

**VILLAGE OF SCHUYLERVILLE
MEETING MINUTES**

Wednesday August 8th, 2018

PRESENT:

Deputy Mayor Nicole Proctor
Trustee Brian Drew
Trustee Jason Young
Trustee Robert Petralia
Attorney Dave Kliengbiel
Recording Secretary Cory Heyman

ABSENT:

Mayor Daniel Carpenter

BOARD ANNOUNCEMENTS:

- Schuylerville Planning Board Monday, August 20th at 6:30 pm.
- Schuylerville/Victory Board of Water Management Meeting Monday, August 20th, at 7 PM in the Victory Meeting Hall
- Schuylerville Tree Committee Wednesday August 29th at 4:00 pm at the Schuylerville library
- Sidewalk committee to be announced
- Schuylerville Village Board Workshop Meeting September 10th
- Schuylerville Village Board Meeting September 12th

MINUTES:

Deputy Mayor Nicole Proctor asked for a motion to approve the minutes from the July meeting. Trustee Petralia made the motion Trustee Young seconded the motion, all in favor.

TREASURER’S REPORT:

General Fund	\$971,731.50
Sewer Now Account	\$130,168.33
Trust Agency Account	\$36,184.19
Housing Rehab	\$0.00

AHC home imp.	\$0.00
Septage receiving	\$59,924.80
Capital Sewer	\$120,456.92
Repair reserve	\$4,653.19
Sidewalk repair res.	\$25,046.67
Sewer Equipment	\$59,031.12
Harbor Project	\$5,078.08
Memorial Day	\$4,360.73
Capital Project	\$10,061.01
Morgans Run	\$14,162.73
Ft. Hardy Park	11,779.75

DEPARTMENT AND COMMITTEE REPORTS:

- CODE ENFORCEMENT

Report attached

- DEPARTMENT OF PUBLIC WORKS

No report

- FIRE DEPARTMENT

July 19th FF Justin Decker successfully completed the NYS OFPC FAST (Firefighter Assist & Search Team) Course hosted by Galway Fire Department. This 15 hour course prepares members of a FAST operation how to identify the tools and staffing requirements needed, develop a rescue plan for a missing, lost, or trapped firefighter; demonstrate rope search techniques, and demonstrate removing a firefighter/ victim up a stairwell, up or down through a hole in a floor/roof, moving a downed firefighter out of a window, and lowering a firefighter down a ladder.

July 26th members with ER-573 provided coverage at the Saratoga County Fair.

August 4th members assisted the DPW with removing flood waters from the parking lot at Fort Hardy Park. Tanker 574 was used to vacuum approximately 35,000 gallons of water.

August 4th members stood-by with ER-573 and F-575 at Fort Hardy Park for the fireworks display.

August 4th members operated at a structure fire in the t/o Northumberland. The alarm was dispatched late Saturday night and units left the scene early Sunday morning. An aggressive interior attack contained the fire to the attic area of the 100+ year old house. No injuries were reported. Mutual aid at the scene was received from Greenwich and Gansevoort Fire

Departments & Wilton EMS. Victory Fire stood by in station. The fire was ruled accidental (electrical event) by the Saratoga County Cause and Origin Team. Saratoga County Sheriffs and National Grid also assisted.

August 5th members participated in the Turning Point Parade.

ALARMS

Department responded to 12 alarms in the month of July. 99 alarms YTD (July 31).

7/25 – Responded to a MVA w/ entrapment in the t/o Greenwich. Vehicle was overturned and submerged in three feet of water. Members successfully extricated the driver and turned her over to Easton-Greenwich EMS for treatment.

At this point Deputy Nicole Proctor stated she would like to recognize the firefighters, specifically Brian Myers and Matt Varner for their efforts in pumping out the parking lot at the Fort Hardy Park. She also thanked Schuyler Hose for the use of their equipment during that time.

Deputy Mayor Nicole Proctor then commented on one item for the department of public works, to say that the board was reaching out to Rob Decker about his plans to deal with the zero turn mower to ask him to put that out to bid, and to give them dates that this would happen.

- WASTE WATER TREATMENT PLANT
No report

- HISTORIAN/VISITORS CENTER
No report

- WILTON EMERGENCY SQUAD
No report

- PLANNING BOARD
No report

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT
No report

PUBLIC COMMENT:

Wendy Lukas commented that she felt the minutes needed to be adjusted in the area where Jason Young was speaking about the propositions for the planning board regarding the Stewart signage. She felt that it looked like the minutes read that Bob Foster spoke at the meeting, but that he did not attend

the meeting. Trustee Young assured her that the minutes would be edited to reflect that he was speaking, and that he was referring to a conversation with Bob Foster.

Tim LeBaron spoke regarding the outside users, who were also relatives of his, who were currently without water. He asked who would be responsible for the cost for the repairs to the line going to their house. Tim Labaron felt that they were without water for an inordinate period of time. He felt that there were not adequate systems set in place for emergency situations to service people who were without water. He felt that as the Waterboard was providing water to these residents, that in the event that their water supply was interrupted, there should be a plan to provide them with water. Trustee Young agreed that there should be some plan set in place. Considerable discussion followed regarding outside users and their rights to water. Also much discussion as to who is responsible for maintaining water lines to these users. Attorney Kliengbiel pointed out that he was not sure that there was any legal responsibility for the village to run lines for outside users on property that was not owned by the village. Kliengbiel gave the Dollar General as an example; they were responsible for 100% of the costs to run a line from the main to their stop. The outside users in question are actually residing in the town of Northumberland. Gilman Albert stated that he felt there were contracts in place specifying that it was the responsibility of the outside users to connect the main in such situations. It was also pointed out that the reason that the outside users pay one and a half times the amount of Village residents is to cover the costs for repairs to infrastructure, as they are not residents and don't pay taxes. It was determined that attorney Kliengbiel would look into this matter to discover who was ultimately financial responsible for repairs to the lines for outside users.

Deputy Mayor Nicole Proctor announced that she would be opening up the floor to James Buono and that it would be an open forum for questions from the public as well as the board.

James Buono began by discussing the street light issue. Currently the village is leasing their streetlights.

He advised against purchasing the lights from National Grid for the following reason;

If for any reason one of these lights that we have purchased is knocked down in an accident we have to pay national grid \$200 to turn off the power. Then we would need to hire a certified electrician with the lift equipment to repair the line, estimated cost around \$1000. After this repair is completed, then National Grid will need to come back out to turn it back on for an additional \$200. For that reason, James Buono did not recommend that we purchased the streetlamps.

The second option would be to convert to LED at which point we would still not own the street light and national grid would not contribute funds towards this. The savings we would realize would not be enough to justify the cost to convert to LED.

The current rental program that we have with national grid is for \$10 a month per light. All the lights only last 2 to 3 years. When they expire, national grid will replace them with LED technology at this point the cost will go down and the charge per light will be reduced.

Next subject is the purchasing of energy at a fixed rate through consortium of the different local villages and towns constellation energy was the best rate at \$0.05556. In response to a prior question regarding the fact that Trustee Young was able to obtain a lower rate for his restaurant then the village could get through Potentia, James Buono stated that because Jason Young's restaurant and marina was more active during the summer months, that his business used more energy during the lower-priced

months. Therefore, the rate that the restaurant was quoted was considerably lower. This agreement would be for two years.

Next, James Buono discussed the LED change over. He went over the costs, the savings and the incentive plan offered by National Grid. He stated that the lifespan of the types of fixtures and lamps that we had in all of our buildings were maximum four years and that as they would need replacing soon, it would be in our best interest to replace them with LED lights. He stated that to use a private contractor to replace all of our lights would be much costlier than the deal that is being offered through national grid to change over to LED, particularly as there would be no incentive without National Grid. He addressed the question that was raised about frequencies from the ballasts interrupting with the firehouse signals. He stated that they would not be using ballasts for the replacement LED's but rather a driver system, as they are much more efficient and longer lived.

Deputy Mayor Nicole Proctor asked if there were not other companies to compete with Potentia. James Buono stated that the bidding was open to other contractors, and that any qualified contractor could bid, however only Potentia was able to use the incentives from National Grid. This is through a systems benefit charge that is similar to Social Security where all your money goes into a pool which they then draw from to distribute incentives.

Tim Le Baron asked whether motion sensors would be a good option for us. James Buono stated that in this particular situation motion sensors were not a good option as they tended to stay on longer than needed. He stated that currently the plan would be to leave the existing fixtures, replace the ballasts with drivers and put in the LED bulbs. All outside fixtures would be replaced and new photocells would be installed as well. The interior fixtures would be warranted for 10 years and the exterior fixtures for 5.

Wendy Lucas asked him to clarify which buildings would be covered by this and if it would include the fire department. James Buono stated that it included the entire village hall building offices and fire department. Wendy Lukas asked the board if there were any more issues regarding the leaking of the DPW garage building and was told no, and that there is a new roof. She asked if it was necessary to put new lights in the Beachhouse. She questioned what building was named, "Ferry" it was clarified to her that it was the old pump house on Ferry Street. The building referred to as, "historical society" is the visitor center that is how it is listed on the National Grid bill. Wendy Lukas stated that she felt that that was another building that did not need new fixtures, as there was a new visitors center being built. Wendy questioned him as to the validity of the savings Jim's Buono stated that national grid reviews the savings and those companies whose LED lights were changed over need to show a minimum of 5 to 7% savings or National Grid will discontinue the program.

It was determined that the board would table the LED light change out until the next budget cycle as they felt with the grants they were applying for that the monies that were available had already been spoken for.

NEW BUSINESS:

- Approval of the advertisement for the new DPW hire. Hugh Bruce is retiring and a new operator/mechanic will be hired to replace him. Deputy Mayor Nicole Proctor asked for a motion to approve the advertisement. Trustee Petralia made the motion and Trustee Drew seconded the motion, motion passed.
- Proposed approval of the letter to Carrie Woerner regarding the onsite review of the intersection of Ferry and Broad Streets by the New York State DOT. She read the letter

Dear Assemblywoman Woerner:

It has come to the attention of The Board of Trustees of the Village of Schuylerville that the NYS Department of Transportation recently completed an onsite review of the intersection of Ferry and Broad Streets in the Village of Schuylerville.

It is our understanding that the NYS DOT has estimated that it will cost \$225,000 to:

- Reconstruct sidewalks, curbs and curb ramps on all four corners of this intersection;
- Mill and fill the intersection.
- Install new pedestrian signals and push buttons; and
- Possibly relocate a fire hydrant.

We believe that if this project is completed that it will significantly improve the safe access across this intersection in all directions, particularly for pedestrians, handicapped persons and cyclists. Currently, the northern side of this intersection allows no access for handicapped persons whatsoever. If these improvements are realized, it will provide safer access for all to and from Fort Hardy Park, the Hudson River waterfront, and the soon to be constructed Empire State Trail.

The Board of the Village of Schuylerville respectfully requests that state funding through your office be made available for this project. If approved, we understand that this funding will be used by the NYS DOT to design, bid and oversee construction of this project as set forth above at no cost to the Village. We greatly appreciate your support for this project and stand ready to assist you in any way to ensure this project is a success.

Deputy Mayor Nicole Proctor asked for a motion to approve the letter. Trustee Petralia made the motion to approve, Trustee Drew seconded it all in favor, letter approved.

- Proposed shared services agreement with the Village of Victory.

Attorney Kliengbiel provided background on this agreement as follows; This would allow for the shared services that the villages now use. Kliengbiel edited the agreement that was originally sent to him by the Village of Victory and used a template that is used by the state for shared services. This is the recommended form. He tailored the form to fit the needs of the village. He used the values established in the IGS bluebook for values for use of equipment by either municipality. This will be presented back to Victory for their approval and signature. Trustee Young made the motion to approve the agreement and Trustee Drew seconded it, all in favor.

- Proposed resolution regarding the selection of the Chasen Company to contract for the administration of the T/A grant

Whereas, the Village of Schuylerville sent RFP's to prepare a downtown building analysis and provide façade design recommendations

Whereas, a total of nine (6) RFP's were sent out to engineering firms along with a notice to the newspaper and the same information was advertised on the village website for other firms that may be interested in this type of work, and

Whereas, the Village received three (3) proposals for consideration from the following firms

Chazen Companies
CT Male Associates
In Site Engineering

After careful consideration the Village trustees have chosen Chazen Corporation as the firm to complete the Main Street assessment no later than February 2019.

Selection Criteria was as follows;

1. Understanding of work to be performed (8 Points)
2. Experience with similar projects (8 Points)
3. Familiarity with the New York Main Street – TA program (8 Points)
4. Logistic and familiarity with the area (8 Points)
5. Past performance with the Village (2 Points)
6. Cost/Value (2 Points)

The proposed fee was \$21,000.00.

Deputy Mayor Nicole Proctor asked for a motion to approve the selection of the Chazen group for the downtown analysis. Trustee Petralia made the motion, And Trustee Drew seconded the motion , all in favor

- Proposed resolution regarding the Potentia energy purchase agreement with Constellation energy. Deputy Mayor Nicole Proctor asked for a motion to approve the energy price lock with constellation at .56666. Trustee Petralia made the motion. Trustee Young seconded it all in favor.
- Proposed resolution for the Sprague energy contract tabled for further review, as the contract was only presented yesterday, and the board needed further consideration. Proposed resolution regarding the Potentia LED changeout contract for the Village properties as well as for the sewer plant were tabled until the references could be looked into. Trustee Young pointed out that we could budget this for next year.
- Proposed resolution regarding a budget amendment which is needed to adjust appropriations for the following accounts; G.2770 Miscellaneous Revenues increase \$150,000.00 and increase G.8130.400 Waste Water Treatment Plant Contractual \$150,000.00 to reflect the financial transaction that transpired as a result of the sewer agreement between the Village of Schuylerville and the Village of Victory. Trustee Petralia made the motion and Trustee Drew seconded, all in favor.

PUBLIC COMMENT;

Wendy Lukas questioned the budget transfer. It was clarified that the transaction consisting of a check to Victory for \$150,000.00 and a check from Victory for \$150,000.00 was needed to seal the contract. Treasurer Heyman explained that the transaction needed to be recorded in the accounting software, and that without the resolution to amend the budget the expense account that she needed to use to post the payment would be seriously in the negative, and that the AUD could not be completed with any account being in the negative. No actual revenue was realized and no actual expense incurred. Wendy Lukas stated that she felt that we should look into other contractors besides James Buono. It was agreed that the board would look into other contractor quotes.

Tim Labaron asked about the proposed barriers at Saratoga Health Center. Trustee Young said that he had been in contact with the motorsports company and that he could provide a synopsis of the situation.

He said that the village would only be responsible for the purchase of the bollards, and that the motorsports store would own them after installation and would be responsible for them after that.

Wendy Lukas asked about the letter to Carrie Woerner. Trustee Young clarified that the village was simply asking that Carrie advocate the funding and work to be provided by the state to reconstruct the sidewalks at that intersection as well as the signal lighting to provide safe passage for pedestrians.

APPROVAL OF VOUCHERS:

Deputy Mayor Nicole Proctor asked for a motion to approve the payment of the vouchers, Trustee Drew made the motion. Trustee Petraia seconded the motion all in favor.

ADJOURNMENT:

Before adjourning, Deputy Mayor Nicole Proctor thanked Trustee Young for providing the air conditioning units for the village hall, all in attendance heartily agreed.

Trustee Drew made the motion to adjourn, Petralia seconded all in favor

Recording Secretary,

Cory Heyman

