

VILLAGE OF SCHUYLERVILLE
WORKSHOP MINUTES
Monday, April 2, 2018

PRESENT:

Mayor Daniel Carpenter
Trustee Jason Young
Trustee Brian Drew
Trustee Nicole Proctor

ABSENT:

Robert Petralia

The workshop began with Dave Meager from Am-star, which was formerly The Adirondack Trust Insurance Agency. Dave is here to go over the insurance policy for 2018.

He explained that the policy was divided into two parts, and that the insurance specific to the fire department was the policy they were there to discuss tonight.

Marcus [REDACTED], the representative for Am-star, which provides the insurance for Schuyler Hose, began the presentation .

This year's dividend is at \$3,400.00 which is 15%, which he thought was a good number, up from 8%. Which is nearly \$92,000.00

He explained that while the blanket limit was set at \$2,290,248.00, there was a guarantee of total replacement for total loss, to original footprint.

He noted that the village was named additional insured, as well as The Town of Saratoga, Northumberland, Easton and Greenwich, as long as the appropriate fire contracts were in place. Coverage is provided in the event that it becomes necessary to rent another building if the building becomes too damaged to use, no deductible.

There is \$30,000.0 bond for any employee of Schuyler Hose and a \$45,000 bond for the treasurer, making a total of a \$75,000.00 bond on the treasurer. It was discussed that there was \$250,000 coverage on the village treasurer.

No limit to the coverage in the event that any vehicle listed in the policy required towing, no radius limit.

He went over the coverage to the firemen's own personal vehicles when they are responding to a fire. Comp and collision up to \$1,000.00 and any amounts not covered by their own insurance to full book value.

Dave Meager presented the general liability as 3 compartments;

- Slips falls in building, 1 million, plus the 2 million umbrella. This would cover any event hosted by Schuyler Hose, for example a Halloween party, or an open house, this covers the entire property.
- Also coverage similar to a doctors malpractice coverage is provided for the firemen. For example if a fire victim does not survive, the fireman is covered as additional insured
- Employment practices, for example sexual harassment, discrimination, etcetera. These however are not covered by the umbrella

Equipment coverage is guaranteed replacement of all equipment and gear including the rescue boat.

The fire trucks are the only items with a real limit to the coverage. The cost of coverage for fire trucks raises generally 5% per year. If the fire truck is totaled, however the replacement is new for old. The 1856 fire truck is the only one that cannot be replaced new for old, it is only currently covered for depreciated value, but this amount can be adjusted at any time. Auto liability for all vehicles listed is 1 million for any vehicle plus the 2 million dollar umbrella. Accidental death and dismemberment is covered for the firemen, this also covers a fireman in the event of a heart attack. \$10,000.00 off duty and \$20,000.00 on duty Overall there is about a 2.4% increase this year, which was mostly due to the increased costs of covering the fire trucks.

Next to speak was Drew Alberti from CT Male.

He began by stating that we have received a response from The Office of Community Renewal regarding the New York State Main Street Grant.

He stated that the fact that they had follow up questions was a good sign.

He stated that we had gathered our information for estimates of costs from some local entities such as Pride of Ticonderoga, The Rural Housing Coalition and Homefront Development corp. He said that they had sent us their bid sheets from the last three years and that CT Male had arrived at their estimates from those numbers, and that now The Office of Community Renewal was looking to get more specific numbers.

He also mentioned that Pride of Ticonderoga procured the amount needed to cover the costs of the project before writing the application for the grant.

He stated that he had contacted Chase Incorporation, The LA Group as well as a few other architectural and design groups for quotes for the project. He said that he had received in the quote from The LA Group, and that it was about \$3,500 per building.

The scope of services includes code review as well as a review of the historic district impacts regarding façade repair and design, to be sure we are not removing any potential existing features that might in the future be included on the national register. Existing condition reports, status of the building etcetera, order of priority tasks, reuse ideas and came up with a proposed project budget for each building. He mentioned that he spoke with Chase incorporation earlier this afternoon and they said that they would have an estimate for him by the end of the week, and that they hoped to be able to submit this to Office of Community Renewal so that they could get things moving along

On the subject of the sidewalk grant, we need to fill out the budget form similar to the Main Street grant. We also need to get square footage, rough estimates and some actual estimates.

Whatever labor we can provide can come off the estimate for overall project cost.

As pertains to the Champlain Canalway trails grant, Kristine Saddlemire has said she had some ideas for some kiosks along the trail as pertains to signage and access and safety. Town of Saratoga has been awarded the \$140,000.00 grant to improve the trailway from Fish Creek to the tow path.

Tom Wood said that he spoke to Andy Biers who is heading up the Empire State Trailways Group and that Greenway had said that if we want interpretive signage we could apply for them to do that as well. The trail work through the Empire State Trailways grant would be finished by the end of the year, and then we can apply for the Greenway grant.

Drew asked if there were any questions. Nicole Proctor asked about the costs for the architectural quotes. Drew said that for 5 buildings he felt that the cost would be \$20,000 with a 5% match from us (\$1,000) making the total amount \$2,000

Mayor Carpenter asked about alternative surfaces. Drew said that one of the requirements was that whatever materials were used they must last at least ten years. He went on to say that according to Michelle DeGarmo, there is believed to be a viaduct west of the section where Subway is located, and suggested a professional opinion.

Mayor Carpenter informed Drew that one of the properties that would be involved in the sidewalk planning was changing hands, so he did not know how this would affect the current plans.

Drew asked that we get together the actual square footage and what specific materials we would be using.

DPW Report

Rob Decker stated that he would be needing a new printer at his office, and that he had been recommended that he get a printer that did not have a ribbon, as since he did not do a lot of printing, it was causing the ribbon to dry up between uses.

He said he would like to get the brothers black and white all in one for \$200.00. Mayor Carpenter asked Rob to get two more quotes. He also stated that the router drops signal frequently and causes problems with the alarm system.

It was discussed that the tree at 63 Church Street needs to be removed.

Winter Storm Stella funds expected to be somewhere around 70% of costs from CHIPS.

42-44 Burgoyne Street project, very difficult, and that Rob feels he will be unable to complete the project as the village does not own a large enough road saw. During this project a storm drain pipe was broken and Gil is looking into this.

Hydrant flushing schedules 3rd week of April.

Junk week 14-18 May

Overhead door quote \$4,000.00 from Overhead Doors. Three bids taken, Winchip came in best price at \$2,562.00. This is the company that installed the firehouse door and we have been very satisfied with the work.

Snowplows for small truck bids from \$6,200.00 to \$7,409.00, and a little over \$8,000.00 when you include the removal of the old plow and mount. The high bid was for a plow that is 6 inches wider with a higher wing (thus being able to push snow back further) and made from powdered steel as opposed to stainless, which is a better product.

Mayor Carpenter asked if any of these quotes included the wiring work that was needed on the vehicle side (replacement of wiring harness) Rob said it was definitely not included in the less expensive quotes, as the plows were set up with the existing type of wiring. Mayor Carpenter asked Rob to get quotes that would include replacing the wiring in the truck, as we have been having multiple issues with the wiring this winter.

He also said we should evaluate the budget to see if we can purchase the larger plow as well in this year's budget.

In regards to the speed sign, it was suggested to Rob that the village consider a portable sign instead.

The portable sign would be about \$2,000 more. The permanent signs range from \$4,089.00 to \$4,500.00. The portable sign would be approximately \$6,400.00. This is a solar powered 50 watt sign and comes mounted on a trailer. Mayor Carpenter asked for three quotes with detail.

Some discussion followed on the fact that there was signage throughout the village that needed replacing and that the budget line for this was tapped out.

A question was asked about the summer hours, Mayor Carpenter said that the board would need to go over the different options.

On April 28th, the Tree Committee would be prepping for the plantings. Nicole Proctor mentioned that that they would need the DPW to remove the soil that would be left on the road. She also mentioned that there were several stumps around the village that needed to be removed. Rob Decker said that the village did not have a stump grinder and that she would need to find someone to do this for the village. He also said that they would need 2 million dollars coverage in insurance.

WWTP report.

Charlie said that he is currently unable to use the drying beds, as there is no drying bed sand available for at least two more weeks. Mayor Carpenter asked him to try to find an alternate source,

There was extensive discussion regarding the efficiency of the current flow meter system Nicole proctor met with Hudson Crossing Park committee regarding the request of the tree committee for Hudson Crossing to be a pass-through for donations this would allow for a 5013C status as discussed previously this would allow donors to write off their contributions to the tree committee on their taxes Nicole proctor will be meeting with the treasure from the Hudson Crossing to discuss specifics currently donations our house with the Chamber of Commerce and Jason Young and Maier attended the come in the last Chamber of Commerce strategy meeting small business owners residence service groups and clergy had much to offer pertaining to the development of a vision for the chamber opportunities and challenges were discussed a major concern was sidewalks parking violation enforcement was also a major topic this coming winter we will see more enforcement an issue this year we're set there were so many violators 56 cars and one Acacian on church street that it was not possible to tell them all we will be addressing the situation more forcefully this winter and may need to look at changing of a local law to include ticketing as opposed to towing as our enforcement this will need to be in cooperation with the sheriff Maier Carpender and Jason Young attended the community advising group meeting and the review of the Hudson cleanup also present at this meeting where regional administrator for the EPA Peter Lopez Tom would of Saratoga and the director of the empire stConcerns were voiced regarding the possibility of flooding in spillage into the fort Hardy Park with possible contamination of our water source more testing will be done a map has been provided to show our areas of concern how can we make the settlement and future sites to clean up altogether very positive meeting

Mayor Carpenter Grant Aunt to go over the fact that the next upcoming meeting was the organizational meeting which would be run by Deputy Mayor call Proctor at this meeting deputy mayor Nicole proctor would be making the following appointments village attorney David clean bill deputy mayor call proctor head of DPW Rob Decker village historian Kristin Settlemire help in code enforcement officer Gilman Albert as well as the board of trustees the positions of deputy clerk treasurer and clerk treasurer will be held over as these position may be changing in May

Resolutions for designation of depository Glens Falls national bank mileage allowance termination of IRS rate of \$.54 per mile designation of official newspaper the post star advance

approval of claims attendance of schools in conferences and I come resolution for when monthly meetings and workshops are health

Currently there is a budget transfer that needs to be done Maier Carpender also addressed the issue of the insurance for the fire department which caused us to have not only a budget transfer but we will also need to address the line item on next years budget all trustees have been provided with revenue and expense reports with highlighted areas to show where money is needed in where it could be drawn from

Debt payments are due vouchers are provided for the trustees to see the upcoming payments these are all fans in bonds from the sewer

Application for parade gathering from the American Legion for their memorial day parade this will be reviewed and for approval at the next meeting

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