

VILLAGE OF HEUVELTON
Regular Board Meeting
March 12, 2025

At 6:00 pm, Mayor Lashua called the meeting to order, she opened the meeting with the pledge of allegiance. Trustees in attendance were Trustee A. Guardino, Trustee M. Hebert, Trustee E. Wood. And Trustee C. Basford. Also, in attendance was A. Spaman, DPW Supervisor; C. Fout, DANC; and members of the Heuvelton girl scout troop.

PUBLIC FORUM Mayor Lashua presented a Proclamation to the girl scouts. Most of the group left at 6:05.

Girl Scout Week Proclamation

WHEREAS, March 12, 2025, marks the 113th anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and,
WHEREAS, throughout its distinguished history, Girl Scouting has inspired millions of girls and women with the highest ideal of courage, confidence, and character; and,
WHEREAS, girls discover, connect and take action to make their local communities and the world a better place, and
WHEREAS, more than 2.8 million current Girl Scout members nationwide will be celebrating 113 years of this American tradition, with 59 million women who are former Girl Scouts are living proof of the impact of this amazing movement;
NOW, THEREFORE, I, Barbara Lashua, by the authority vested in me as the Mayor of the Village of Heuvelton, do hereby applaud the commitment Girl Scouting has made to America's girls and proudly proclaim the week of March 9 – 15, 2025 as Girl Scout Week.

HVFD

RESOLUTION 25-022

HVFD BYLAW CHANGES

Offered by Mayor Lashua, seconded by Tr. Guardino. All in favor.

Resolution to accept the bylaw changes removing the dive team and any reference to it throughout as recommended by the executive board.

WATER/SEWER Mr. Fout discussed the water tower inspection. The new flow meter should begin reading next week. With the change of consistency of wastewater flow the odor complaints are down. They have been studying different ways to handle Losurdo whey.

He reported high wastewater flows on Rensselaer Street and the Board discussed I&I study. Mr. Fout left at 6:47.

RESOLUTION 25-023

WATER TOWER INSPECTION

Offered by Tr. Guardino, seconded by Tr. Hebert. All in favor.

Resolution to accept the quote from Hunt Underwater Specialties for \$2,500 for the water tower inspection services.

RESOLUTION 25-024

RECIND RESOLUTION 25-012

Offered by Tr. Basford, seconded by Tr. Hebert. All in favor.

Resolution to rescind resolution 25-012 regarding sewer consolidation project change order 1-7 for a miscalculation.

RESOLUTION 25-025

CHANGE ORDER 1-7

Offered by Tr. Basford, seconded by Tr. Wood. All in favor.

Resolution to accept change order 7 for contract 1 providing blowers for CSO tank improvements and a time extension increasing the total contract amount by \$233,565.

RESOLUTION 25-026

PAY PROJECT INVOICES OFF WARRANT

Offered by Mayor Lashua, seconded by Tr. Guardino. All in favor.

Resolution to pay project invoices off warrant as grant funds become available.

MAYORS REPORT The Board discussed advertising for summer youth program and they discussed Water Chestnut efforts this summer. They reviewed the Meadowview PILOT. Mayor Lashua will send a letter.

RESOLUTION 25-027

YOUTH GRANT ACCEPTANCE

Offered by Tr. Wood, seconded by Tr. Hebert. All in favor.

Resolution to accept the grant award agreement from St. Lawrence County for Heuvelton Youth Recreation Program in the sum of \$5,808.

They reviewed priorities for Boat Launch NYS Parks & Rec Grant. They discussed an agreement with Kevin Feuka about professional services.

RESOLUTION 25-028

KEVIN FEUKA PROFESSIONAL SERVICES

Offered by Mayor Lashua, seconded by Tr. Guardino. All in favor.

Resolution to enter into an agreement for professional services to manage the Boat Launch Upgrade and Park Improvement Project # 246983 for an amount not to exceed \$15,000.

RESOLUTION 25-029

SHEPPARD LAND SURVEYING SERVICES FOR THE BOAT LAUNCH UPGRADE AND PARK IMPROVEMENTS PROJECT

Offered by Tr. Wood, seconded by Tr. Hebert. All in favor.

WHEREAS, the Village of Heuvelton seeks to upgrade the current boat launch site and a portion of the current wastewater treatment plant property and provide additional recreational features including an improved boat launch, kayak launch, baseball diamond, soccer field, access path, parking lot, restroom building, and related site amenities all consistent with the 2024 Comprehensive Plan Update and 2021 Oswegatchie River Local Waterfront Redevelopment Plan developed to benefit the quality of life for residents, businesses and tourists; and
WHEREAS, the Village has been awarded up to \$525,000 from the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) Environmental Protection Fund (EPF) as Project 246983 to implement the proposed improvements; and
WHEREAS, the Village solicited a proposal from Lawrence Sheppard LS, owner of Sheppard Land Surveying, Heuvelton, NY to complete the required licensed boundary mapping, topographic surveying, site planimetric data collection, and base flood elevation determination services; and
WHEREAS, in accordance with the 2025 Village Procurement Policy and NYS Municipal Law, the Village solicited a proposal directly from Sheppard Land Surveying due to the owner’s qualifications including prior work on the two properties and his familiarity with Oswegatchie River historic flood levels, which are critical to meet DEC, OPRHP and USACE requirements to dedicate and permit property usage; and
WHEREAS, the Village will need to execute the licensed surveying agreement with the firm for the pre-development work to facilitate design and permitting; and
THEREFORE, BE IT RESOLVED, that the Village of Heuvelton will enter into a licensed surveying services agreement for a total fee not-to-exceed \$10,000 with Sheppard Land Surveying for the noted services associated with the project.
BE IT FURTHER RESOLVED, that the Mayor or her assigned designee, is hereby authorized to act as the projects “Authorized Representative”, and to enter into any necessary related contracts to administer the NYS OPRHP EPF Project 246983 grant.

At 7:31 Mayor Lashua made a motion to enter into executive session to discuss the employment history of a particular person. Three individuals that were there from the girl scout troop left.

At 7:40 The Board exited executive session.

The Board reviewed the 2025-2026 tentative Budget.

RESOLUTION 25-030

2025-2026 BUDGET PUBLIC HEARING

Offered by Tr. Wood, seconded by Tr. Guardino. All in favor.

Resolution to hold a public hearing for the 2025-2026 Tentative Village Budget for Wednesday April 9th at 6 pm.

DPW Mr. Spaman gave a public works report.

RESOLUTION 25-031

APPROVAL OF MINUTES

Offered by Tr. Guardino, seconded by Tr. Wood. All in favor.

Resolution to accept the minutes of the 2/12/25

RESOLUTION 25-032

VOUCHER APPROVALS

Offered by Tr. Basford, seconded by Tr. Guardino. All in favor.

Approval of Vouchers 0325-1-0325-21

General	\$24,747.25
Sewer	\$3,119.88
Water	\$2,002.26
Sewer Project	\$1,011.50
Total	\$30,880.89

Other Disbursements \$38,477.67

RESOLUTION 25-033

BUDGET MODIFICATION APPROVAL

Offered by Tr. Hebert, seconded by Tr. Wood. All in favor.

Resolution to approve the following budget modifications

Increase

- 14204.1 Attorney \$20,857.05**
- 34104.1 HVFD CE \$1,665.82**
- 71804.1 REC Facility \$86.94**
- 81201.2 WWTP PS \$27.02**
- 2770.1 Unclassified \$15,347.56**

Decrease

- 90108.1 Retirement \$6,291.00**
- 90408.1 Workers Comp \$884.31**
- 73104.1 Youth EQ \$86.94**
- 90408.2 Workers Comp \$27.02**

At 8:17 pm, with no further business before the Board, the meeting was adjourned by Tr. Wood. All agreed.

Respectfully submitted,

Rebecca Donnelly
Village Clerk