

VILLAGE OF SCHUYLERVILLE
MEETING MINUTES
Wednesday November 14th, 2018

PRESENT:

Mayor Daniel Carpenter
Trustee Bryan Drew
Trustee Timothy Le Baron
Trustee Robert Petralia
Trustee Jason Young arrived at 7:15 as he was at a fire call
Attorney Dave Kliengbiel
Clerk/Treasurer Cory Heyman

ABSENT:

None

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management Meeting Monday, November 19th at 7:00 PM in the Victory Meeting Hall
- Schuylerville Tree Committee November 14th, 2018 at the Schuylerville library
- Sidewalk committee to be announced
- Schuylerville Village Board Workshop Meeting Monday, December 3rd at 6:30 pm at the Schuylerville Village Hall.
- Schuylerville Village Board Meeting Wednesday, December 12th at 7:00 pm at the Schuylerville Village Hall.

MINUTES:

Mayor Carpenter asked the board if they had read the minutes and asked if he could get a motion to approve the minutes. Trustee Petralia made the motion to approve the minutes and Trustee Lebaron seconded the motion, all in favor.

TREASURER'S REPORT:

General Fund	\$917,161.20
Sewer Now Account	\$159,220.67
Trust Agency Account	\$44,834.35
Housing Rehab	\$0.00
AHC home imp.	\$0.00
Septage receiving	\$68,742.94
Capital Sewer	\$120,472.11
Repair reserve	\$4,653.78
Sidewalk repair res.	\$25,049.82
Sewer Equipment	\$59,038.57
Harbor Project	\$5,078.73
Memorial Day	\$4,361.29
Capital Project	\$10,061.01
Morgans Run	\$14,162.73
Ft. Hardy Park	11,779.75

DEPARTMENT REPORTS:

- **CODE ENFORCEMENT**

Gil Albert reported on the building permits and inspections performed this month. He also reported on the classes he attended in Albany regarding code updates. Mayor Carpenter mentioned the discussion at the workshop regarding restaurant grease. It was agreed that we need to create some kind of system for monitoring restaurant grease traps on a regular basis.

Trustee LeBaron asked if there were specifications put out by DEC for restaurant grease trap maintenance. Gil Albert said that there were no such guidelines or requirements. He stated that any specifics would be determined by the village. Gil thought that we could request that all restaurants provide us with a grease trap cleaning schedule. Mayor Carpenter stated that these could be on a monthly or quarterly basis and that the board would discuss at a later time.

- **DEPARTMENT OF PUBLIC WORKS**

Mayor Carpenter stated that Rob Decker was on a fire call and went over the subjects discussed at the workshop. He stated that the DPW were working diligently to remove the leaves and the brush prior to the anticipated snowplowing. Mayor Carpenter noted that Rob Decker will be working with the town to be getting the salt moved out to their

shed. Currently there is a slab that we are using until the shed is completed. Rob Decker requested that we remind the public of the parking restrictions and reiterated that these will be enforced. A flyer was sent out with the last sewer billing, but if there are any questions about where you should park, the regulations are on the website. Additional instructions have been added to note not just the compass points (north, south, east, west) but also whether resident should park on the odd or even numbered side of the street. This year there will be additional cars parking on Pearl Street, Church Street and Green Street as the school will not be allowing students to park in their parking lot this year. Mayor Carpenter has reached out to the school regarding the parking restrictions. Rob Decker arrived later in the meeting as he was at a fire call. Rob Decker mentioned that the international snow plow had no front brakes and was currently sitting at the repair shop. It was scheduled to be worked on on Monday, but as of this point they have not yet brought the vehicle into the shop. He hopes that the plow will be ready to use by the weekend for the predicted snowstorm. Rob Decker reached out to the vendors for new pricing, there was only one answer from Body King.

- FIRE DEPARTMENT

None

- WASTE WATER TREATMENT PLANT

Charles Sherman reiterated that we needed to address the grease problem he was concerned that they could build up and cause a spill. Attorney Kliengbiel stated that he could look up some regulations of the municipalities have instituted in review these see if it was something that we could use for enforcement.

Mayor Carpenter brought up the subject of the quotes for the generator that Charles had requested. Charles said that he had obtained some quotes from a few companies but that he liked the one from Honda. He felt that this was a reliable, good quality generator.

Charles Sherman also asked about whether there was an issue with using septage receiving money. Mayor Carpenter stated that there was no issue with using it but that he felt it would be prudent to maintain that as a savings. Trustee LeBaron asked how often Sherman used the generator. Charles Sherman stated that he would use the generator approximately twice a month. Trustee LeBaron said that he has a generic brand and that his has lasted a long time. He stated concern that Sherman might be over spending.

Mayor Carpenter asked that if any board members had questions regarding purchases of equipment if they could please discuss these at the workshop or prior to the meeting.

Trusty Young commented at this point that he had been down to the plant to see for himself how the plant was run and what Charlie was up against. He asked if he could look into what the requirements were for certified operators at the plant.

Mayor Carpenter announced at this point that they had interviewed three prospects for the water wastewater treatment plant assistant operator and would be interviewing three more in the next week. He hopes to have a decision and to make an offer for the position by the weekend.

- HISTORIAN AND VISITORS CENTER

Kristina Saddlemire reported on the inquiries received. She redirected an inquiry about the new visitor center and redirected it to the Hudson/ Hoosic partnership.

For ongoing projects she updated the board on the veterans banners. Kristina has reached out to the Mayor of Watervliet. She also spoke to the head of the parks and recreation

department. He advised her as to where to find the brackets for displaying these banners. He also had some good advice regarding the logistics of displaying these banners and advised her of some issues that they encountered. Five years ago they had 50 banners and are now up to over 450. He advised her of some of the hurdles that they had overcome. Mayor Carpenter asked if the trail head people had contacted her. Kristina said that she would be happy to do the text for the trail marker. Mayor Carpenter advised the board that the Empire State Trailways group had asked if they could locate a trail head at our visitor center. It will be on the north side of the new visitor center in the flat area. This area will include benches, a bike repair station, air pumps and landscape setting and possibly a handicapped parking spot.

- **WILTON EMERGENCY SQUAD**

No report.

- **PLANNING BOARD**

No report.

- **SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT**

Mayor Carpenter noted that Dan Baker had given his report at the workshop and that the minutes from the last board of water management meeting were available on the table with the other handouts.

PUBLIC COMMENT:

A resident stated that he had gotten a letter saying that he was dumping pool water on his neighbor's property, and it that it was not him. He asked if this was going to be a permanent record the building inspector assured him that it was an error and that it would not be noted. he also asked if there was going to be cold patch is turned on Spring Street between Broad and Hessian and also Ranger Road. Rob Decker said that is soon as it was ready they would be patching that area. There was no other public comment at this time.

OLD BUSINESS:

Review for the need to outsource the payroll for the village employees. Mayor Carpenter stated that we have been looking into hiring a payroll company. He said that the new clerk and the treasurer have asked for more time to see if it's really necessary to spend \$3,500 a year rather than keeping it in house, particularly as, in checking with our bank we've discovered that it's not necessary for us to have a payroll company in order to use direct deposit.

Mayor Carpenter stated that he has brought together a handbook committee Ray Carr from the DPW Charles Sherman from waste water and Cory Heyman from the Village office. He stated that he would be on this committee and that he would like to have a trustee on the committee as well. Trustee LeBaron volunteered. Mayor Carpenter stated that he would like to have four meetings prior to January 1st and advised that everybody should have their materials together and to please review prior to these meetings. The materials be available online and anyone from the public was welcome to attend.

Attorney Kliengbiel suggested that NYCOM had some excellent publications on the subject. Trustee Young asked about the comprehensive plan and when we would be reviewing updating this. Mayor Carpenter felt that the handbook was a little bit more of an urgent matter and that there was a financial cost that would be attributed to the comprehensive plan update. The board reviewed the quotes for the plow that was requested by Rob Decker. Trustee LeBaron felt that the quotes were specs for different plows. Trustee Young raised a question of whether we were looking ahead to ensure that we are purchasing a plow that will serve future needs as pertains to compatibility with any equipment that we may be looking to acquire. Rob Decker stated that both plows would be compatible with any future equipment. The main difference between the two sizes is that the larger plow will discharge higher than the smaller plow which will save man hours. Rob Decker stated also that this was not only his opinion on what was needed but that this also was based on feedback by the crew who does the plowing. Mayor Carpenter asked for a motion to approve the purchase. Trustee Young made a motion to approve the plow from body King for \$7082 and clarified that it was the 52 inch larger plow. Trustee Petralia seconded the motion Trustee LeBaron nay Trustee Drew aye, motion passed 4-1.

NEW BUSINESS;

DPW unionization Mayor Carpenter announced that he was contacted earlier this week with the letter from the Teamsters Local 294 notifying us that they have been selected to be the sole collective-bargaining agency for our DPW employees. The majority of the DPW have signed a card. After checking into this and conferring with our attorney, we have been advised that we need to pass a resolution to voluntarily recognize them as a collective bargaining agent. Mayor Carpenter read the resolution provided to the board by Treasurer Heyman has provided us with a resolution I will read it and take motions moving forward;

“Therefore be it resolved, that in accordance with the letter sent by Teamsters Local 294 received on November 14th, 2018, the Board of Trustees of the Village of Schuylerville determines that Teamsters Local 294 represents a majority of the employees in the Village of Schuylerville Department of Public Works and hereby recognizes Teamsters Local 294 as the exclusive negotiating agent for the Village of Schuylerville Department of Public Works for the job titles of Public Works Laborer and Public Works Operator and Mechanic.”

Trustee Young asked if we had to approve the resolution. He stated that he felt it was unfortunate that the crew did not feel that they could come to the board with their issues. Mayor Carpenter asked Trustee Young if he had spoken to any of the crew regarding their reason for unionizing. Mayor Carpenter stated that he had spoken to the person who led the movement to union and that he felt that the issue was not with the board and that the board could further discuss the personnel issue in executive session if they wished. Trustee Petralia made the motion to approve the resolution, Trustee Drew seconded the motion, Trustee Le Baron nay, Trustee Young nay. Passes 3-2

A resolution was presented for a request for appointment by Schuyler Hose of Adam Myers to position of firefighter in the Schuylerville fire department. Trustee Drew made the motion Trustee Petralia seconded Trustee Young abstained motion passed four zero. Approval for the payment of a sewer ban for \$3125.00 Trustee LeBaron made the motion Trustee Drew seconded all in favor.

Next was the presentation of a resolution to repair the sewer line in the public right-of-way at 29 Burgoyne Street. Mayor Carpenter advised the board of the situation that arose last week. It was determined that one of the lines that is in the public right away dropped and collapsed and is obstructing flow from the Bodnar's house. Upon conferring with attorney Kliengbiel it has been determined that the village is obligated to perform the repair. The owners of the property have already hired a contractor to replace their portion of the line. The same contractor has compiled a quote to continue the repair to the main sewer.

Attorney Kliengbiel asked the amount of the bid. Mr. Bodnar, who had attended the meeting brought the bid up to the board. The amount of the bid was for \$29,890.06.

Attorney Kliengbiel said that if it was an emergency situation you could forgo the bidding. The fact that Mr. Bodnar was unable to occupy his house constituted an emergency situation, Attorney Klingebiel did advise, though that the bid needed to be prevailing wage.

. Would Trustee LeBaron asked, as this road had been just repaved, was the county going to allow us to cut the road. Rob Decker stated that the county was only asking to be kept abreast of the situation Trusty young asked if we could postpone until later in the meeting so that the Trustees could review the quote before approving or denying.

A resolution was presented with the approval of the standard workday for the DPW of 8 hours. Mayor Carpenter read from the resolution, Trustee Young made the motion, Trustee Petralia seconded the motion all in favor.

There was a presentation of a resolution for the approval of workplace violence and sexual harassment policies and to approve the affidavit for the workplace violence and sexual harassment policies. Mayor Carpenter stated that these policies had been created by the clerk treasurer and vetted by the attorney and that he would like a motion to approve that these policies be adopted by the village board. Trustee Drew made the motion to adopt these policies Trustee Petralia second the motion all in favor.

Presentation of a resolution for a budget amendment to move funds from appropriated sidewalk reserves to sidewalk contractual for the payment to the contractor for the sidewalk project. Trustee Young asked where the money was coming from. Mayor Carpenter stated that the \$25,000 reserve was created from a negotiation with the dollar general when they came to the planning board. These monies were specified only for sidewalks but not specifically where. Mayor Carpenter read the resolution as follows;

Whereas, a budget amendment is needed to allow the use of the reserve funds designated for the specific use of sidewalk repairs, referred to as cash sidewalk reserves. To the account A.0511.005 Appropriated Sidewalk Reserves shall be posted \$25,000.00 and a balancing entry to A.5410.400 Sidewalks Contractual of \$25,000.00.

Presentation of a resolution for transfer of funds in the amount of \$16,500.00. Mayor Carpenter explained that this was to put the money back into the account number A.1620.400 Buildings Contractual, which was used temporarily to pay the first installment to the contractor to the sidewalk contractual expense line A.5410.400 Sidewalk Repair Contractual. Mayor Carpenter read from the resolution;

Whereas, a budget adjustment is needed to transfer money from the budget between appropriations for those costs associated as follows; From A.5410.400 Sidewalk Repair Contractual \$16,500.00 To; A.1620.400 Buildings Contractual \$16,500.00.

Mayor Carpenter advised the board that after speaking with the comptroller's office, Treasurer Heyman was advised to use an anticipated state revenues account as we are anticipated a \$50,000 grant from the state for the sidewalk project.

Mayor Carpenter read the resolution;

Whereas, a budget amendment is needed to increase the revenue line A.3097.000 State Aid Capital Projects account for those funds which will be received from the State of New York for reimbursement for monies expended as per the Grant Project Identification Number (PIN) 1MA301.301A. for \$50,000.00 and a balancing entry to A.5410.400 Sidewalks Contractual of \$50,000.00.

PUBLIC COMMENT:

Mayor Carpenter opened the floor for public comment. Miles Lopez asked whether the repair was going to be done to the lateral at 27 Gates Avenue Ext. or at 29 Burgoyne Street. Mayor Carpenter stated that the broken lateral was at 29 Burgoyne.

Wendy Lukas stated that she had a few questions about the union. She asked if this union only represents the DPW workers. Mayor Carpenter stated that only the DPW had filed. Ms. Lukas also asked if the DPW workers could go on strike. Mayor Carpenter stated that as per the Taylor law, being a municipality, they could not strike. She then asked how many of the worker signed cards. Mayor Carpenter said four. Ms. Lukas also stated that she was confused regarding the transfer of funds with the sidewalks. Treasurer Heyman clarified for Ms. Lukas that that was a sidewalk reserve which was separate from the sidewalk repair contractual expense line. Wendy Lucas asked why this amount was not rolled over from year to year. Treasurer Heyman explained to Wendy Lukas that budgets were for one year only.

Ms. Lukas thanked Trusty Young for going into the sewer plant and expressed concerns about the number of operators required by the DEC. She expressed concern that she felt Charles Sherman should not have been tasked with the hiring of the new waste treat waste water treatment operator assistant. Mayor Carpenter clarified that he had brought Charlie in to take part in the interviews as he would be the supervisor but that he had taken on the task of interviewing and hiring for this position himself. He also advised Ms. Lukas that DCK services were the ones who recommended the persons who would assist us in the event of an emergency.

She also asked if he had appointed a deputy mayor. Mayor Carpenter stated that he had selected Trustee Young. Ms. Lukas also asked about the cameras that have been installed at Fort Hardy Park several years ago and what was the status on those cameras, were they still operative and was anybody monitoring them?

Charles Sherman stated that one of them, located near the basketball court, had been damaged but that the youth center had a camera there and then he felt it was still in use. He stated that they were installed by Dan Brown of Saratoga surveillance but that he was not sure if they were still operational. Ms. Lukas then asked about the drug screening for employees. Trustee Young stated that with the new handbook we would be addressing those issues. Mayor Carpenter stated that we had just signed off on vouchers for a drug test on our new employee. Wendy Lukas asked if

all employees were tested. Mayor Carpenter stated that only those who are driving village vehicles were tested. She asked where the speed sign was. Mayor Carpenter stated that it had been moved as they were some complaints about some reckless driving in another part of the village. Ms. Lukas also asked how many people were participating in the Main St., Grant. Mayor Carpenter stated that currently there were four.

Trustee Young had a question for Mr. Bodnar regarding whether it would be possible for him to install a grinder pump to send a line up towards Timothy Lane. He thought that it could save all involved a lot of money if it was not under a county road. Mr. Bodnar stated that they had looked into this but that there was another property between him and the nearest main in Victory and would involve them obtaining easements from them.

Mayor Carpenter asked if there were any other questions. Some discussion followed as to where these monies would be drawn from. It was determined after much discussion, that there are funds in the capital sewer project reserve that could be used for this repair.

Mayor Carpenter asked for a motion to approve an amendment to the sewer budget, moving money from capital sewer project to Sewer Contractual. Mayor Carpenter asked for a motion in the amount of \$29,890.06 Trustee Petralia made the motion, Trustee Drew seconded all in favor. Another resident raised a concern about the fact that there was no signal pole down by the Stewart's intersection of Spring and Broad, as it had been knocked down as a result of a recent car accident. Mayor Carpenter stated that this was a DOT question as it was their utility pole and their signal. The resident expressed concern that there were children who cross there and that we needed to ensure that it was safe. Mayor Carpenter stated that he would be reaching out to DOT regarding this matter.

She also expressed concern that we were going to be working on lines that were in the village of Victory and that this had previously caused an issue. Mayor Carpenter reiterated that this was Village of Schuylerville property that these lines were on and that he had also extensively discussed the situation with Mayor Dewey and that they were all on the same page.

Maggie Chiperno raised the issue of the lines of the crosswalk on Broad Street being barely visible. She felt that this is a major safety issue and that she had almost been run down by a driver. She felt that this was due to the fact that the crosswalk was very faint. Trustee Young stated that on the day that they rolled the paint a dump truck gate latch came undone and rocks were dumped across the paint and in cleaning up the rocks the paint was all scraped up this was not done by our village.

Another resident stated that she felt that the crosswalk at Ferry Street was also too faint. Mayor Carpenter stated that that crosswalk was part of the empire trails project and that it would be moved slightly further east and that it would at that point be restriped with better signage.

ADJOURNMENT:

Trustee Young made the motion to adjourn the meeting, Trustee Drew seconded all in favor.

Recording Secretary,

Cory Heyman