application was approved. Mentioned using Board's personal email addresses and Town Clerk Featherly stated that with the change in IT service we would have to come back to that after the IT change happens in July.

Councilman Wiley: School Board – Shout out to Keith Brass and John Lawrence for up-keep on the ball fields – much appreciated. Club Street Waterfront – Final decisions on lights, etc. Supervisor Stark stated that the Board cannot continue to push off the costs for this project and decisions will need to be made with Edgewater. The two biggest expenses are the Playground at \$127,000 and the Splash Pad at \$240,000. Supervisor Stark asked the Board if they had reviewed the revised numbers in her letter and Councilman Wiley stated he still needed the breakdown of the costs for Splashpad, the Board decided to spend \$20,000-\$30,000 for playground and the firepits have been removed from the project. Bottom line \$500,000 needs to be removed from the total costs of the project.

Supervisor Stark report/comment – Reported Pickleball court usage is booming. Supervisor Stark asked Keith to convert 2 tennis courts into pickleball courts for the tournament in August. Supervisor Stark asked Councilman Gould to attend the July DANC meeting to get more information on the 6 users to share in the cost of repairing the tower.

Motions

Councilwoman Farrell made a motion that the Town Board authorize and support the Highway Superintendent to take appropriate traffic calming measures along Town roads to support the current Traffic Detours associated with the DOT bridge closure on 12E. Including but not limited to additional signage and shoulder widening, seconded by Councilman Wiley. There was no discussion. All members voted AYE.

Resolutions

Resolution #49

Moved by Councilman Jacobs

Seconded by Councilwoman Farrell

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby hire Edgewater Consultants at a cost of \$42,800, to assist with design and pre-construction coordination for the Boating Infrastructure Grant (BIG). There was no discussion. All members voted AYE.

Resolution #50

Moved by Councilman Gould

Seconded by Councilwoman Farrell

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the Supervisor to execute an agreement with the Jefferson County Department of Planning and Community

Development (with Cape Vincent Village Mayor as lead) for grant submission and planning services, and is further authorized and directed to execute any and all documents as may be required to execute any and all future amendments and agreements with the New York State Department of State relative to the Smart Growth Community Planning and Zoning Program for the joint Village and Town of Cape Vincent Comprehensive Plan Update project, in an amount not to exceed \$150,000, subject to approval of the municipal Attorney as to form and content. There was no discussion. All members voted AYE.

Resolution #51

Moved by Councilwoman Farrell

Seconded by Councilman Wiley

BE IT RESOLVED, that the Town Board of the Town of Cape Vincent hereby authorize the Supervisor to sign and execute a service agreement with Advanced Business Systems as the Town's new business technology consultants; to begin in July 2026. There was no discussion. All members voted AYE.

Bills:

General Fund – Voucher #229-264, \$129,560.36

Highway – Voucher #128-144, \$98,673.39

Water Districts – Voucher #100-113, \$12,647.66

Capital Projects – Voucher #19-23, \$22,714.56

Councilwoman Farrell made a motion to approve payment of the vouchers, seconded by Councilman Jacobs. There was no discussion. 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 go into Executive Session to discuss possible legal litigation that is proprietary in nature at 6:51pm, seconded by Councilman Gould. All members voted AYE.

Councilman Wiley made a motion to come out of Executive Session at 7:25pm, seconded by Supervisor Stark. All members voted AYE.

Councilman Gould made a motion to adjourn the regular meeting at 7:26pm, seconded by Councilman Jacobs. All members voted AYE.

Shannon Featherly, Town Clerk