

VILLAGE OF SCHUYLERVILLE

BOARD OF TRUSTEE

MEETING MINUTES

June 14, 2017

The Village of Schuylerville Board of Trustees met for their regular monthly meeting on Wednesday, June 14, 2017 at the Village Municipal Center. The meeting was called to order at 7:00 pm by Mayor Daniel Carpenter followed by the Pledge of Allegiance. Roll call: Present were Mayor Daniel Carpenter; Trustees Daniel Baker, Brian Drew and Nicole Proctor; Village Attorney David Klingebiel and Clerk/Treasurer Anna Welfley as well as several residents. Absent was Trustee Robert Petralia.

Mayor Carpenter read announcements for upcoming meetings and events.

- ❖ Special Presentation by Richard Kline of Shannon-Rose Design. Mr. Kline presented to the Board his company's web site design services. The company has been in business for 30 years. The plan he put forth would be Discovery, Planning, Content, Design, Development and Launch. He suggested there be a brainstorming session for ideas on content and design.

REPORTS

*Treasurer* Anna Welfley prepared a report for the Board read by Mayor Carpenter. The Village Tax is currently in collection and due by July 6 without penalty. The first quarterly billing for the sewer charges will go out August 1.

*Code Enforcement Officer* Gill Albert was unable to attend the meeting and did not have a report.

*Department of Public Works Supervisor* Rob Decker reported to the Board the results of the recent effort to hire a new laborer/driver for the DPW crew. One of the crew members left to join the WWTP leaving a vacancy. There were four applicants interviewed and one has been hired for the position. Mr. Decker reported on his search for quotes to do paving on Green Street. Mayor Carpenter complimented Supervisor Decker on his handling of all that has been given to him with the shortage of one crew member.

*Fire Department* Chief Brian Myers was unable to attend the meeting but provided a written report read by Mayor Carpenter. Four new applicants were accepted by Schuylerville Fire Co. for membership. Two current members completed their NYS OFPC training and were awarded certificates. Members participated in the American Legion Post 278 Memorial Day parade and the annual Hudson Crossing Triathlon providing water rescue. Six bids were received for purchase of the new command vehicle. There was response to 16 alarms for the month of May and 66 for the year as of May 31.

*General Schuylerville Emergency Squad* will be reporting the Village meeting beginning tonight. A member of the squad, J.R Hanna, reported on their activities. The GSES has partnered with the Wilton Emergency Squad and Mr. Hanna will be reporting on the Schuylerville Squad at the village meeting moving forward. There were a total of 79 calls for May and 266 calls to date. Seven calls were handled from Wilton. There were blood drives held at both stations. The merger was discussed with the last group to be notified, the Quaker Springs Senior Group. The squad feels they have met with all identified community stakeholders, except Quaker Springs Fire. They feel the project is well supported by all.

*Historian/Visitor's Center* Director Kristine Saddlemire reported work on her ongoing projects, such as the Kayak rack at the beach, the Cemetery Tour, and Visitor's Center activity. Ms. Saddlemire thanked the DPW crew for cleaning the exterior of the Visitor's Center building to prepare for the opening. Mayor Carpenter asked how the Visitor's Center was receiving supplies and Ms. Saddlemire responded that supplies come through the village office. He asked that the request come to the village office in writing. Mayor Carpenter said that Town Historian, Shaun Kelleher, is working on a walking tour and would like to speak with her about that. Docent Maggie Chiperno asked that the light on the flag be fixed. Mayor Carpenter asked her to email him with any concerns.

*Planning Board* Member Darren De Marco introduced himself as the new alternate on the Planning Board. His first meeting will be June 27.

*Sewer* Chief Operator Charles Sherman reported on an ongoing problem with repair efforts by Smith Controls. Mr. Sherman gave a brief history of the repair timeline and the costs to date. Mayor Carpenter would like to speak to Smith Controls. Attorney Klingebiel suggests contacting Don Coalts to see if he may know another contractor.

*Water Board* Chairman Daniel Baker reported from the meeting minutes of the May 15 board meeting. CT Male Engineering gave a presentation on the quote they provided regarding the water tank repairs and renovations. They did a full assessment and reported finding no significant issues. The exterior of the tank has only cosmetic repair. The interior of the tank has some sediment but in general good condition with no deficiencies. Recommendations were made to use a robot to clean the sediment in the tank, install the safety railing from the ladder to the roof hatch and sandblast rusted areas on exterior vents. It was advised to do another inspection in three years. DCK provided their April operations report stating that both Schuylerville and Victory Mills plants performed well and met all requirements of the Department of Health. Recent efforts to find the source of the ongoing issue of ponding at the Monument area were to have samples taken and sent to a third party lab. There were no significant findings of a distribution leak. The Water Board attorney has reduced his monthly retainer from \$1,000 to \$600.

*Tree Committee* Chairperson Nicole Proctor reported that her committee's first meeting went very well. She plans to have a presenter at a future meeting to discuss funding raising strategies. Next meeting is to be announced and will be in three to four weeks.

*Sidewalk Committee* Chairperson Bryan Drew stated that he was reworking his work schedule and will start meetings by the end of July. He did report that he had contacted the Sons of the American Legion and they are making plans to paint the bandstand in Veterans Park. There will also be a plaque erected in the park, which could cost approximately \$4,000, to honor veterans. Trustee Drew thanked the DPW crew for a great job cleaning the park.

#### PUBLIC COMMENT

Mayor Carpenter announced the Timber Framers' wall raising event at the new visitor's center, Fort Hardy Park, on June 16. All are invited. Festivities will begin 11:00 am with dignitaries Senator Kathy Marchione, Assemblywoman Carrie Worner and others speaking on the construction and benefit of the much anticipated Gateway Visitor's Center.

Resident Wendy Lukas asked if the board will be providing a salary list for the 2017/2018 year. Mayor Carpenter said he is finalizing the list. The village just added a new employee. She asked about the air-conditioning for the meeting room. Mayor Carpenter answered that the Board is in favor of installing air conditioning and is working on a solution.

Ms. Lukas suggested a microphone for use at the conference table.

She asked what type of sediment is on the bottom interior of the water tank. Trustee Baker said he did not know.

Ms. Lukas wanted it on the record that she does not approve of all the water board meetings being held in Victory every month. It has always alternated between Schuylerville and Victory. Mayor Carpenter said that the village board would convene on this and come to a decision.

OLD BUSINESS

**Trustee Baker made a motion to approve the purchase of a Fire Chief Command Vehicle for Schuyler Hose Company. The purchase will be from the lowest bidder, NYE Automotive Group, at a purchase price of \$30,906.22. Motion was seconded by Trustee Drew. All ayes. Motion carried 4-0**

**Trustee Baker made a motion to approve the purchase of new replacement air packs for the Schuyler Hose Company. The purchase price of \$150,481.20 will be borrowed on a five year term from MES Finance at 2.99%. The motion was seconded by Trustee Drew. All ayes. Motion carried 4-0.**

**Trustee Baker made a motion to approve the request of NYS DOT Traffic Control restrictions to erect signage indicating no parallel parking on Spring Street and Broad Street around the new proposed Stewarts Shop, seconded by Trustee Drew. All ayes. Motion carried 4-0**

**Trustee Baker made a motion to approve the appointment of Deputy Clerk/Treasurer Rose Decker to the position of Registrar of Vital Statistics, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

**Trustee Baker made a motion to go into Executive Session at 8:12 pm to discuss personnel issues, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

**Trustee Baker made a motion to come out of Executive Session at 8:34 pm, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

The Executive Session resulted in the following motions:

**Trustee Baker made a motion to approve the title of Chief WWTP Operator for Charles Sherman, including a salary increase of \$2,000. Mr. Sherman's salary will now be \$48,946 per year. The motion was seconded by Trustee Drew. All ayes. Motion passed.**

**Trustee Baker made a motion to approve current DPW employee Matthew Varner's move to become a full time salaried employee at the WWTP at \$30,000 per year, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

NEW BUSINESS

**Trustee Baker made a motion to approve the Tax Warrant for the 2017/2018 FY. The General Tax \$504,966.02...Sewer Re-levy \$119,970.74....Water Re-levy \$70,420.80 making the total Tax Warrant \$695,357.56, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

**Trustee Baker made a motion to approve a letter from the Schuylerville Board of Trustees to the Village of Victory agreeing that Victory will retain lead agency of the Schuylerville/Victory Board of Water management accounting and billing responsibilities for the 2017/2018 FY, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

**Trustee Baker made a motion to approve hiring Walter E. Ruzycky as the new full time laborer/driver on the DPW crew beginning July 5, 2017 at the rate of \$14.50 per hour, seconded by Trustee Proctor. All ayes. Motion carried 4-0.**

**Trustee Proctor made a motion to approve Mayor Carpenter signing the renewal of the Village insurance policies with the Adirondack Insurance Company effective July 1, 2017, seconded by Trustee Drew. All ayes. Motion carried 4-0.**

It was agreed by the Board to hold a Special Meeting on June 26 to correct inconsistencies and finalize the 2016/2017 year budget amendments, sewer rate for the 2017/2018 year and salary obligations.

**Trustee Baker made a motion to approve four new probationary firefighter applications. Adam DeRepentigny, Jonathan Kochendorfer, Ethan Burch and Chris Ebert were approved with a second from Trustee Drew. All ayes. Motion carried 4-0**

PUBLIC COMMENT

Resident Wendy Lukas, Green Street, asked several questions of the Board as follows:

1. She has been seeing lights on later at night in the bathhouse bathrooms. Mayor Carpenter will ask OSAA to shut the lights.
2. She questioned the aerator for the Canal and that the Board should contact the new owner. DPW Supervisor Decker said that when water raises high on the banks of the Canal, they open the valve on the south end of the dam and Mayor Carpenter added that this clears out the collection of organic debris and the smell.
3. She asked about the tree committee. Chairwoman Trustee Proctor answered that the Board is opening the committee up to local citizens, not only village residents.
4. She suggested to the Board that they consider appointed public officers every year as opposed to the current method of two years or four years. Mayor Carpenter said he would consider that.
5. She feels that sidewalks should not be the responsibility of the sidewalk committee, but the Board. Mayor Carpenter said he recognizes that there are grant opportunities to be looked and he feels the committee could be investigating options for solutions to the village's sidewalk problems.
6. She stated that village law regarding Daniel Bakers position on the water board and trustee of the village does not allow for compensation from the water board as he is an elected official. Mayor Carpenter feels that Daniel Baker has be a valued asset for the water board and to the village board. Trustee Baker responded that he is making a decision on which to choose. He feels a qualified replacement should be in place for the water board before he vacates that position. During his tenure on the water board monthly meetings, budgets and operation decisions are operating properly and the books are balanced. Mayor Carpenter feels that asking Trustee Baker to volunteer as chairman of the water board is not an option.
7. Ms. Lukas presented a printed obituary about a resident of Schuylerville who recently passes away. She feels that the village should consider recognition of Robert M. Galusha. He received a Purple Heart and two Bronze Battle Stars for his service in World War II.

VOUCHER APPROVAL

**Trustee Baker made a motion to approve the vouchers presented for payment. 13<sup>th</sup> Month General Fund \$16,791.48 and Sewer Fund \$9,657.75 (excluding the voucher for Smith Controls of \$6,700). The month of June General Fund \$17,324.81 and Sewer Fund \$3,541.75. The motion was seconded by Trustee Drew. All ayes. Motion carried 4-0**

**Trustee Proctor made a motion to adjourn the meeting at 9:15 pm, seconded by Trustee Drew. Meeting adjourned.**

Respectfully submitted,

Anna M. Welfley  
Clerk/Treasurer

