

**VILLAGE OF SCHUYLERVILLE**  
**MEETING MINUTES**  
Monday July 11th, 2018

PRESENT:

Mayor Carpenter  
Deputy Mayor Nicole Proctor  
Trustee Brian Drew  
Trustee Jason Young arrived at 7:22  
Deputy Clerk Rose Decker

ABSENT:

Trustee Robert Petralia  
Attorney Dave Kliengbiel

BOARD ANNOUNCEMENTS:

- Schuylerville Planning Board Monday, July 16<sup>th</sup> at 6:30PM at the Village Hall in Schuylerville
- Schuylerville/Victory Board of Water Management Meeting Monday, July 16<sup>th</sup> at 7 PM in the Victory Meeting Hall
- Schuylerville Tree Committee Wednesday July 25<sup>th</sup> at 4:00pm at the Schuylerville library
- Sidewalk committee to be announced
- Schuylerville Village Board Workshop Meeting on Monday August 6<sup>th</sup> at 6:30 pm at the Village Municipal Center
- Schuylerville Village Board Meeting on Wednesday August 8<sup>th</sup> at 7:00 pm at the Village Municipal Center

MINUTES:

Mayor Carpenter noted that the board all had the minutes from the last meeting on June 13<sup>th</sup> and well as from the workshop on July 9<sup>th</sup> and asked for a motion to approve them. Deputy Mayor Nicole Proctor made the motion to approve the minutes, Trustee Drew Seconded the motion

TREASURER'S REPORT:

General Fund	\$953,875.63
Sewer Now Account	\$157,760.14
Trust Agency Account	\$28,484.37

Housing Rehab	\$0.00
AHC home imp.	\$0.00
Septage receiving	\$59,092.24
Capital Sewer	\$120,451.80
Repair reserve	\$4,652.99
Sidewalk repair res.	\$25,045.61
Sewer Equipment	\$59,028.61
Harbor Project	\$5,077.86
Memorial Day	\$4,360.54
Capital Project	\$10,061.01
Morgans Run	\$14,162.73
Ft. Hardy Park	11,779.75

DEPARTMENT AND COMMITTEE REPORTS:

- CODE ENFORCEMENT**

Last month Gil issued five new permits. There were no complaints or orders to remedy. He performed three inspections. Mayor Carpenter asked Gil Albert if it was within his jurisdiction to oversee the installations of sidewalks. Gil Albert said that it was. Mayor Carpenter stated that the new owner of the building located at 135 Pearl Street was hoping to remove some of the elevation on the alley side during the construction of their parking lot. Mayor Carpenter stated that he was concerned about the effect it may have on the sidewalk that is planned to be installed on Spring Street. He asked if Gil Albert could be in communication regarding the construction of the parking lot to ensure that it will not have a negative impact on the planned sidewalk. Gilman said that it was his understanding that there would not be a large change in elevation, and that he would be in contact with the contractor throughout the construction to ensure that there would be no negative impact.
- DEPARTMENT OF PUBLIC WORKS**

No report. Mayor Carpenter did however note that he had been in communication with Rob Decker as pertains to the issue of combined municipalities wherein the village and the town might share a mower, but that the town was not interested in this matter. In regard to the purchase of the new mower, the original quote came out to be more for the brand

that was originally approved. Rob Decker was able to get a different brand of mower for under the quoted price. Mayor Carpenter felt that as long as he stayed under the price we had approved in the resolution, that it would be OK to purchase this new mower. Mayor Carpenter noted that several times over the past couple weeks the DPW crew has been down due to injuries or vacation time, but that they had managed to complete the necessary tasks.

Carpenter mentioned that Mayor Dewey of Victory had called him to ask if he could team up with our village DPW to see if we could assist for two days, sharing four employees, with some of their sidewalk work. Mayor Carpenter stated that he and Mayor Dewey had agreed that if this is something that our DPW could help with then Victory would agree to help us with our sidewalk project on Spring and Pearl, which would include the loan of Victory's sidewalk forms.

There was a notification of a complaint about the condition of the road down at Spring Street due to some potholes. Rob Decker made the necessary repairs at the corner of Spring and Broad Street

Rob Decker also said that he had looked into the DOT issue on signage and was just waiting to get the signs in. Deputy Mayor Nicole Proctor noted that there was an email stating that we would need to change our local village law in order to install this signage. Mayor Carpenter stated that we will confirm this with the attorney when he is back from vacation and hopefully have this addressed by the August meeting.

Tim LaBaron stated that he didn't feel that we needed any sort of approval for that as there was already a similar sign. He also questioned why this was not in the original agreement with Stewart's. Mayor Carpenter stated that in the original agreement between the village the planning board and Stewarts was that the signage would go in the places they were now and that we would evaluate the parking and traffic situation and address it at a later date if necessary. Mayor Carpenter stated that he wanted to be sure that everything was being done correctly and that it would be addressed at the August meeting, and that they would have the signage as soon as possible.

- FIRE DEPARTMENT

May 24th The following members successfully completed the NYS OFPC Principles of Instruction Course hosted by Malta Ridge Fire Company. This 15-hour course prepares members that will be conducting training at the company level.

- Lt. Mark Wells
- Lt. Matt Varner
- Safety Officer Richard Behrens
- FF Laurie Schueing

May 28th members participated in the Schuylerville American Legion Post 278 Memorial Day parade.

June 5th Probationary FF Eric Darrow successfully completed the NYS OFPC Interior Firefighter Operations Course hosted by the West Crescent Fire Department. This 49-hour course prepares new firefighters to operate as Interior Structural firefighters or in IDLH areas of the incident scene.

June 7th at the monthly meeting of Schuyler Hose Co. FF Jonathan Kochendorfer and FF Eric Darrow were presented their badges by Chief Myers in recognition of completing their probationary period and becoming a full active members of the company.

- June 10th members provided water rescue stand-by for the Hudson Crossing Triathlon.
- June 20th effective immediately the Noon Siren test will no longer be conducted by the Saratoga County Sherriff's Communication Division.

### **ALARMS**

- Department responded to 11 alarms in the month of May and 26 alarms in the month of June. 87 alarms YTD (June 30).
- June 18th the company responded to 17 storm related emergencies.

### **WASTE WATER TREATMENT PLANT**

Charlie Sherman was unable to make the meeting. Mayor Carpenter read from the report that Sherman provided. Mayor Carpenter stated that he would read from the first page and that if anyone wanted a copy of the more detailed report they should contact the clerk or the treasurer and one of them would provide the report. Mayor Carpenter read from the front page which described the 2013 and 2014 design and upgrade of the plant and viaduct system as well as the upgrade to the system to better treat the waste water. The report named Charles Sherman and Matheaw Varner as operators. This report also included the vouchers and invoices for septage receiving. Mayor Carpenter stated that he was going to look over the report as this was the first one of this type that he had received. He noted that there were still several items missing that he had wanted to see in this report regarding incoming flow for the month and the volume that the plant was handling on a monthly basis. Mayor Carpenter had also requested that Sherman include in his report any incidences of high water events as well as updated budget revenue and expense reports, and that these items were not included in the report.

- **HISTORIAN/VISITORS CENTER**

Christina Saddlemire stated that the visitor center opened June 1. Prior to opening, Marion De Heer and Margaret Chiperno cleaned and prepared the facility. Department of Public Works assisted them. For the month of June there were 107 visitors. Most of the comments were positive, "nice history", "most helpful" and "Marion is super" to name a few. Christina Saddlemire stated that she had been out for a little bit, but that she had been in communication with Margaret Chiperno to be sure that all was going well at the visitor's center. She answered two genealogy inquiries. In regard to the markers project, Kayden received approval to repaint the markers officially last week. Tim from Canal Corp. donated the paint. Kayden will be starting with the painting of the sign as soon as he receives the paint.

- WILTON EMERGENCY SQUAD  
No report

- PLANNING BOARD  
No report

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Mayor Carpenter noted that the minutes were available for review from the water meeting and read from the DCK report the following;

*Tasks Completed in May 2018-*

- Tank cleaning was completed on the 1<sup>st</sup>.
- Cummins was at both treatment plant sites and the storage tank on the 7<sup>th</sup>. Suggested a new battery for the generator at the RO plant.
- Overhead Door was called out to repair the garage door at the Victory plant, they supplied a quote to replace.
- Met with James of National Grid on the 16<sup>th</sup> at all sites for their usage audit.
- Met with Justin from Hach for PM on turbidimeters and CL17. Not all of the turbidimeters are on the current contract (their records show only three of the four are). For the next contract we should ensure that all four are included in the PM schedule.
- The ROZ filters were finally received after several attempts to coordinate with the shipping company (YRC). They scheduled for the 25<sup>th</sup> and again on the 29<sup>th</sup> and were no shows on both days. They finally arrived on the 30<sup>th</sup> with the filters.
- Required monthly total coliform samples were collected and transported on the 29<sup>th</sup>.
- The required SPDES samples for the Outfall at the RO plant were collected and transported on the 31<sup>st</sup>

OLD BUSINESS;

Tank cleaning and repairs are completed, the only remaining task is the training on the use and monitoring of the mixer, which Spensieri will coordinate with DCK.

Hydrant Quotes for the parts are in, Don Coalts suggested EJP, as the price was the most competitive and the company is local, out of Round Lake. Chairman Baker made the motion to approve the purchase of \$10,239.12 for the hydrants, Commissioner Hughes seconded, all in favor.

Jason Young had requested a reduction of units from 7.3 to 5.3, but after inquiring into the matter with the building inspector, Gilman Albert, it was determined that with the apartment above the restaurant, the property should only be reduced by one, for a total of 6.3 units.

Water service replacement for pond and cemetery; we are waiting for quotes on this, TL Kubricky has expressed interest in the project. DCK has three other inquiries TKC and Nick Lussier's and Keller's but has not received any quotes from them yet.

258 Broad Street; Rob Decker was able to locate the shut off. However, it is unclear as to whether this shuts off all of the houses that are north of the cemetery. Mark Rogers will be coming back to complete the repair, and we hope to be able to coordinate the DPW with him to confirm this.

NEW BUSINESS:

Hach contract was discussed. Several items which were previously covered by this contract were not included in the first contract we received this year. Chairman Baker asked DCK to coordinate with Hach and make sure that all items that should be covered were included in the contract.

Chairman Baker made the motion to approve the Hach contract for machine maintenance for \$9,547.7, Commissioner Dennison seconded all in favor.

Review of the WDR letter of commitment. This is the accounting firm that handles the filing of our AUD's. The rate remains the same as last year, with the hourly rate for preparation of AUD, staff accountant at \$85 per hour and partner review at \$130 per hour. Combined hours estimated at 23.

Chairman Baker made the motion, Commissioner Dennison seconded all in favor.

A resolution was needed to balance out the 2018 fiscal year, Chairman Baker read from the resolution the following;

WHEREAS, a budget amendment is needed to transfer money from the budget between appropriations for those costs associated from J.1910.400 unallocated insurance \$2000, J.1990.400 contingent contractual \$3000.00, J.8310.400 Home and community water admin \$8000.00, J.8340.200 transmission and distribution equipment \$1000.00 and J.8340.400 transmission and distribution contractual \$1353.00 To J.8320.400 source of supply contractual \$10,000, J.8330.400 purification contractual \$5300.00 and J.8340.100 transmission and distribution personal \$53.00

Chairman Baker made the motion to approve the resolution, Commissioner Dennison seconded all in favor.

PUBLIC HEARING:

Lisa and Stephen Burr from 102 Gates attended the meeting. They needed to get a curb stop installed. Chairman Baker stated that the DPW was scheduled to come on Thursday, to install a stop. The install was a project that would need more than two DPW and would need to have the Schuylerville DPW assist.

James Buono, a representative from Potentia, was originally scheduled during board correspondence, but was held up due to the storm damage.

He stated that he was there to present some figures on the costs and benefits of switching from regular fluorescent to LED lighting. He discussed the program that was being offered by National Grid, to finance the installment and initial purchase of the lights. He also spoke about the possibility of combining with Village of Victory, Village of Schuylerville and Town of Saratoga, to work together to get more buying power with the energy companies. He stated that currently, through direct energy, the Fort Hardy Plant is paying 9-14 cents per KWH, which he feels could be reduced to 4 or 5 cents. This would happen through a bidding process. The contract would be for a fixed rate for 2 years.

He presented the board with paperwork with those figures on energy cost savings.

Chairman Baker asked Mr. Buono to provide all figures to Treasurer Heyman, and that she would send these out for the board to review.

AUDIT AND APPROVAL OF CLAIMS:

Chairman Baker made the motion to approve abstract 13 of 2018 for \$42,252.57 and abstract 1 of 2019 for \$24,923.32, Commissioner Dennis seconded, All in favor.

Meeting was adjourned

- TREE COMMITTEE  
See workshop minutes
- SIDEWALK COMMITTEE  
See workshop minutes

PUBLIC COMMENT:

Wendy Lucas had a question about the workshop that was originally scheduled on the 2<sup>nd</sup> of July. She felt that there was not adequate notification regarding the change of dates and noted that this was not posted on the website. She stated that she thought there was a legal time limit for notice to the public for changes to meeting dates. Mayor Carpenter stated that the board only found out at the last minute they were not going to have a quorum so they rescheduled the meeting to July 9<sup>th</sup>. Wendy Lucas asked the method of informing the public and Mayor Carpenter stated that a notice was posted in the village hall window.

Also, on the signage matter, she asked the mayor to clarify whether they were asking the attorney to change the village law, or if they were asking if it needed to be changed. Mayor Carpenter clarified that they were inquiring as to whether it needed to be changed.

She also stated that she had sent an email in June on the 14<sup>th</sup> about the broken lamp post that is in the parking lot. She had been informed that it would be fixed but she stated that it was still there and that she felt it was dangerous and unappealing.

Mayor Carpenter stated that he had communicated with Rob Decker to ask him to please remove the lamppost and replace it.

Wendy Lucas asked if the Village of Schuylerville had a shared service contract with the Village of Victory. She thought that this would protect our DPW if there were any incidences while the DPW were working in the Village of Victory. Mayor Carpenter stated that he would look into this matter.

Margaret Chiperno asked if there was any update about Penny Lane. Mayor Carpenter said there was not.

Tim LeBaron asked if they had inquired with Greenwich about sidewalk forms. He stated that most of these towns work together which allows them to be more cost-effective. Mayor Carpenter stated that he did talk to Pam Fuller from the town of Greenwich and that she would be willing to allow us to use of those forms if we needed them. He added that he had discussed borrowing forms from Victory in his discussion with shared services with Mayor Dewey.

Trustee Young also noted that if we were to purchase the concrete at the same time as Victory that we would be able to get a better deal by buying a larger load. He stated that he had spoken to Mayor Dewey and that they plan to do the whole main street with new sidewalks, which he felt would require a large amount of concrete.

OLD BUSINESS

Mayor Carpenter pointed out that we had spoken about the Stewart signage earlier, and that he felt we could move on to new business.

NEW BUSINESS:

Mayor Carpenter mentioned the contract that was presented for Potentia Energy. The village could recognize a reduction in cost per kilowatt hours to \$0.05417 if they were to enter into an agreement to purchase our energy in cooperation with the Town of Saratoga as well as the Village of Victory. He also read the contract to switch to LED for the village buildings as well as the Waste Water Treatment Plant and listed the following;

The projected savings would be \$4911 a year. Cost to change over estimated at \$22,244.00 which includes materials and labor. National grid will contribute incentive of \$8,036.00 so price after incentive is \$14,209. If the village could pay up front there would be a reduction of 10% off the cost. There is a 2 ½ year return on the investment. The bill will go up \$642 per month for 12 months, at the end of that time you'll see the full savings of \$409 per month Also there is a five year warranty which covers all replacement of bulbs and labor to repair or replace any parts for five years.

Mayor Carpenter asked if anyone had any questions on this contract.

Tim LeBaron asked about the streetlights. Mayor Carpenter stated that we were still involved in a lease through National Grid, and that James Buono was working on this issue and that this could possibly happen by September or October of this year.

Mayor Carpenter asked for a motion to accept the proposal.

Wendy Lucas stated that she felt that the people didn't have enough information regarding this contract. Mayor Carpenter stated that he had reached out to the village of Victory and the Town of Saratoga and that both municipalities had agreed that they were going to accept the agreement.

Tim Lebaron asked if there was a possibility that there might be better technology that is upcoming. Mayor Carpenter stated that he was unaware of any technology that was more efficient than LED.

Tim LeBaron also stated that at the Town of Saratoga they had had issues with interference with the radio transmission due to the ballasts on the new LED lights. There were several questions raised about the amounts estimated. Jason Young stated that he had just signed up with constellation energy at 4 ½ cents per kilowatt hour whereas the village had been quoted five cents. Trustee Young wanted to reach out to other municipalities that have worked with this company to find out if they were happy with the results and if the savings were actual. Mayor Carpenter said they could table it for the month and asked Trustee Young to look into the matter Nicole Proctor asked Trustee Young if he would also look into when the incentive deadline is. There was a resolution to appoint probationary firefighter Holly Wadsworth to the Schuylerville Volunteer Fire Department. Trustee Drew made the motion to approve the appointment and Deputy Mayor Nicole Proctor seconded all in favor. Mayor Carpenter ask if the people who attended the workshop would like to review the proposition by Bob Foster.

Jason Young spoke;

Bob Foster spoke about the traffic and signage issue at the new Stewart's. Kevin O'Connor, who is the owner of a business at 11 Spring Street called KO Motorsports, contacted the Saratoga Hospital to alert them to a possible dangerous situation due to the traffic that was using the health center parking lot as a cut through. Saratoga Hospital sent over some employees of the hospital to assess the situation over the course of several days. They determined that the current traffic situation is unsafe. People are cutting through the lot and driving on the apron at KO

Motorsports. They provided Bob Foster with plans to use landscaping islands with 6" curbing to create an entrance and an exit. Stewart's is willing to buy any signage that the village feels necessary and that the village would install the signage. The need for the following signs was discussed and confirmed; "no trucks local deliveries only" for beagle Lane also a one-way sign by beagle lane and at the beginning of the proposed island speed limit 15 mph. Deputy Mayor Nicole Proctor asked about the no left turn sign for beagle lane as well, and it was agreed that it should be included.

Mayor Carpenter read from the original agreement with Stewarts the following;

"The planning board included, in its resolution to permit the construction of the new Stewarts shop, the provision that calls for Stewarts to purchase new signage that may be deemed necessary to allow the flow of traffic and parking restriction surrounding the site of the new store. It was noted at the time of issuing the permit to proceed that a certain amount of time may need to take place before all reasonable decisions could be made regarding the details of any of any intersection improvements."

This ensures that the Stewarts Cooperation will be responsible for the purchasing of any signs that are deemed necessary.

Mayor Carpenter brought up the subject of the increase in the insurance deductible from \$500.00 to \$1,000.00 for buildings and property, auto comprehensive and municipal equipment Mayor Carpenter asked for a motion to increase the deductible to enable the village to save \$2,500.00 per year.

Trustee Young asked if he could comment on this.

He felt that the low deductible was a good idea. Trustee Young made the motion to approve the increase in deductibles, Deputy Mayor Nicole Proctor seconded the motion, all in favor.

#### PUBLIC COMMENT:

Wendy Lukas asked if the village planned to install air conditioning.

Mayor Carpenter stated that the village would send out for quotes.

Trustee Young said that he thought he could get some units gifted to the village.

Wendy also stated that she felt that the website was difficult to navigate and that she felt there were minutes missing from the website.

Wendy Lukas also asked about the building by the boat launch that is owned by the village that she felt was unsafe and needed to be taken down.

Mayor Carpenter stated that they had allowed the fire department to use the building for training, and that he would make arrangements to have the building demolished.

Wendy Lukas asked if the public could have a copy of the revenue and expense report at the monthly meetings.

A question was raised about the bear that has been spotted. She asked if there was any way to inform the public of the presence of the bear. Mayor Carpenter stated that it could be posted on the website.

#### APPROVAL OF VOUCHERS FOR PAYMENT:

Approval of the vouchers for the General Fund, July \$141,321.50. Deputy Mayor Nicole Proctor made the motion to approve the vouchers Trustee Drew seconded. Approval of the vouchers for the Sewer Fund for \$19,031.47. Trustee Drew made the motion to approve the vouchers for the sewer department, Deputy Mayor Nicole Proctor seconded all in favor

ADJOURNMENT

Deputy Mayor Nicole Proctor made the motion to adjourn, Trustee Young seconded all in favor, meeting adjourned.

Recording Secretary,

*Cery Heyman*