

Village of Schuylerville Workshop
Monday November 5th, 2018

Present

Mayor Dan Carpenter
Trustee Tim Le Baron
Trustee Jason Young

Absent

Trustee Bryan Drew
Trustee Robert Petralia

SVBOWM REPORT

Dan Baker gave the report for the water department;

Last month the water board met on October 15. There was a communication from the Bodnars regarding 29 Burgoyne Street regarding the issue with 27 Gates Ave. owned by Miles Lopez regarding a legacy water line which he refuses to repair. This flooded their property and caused their sewer line to collapse. They have been unable to inhabit their home since August. They have asked for a financial reprieve from their water bill. It was determined by the board that they should be credited this next billing cycle.

Items of note from DCK they are looking for quotes for humidifiers. The water board rented one over the summer but we are still seeing high levels of humidity. The alarm system has been having issues. The security system company, Hawk has been called in to replace this unit. Also, there is an outside spotlight which needs to be replaced. The pond and cemetery road project is complete. There will be a resolution presented at the next meeting authorizing reimbursement to DPW personnel who wish to take water operator certification courses.

There was a resolution which was approved for the payment of the pond and cemetery project. There was also a resolution for our water board to get their own retirement code. In the past we've reported under which ever village was the current lead agency. New York State Local Retirement System is now updating their software system and asked us if we would get our own code. Currently we don't have anybody collecting retirement but this would be beneficial if somebody does in the future.

An item of note; Dave Roberts is looking to connect to the main with a 4-inch connection. Waterboard Chairman Baker explained to Mr. Roberts that we do not dig past November st, as there could be damage to the main if it was exposed to freezing temperatures. Dave Roberts was disappointed that this project would have to be put off until the spring but he does understand our point. Mayor Carpenter made it known to the board that as pertains to any water issues, he would ask people to refer to the Waterboard. He stressed at this point that he has no say over any water issues, and that these decisions were up to the water board.

There was some discussion regarding the fact that Dan Baker would like to step down as the Chairman of the water board. Mayor Carpenter asked the board to please keep this in mind and any suggestions for a replacement would be much appreciated.

WWTP REPORT:

Charles Sherman noted that DEC was at the wastewater treatment plant last Wednesday. Everything went smoothly except that there was WWTP design, planning and flow management annual certification form which has been now signed and turned in DEC was satisfied with the inspection with the exception of the fact that there was only one certified operator on location. Charles Sherman informed the representative from DEC that we have interviews set up and are working diligently to bring in a second operator. They also discussed an asset management program which Charles said he had been working on. Charles said that he felt that he had a lot of the things in place that would be required and stated that there was an email sent out to the board members for them to review the outline and what DEC is expecting the report to include.

He advised that there had been a lot of heavy flow at the plant due to the large amount of rain that we have received this month. Mayor Carpenter stated that they had allocated some of the DPW workers to help Charles with the plant during this time

Charles Sherman asked if there were any questions. Mayor Carpenter raised the issue of the grease problems with the sewer system. There was a clog, which once again was caused by grease and in discussing this with Gil Albert it was decided that they need to investigate further to find out where this grease is originating from.

Charles believes that this situation must be from a restaurant and that he didn't feel that a private home could produce this amount of grease. There was some discussion as to the process of how restaurants dispose of their grease. Trustee Young stated that Clark's Steakhouse has a system whereby a company that reuses the grease picks up containers of grease at the restaurant periodically. He said that these grease traps need to be changed and cleaned out to prevent the grease from building up, as at a certain point the grease will just push past and over into the sewer system. Mayor Carpenter stated that he planned to task Gil Albert with inspecting these restaurants grease traps on a periodic schedule

Mayor Carpenter addressed the issue of hiring for the waste water treatment plant. He said so far we have gotten three applications. Treasurer Heyman will schedule appointments with these applicants for interviews.

Trustee LeBaron asked if there was a plan in place should something happen to Charles Sherman. He asked if there is someone who can come in to run the plant. Charles Sherman stated that he reached out to the sewer plant operators in Glens Falls and that Chris Miller and Larry Bushey had agreed to come to our aid should it be needed. Charles Sherman also advised the board that the former operator of the Schuylerville sewer plant had agreed that he would come in and assist if such a situation arose.

There was also some discussion regarding whether DEC requires that there are two full-time certified operators or if a full and a part time is acceptable, it was determined that it would be acceptable for one of those to be part time.

It was also agreed that any new person coming into the wastewater treatment plant who would require training would need to work a specified number of hours after that training was completed. If for any reason the employee should decide to leave before this point, they would be required to reimburse any monies spent by the village on this training.

DPW REPORT:

Rob Decker spoke for the department of public works report. He stated that he had been waiting since July 23rd for the proposal for the light fixtures for the visitor's center from Hill electric. There was a large difference between this and the quote from the local vendor, mainly on the labor part Rob Decker raised a question regarding whether this would be covered by insurance, as the poles were knocked down by a car. Mayor Carpenter asked Rob to look into that matter.

On the subject of the quotes for snow plows, Rob Decker informed the board that the quote that the board had agreed upon originally was not available, as the salesman who quoted that price was no longer working at that dealership. Trusty LeBaron questioned the need for a funnel plow. Rob Decker stated that the current plow, which was only a 30-inch discharge was not able to throw the snow high enough.

Rob Decker stated that due to the smallness of the streets they could not get enough speed to push it back far enough to get it out of the way. Trustee LeBaron asked if it wouldn't be possible for them to go back with the loader and use that to push the snow back. Rob Decker stated that it was a man power issue. He informed the board that the loader was needed at the fire house and at the town salt shed to load the salt truck, as the town would not be allowing them to use their loader. Tim LeBaron voiced his opinion that that he did not understand why the town would not allow us to use their loader and that this fell under the subject of shared service.

Rob Decker felt that there should be a countywide shared services agreement and that there should be mutual aid throughout the county. Mayor Carpenter stated that he would contact Tom Wood, the town highway supervisor, to attempt to facilitate the issue of coming to a shared services agreement with the Town of Saratoga.

Mayor Carpenter asked Rob Decker to get quotes for a 30-inch plow. We could then do a cost analysis to determine what would be the greater cost when factoring in the man power issue.

Rob Decker reviewed the courses he took at NYCOM. He stated that most of the courses he took were to obtain credits towards maintaining his water operator license. He stated that we are not a member of the comp alliance and that he feels this association had a lot to offer the village. The American Public Works Association is pushing to make DPW workers first responders. This would include training on how to set up a construction site, ensuring that there is appropriate safety lighting, ect. He expects that all of the DPW will eventually need to be trained in this. He also stated that there was legislation that had already passed the state and the assembly that the DPW will be required to have training regarding dig safely. Currently, the closest class at this point in Albany it's \$25 per person and the classes are filling up quickly.

Mayor Carpenter asked the board to review the workplace violence and sexual harassment policies that they have been provided in their packets. He asked them to be prepared to pass them at our next regular meeting. He informed them that there will also be an affidavit that the employees will all be required to sign stating that they have seen, read and understand these policies.

Next Mayor Carpenter asked the board if they had any questions regarding the resolution to adopt the New York State Climate Smart Communities pledge. Mayor carpenter asked the board members to visit the website in order to get a better understanding of the benefits of working with them. Trustee Young pointed out that there were grants available through this program for LED replacement which has been discussed at prior meetings as a necessity for the village offices, firehouse and sewer plant.

- Resolution for the use of reserves for sidewalk repairs
- Resolution for transfer of funds
- Resolution for budget amendment

Mayor Carpenter explained the three above resolutions and the reasons why they were needed. Currently the sidewalk expenditures line does not have funds budgeted to pay for the sidewalk project. The Village has reserves that are designated for this express purpose.

The second resolution will repay those funds into the buildings contractual line which was used to pay the down payment for the sidewalk contractor. The third resolution will show the expected revenues from the state from the grant that we received for the \$50,000 for the sidewalk project. This will allow us to use those funds which are appropriated for this project

- Resolution for DPW workday for NYSLRS

The above resolution was required by the New York state local retirement system as we previously did not have a standard work day established with them. They need this information on file for the calculation of the days for those DPW workers who are reporting retirement.

There will need to be a motion made at the next meeting to pay the next installment on the clean water debt ban. This will be done by a wire transfer.

Treasurer Heyman gave a mid-year report to state the revenues and expense position for the year.

All revenues are where they should be at 50% or more with the exception of the sales tax, which is at 44.67%, this should increase after holiday sales.

All expense accounts are where they should be for this time of year.