

**Village of Schuylerville**  
**Meeting Minutes**  
September 11, 2019

PRESENT:

Mayor Dan Carpenter  
Deputy Mayor Jason Young  
Trustee Whitney Colvin  
Trustee Bryan Drew  
Trustee Tim LeBaron  
Attorney David Klingebiel

ABSENT:

None

BOARD ANNOUNCEMENTS:

Mayor Carpenter asked for a moment of silence to honor those who lost their lives on September 11<sup>th</sup> 2001.

- Schuylerville/Victory Board of Water Management Meeting on September 23<sup>rd</sup> at 7:00 pm in the Victory Meeting Hall
- Schuylerville Tree Committee Meeting, to be announced.
- Schuylerville Village Board Workshop Meeting Monday October 7<sup>th</sup> at 6:30 pm at the Schuylerville Village Hall.
- Schuylerville Village Board Meeting Wednesday October 16<sup>th</sup> at 7:00pm at the Schuylerville Village Hall.
- Schuylerville Planning Board Meeting Monday September 16<sup>th</sup> at 6:30pm.

MINUTES:

- The minutes from the August regular meeting were presented for approval. Trustee Colvin made the motion to approve the minutes, Deputy Mayor Young seconded the motion, Mayor Carpenter abstained as he had not attended the last meeting, Trustee LeBaron aye, Trustee Drew aye, minutes approved.

TREASURER'S REPORT:

General Fund	\$1,126,012.24
Sewer Now Account	\$201,491.94
Trust Agency Account	\$40,811.35
Housing Rehab	\$0.00
AHC home imp.	\$0.00
Septage receiving	\$69,245.88
Capital Sewer	\$90,621.89
Repair reserve	\$4,655.73
Sewer Equipment	\$59,063.18
Harbor Project	\$5,080.87
Memorial Day	\$3,863.07
Capital Project	\$10,061.01
Ft. Hardy Park	\$11,794.27

Treasurer Heyman reported that the Morgan's Run and Sidewalk reserves checking accounts had been closed as per the request of the board. Also, a deposit was made on August 09 to the general fund operating account for the disbursement of the Main Street TA grant in the amount of \$19,950.00.

She also informed the board that she would be meeting with Whitney Burger from Glens Falls National to discuss the elimination of the ACH fees for the direct deposit, as well as possibly negotiating some better interest rates for the accounts we hold with them.

Mayor Carpenter stated that he had been discussing with the clerk and the treasurer how to create some sub accounts for buildings contractual, as this account seems to be almost a miscellaneous catch all account. This would help us to drill down to understand where the taxpayer's dollars are being spent in more detail.

DEPARTMENT AND COMMITTEE REPORTS:

- **CODE ENFORCEMENT**

Gil Albert gave his report on the various permits issued and inspections performed. He also mentioned that the Town of Saratoga had purchased an i-pad which connects to the phone that he uses. He will also be getting a jet pack and a portable printer. He was hoping that the village could start contributing to the monthly phone bill. He stated that he would get an outline for the monthly expenses.

Mayor Carpenter stated that he would like to discuss the application of Mr. Davidson to turn the single-family unit at 231 Broad Street into six apartments. He told Gil that Mr. Davidson had been reaching out to him on several occasions to attempt to circumvent Gil's authority. In discussing this matter with Mr. Davidson Mayor Carpenter has repeatedly stated that the decision would be solely up to Gil Albert and that he would not overstep those responsibilities. Mayor Carpenter asked Gil what his opinion was on the leak in the roof at the visitor center. Gil stated that he did not feel that it was a large problem. He thought it was a lack of ice and water shield that was causing the back up.

He felt it most of the wood was in decent shape. Gil recommended taking off the shingles and using metal to save labor. He also suggested that they could take a shortcut and put the metal right over the shingles for expediency and savings.

- DEPARTMENT OF PUBLIC WORKS

Supervisor Decker stated that there were five trees in the village that were in the right of way that he felt should be taken down.

Trustee LeBaron asked Attorney Kliengbiel where the right of way was and what the Village owned. Attorney Kliengbiel stated that he felt that most of the people in the village owned to the sidewalk.

Mayor Carpenter stated that there were two residents who had submitted requests for reimbursement for tree removal. Past practice has been to reimburse 50% of the expenses incurred by property owners of a property with a tree in the right of way that needs to come down. Residents must provide three quotes for the boards approval.

Rob Decker also mentioned that there was a culvert on Green Street that was not functioning properly. He feels that it is probably either blocked or collapsed and that they will need to investigate and possibly replace his culvert.

There was lengthy discussion regarding the replacement of the roof at the visitor center. Rob Decker stated that he had provided the board with three quotes for the shingles needed for the job.

Rob Decker asked for more time to review the handbook before the board passed it, as he felt there were some revisions that needed to be made.

He also announced that there was a DPW worker who had submitted his two weeks notice.

Mayor Carpenter stated that he would like to discuss the crossing guard situation. He stated that the crossing guard last year had counted 3 students at the most daily crossing per day at this intersection. The board had decided during the budget process, to discontinue using a crossing guard at this intersection based on that number. Mayor Carpenter stated that he himself had filled that position in the morning and that he had only a few youngsters and that he showed them how to use the crossing light.

- FIRE DEPARTMENT

Brian Myers listed the members who had completed the classes needed for certification Lieutenant Wells, Lieutenant Varner and fire fighter Jason Young. Chief Myers announce that the fire company took delivery of the new Chiefs car, which should be ready by mid October.

This will replace the 2006 Jeep which we will put out for sale. Chief Myers thanked everyone for their support with the coin drop. He mentioned a fire truck that he was considering for possible purchase. This is a used piece of equipment. Although it is not needed at this point, it would be needed when the company added the Northumberland station. He felt it was a good value and a similar engine to one that we have now. This would be advantageous from a servicing standpoint as well as training of the firefighters.

New, this apparatus would be upwards of \$450,000. At \$90,000 this would be a good investment. Attorney Kliengbiel suggested that Myers should look into the availability of loans for used equipment.

- WASTE WATER TREATMENT PLANT

Sherman reported on the operations of the plant. The averages of gallons per day are down from the prior months. The digester pumps are not working correctly, Sherman would like to get some quotes to repair this pump.

- HISTORIAN/VISITORS CENTER

Mayor Carpenter read from the historian's report. There were 152 visitors this month. Mayor Carpenter announced that on October 17<sup>th</sup> at 12 PM there will be a dedication ceremony for the new sword surrender site just outside the village. He encouraged the public to attend.

- WILTON EMERGENCY SQUAD

- PLANNING BOARD

Leona Colvin, planning board member, was present. She reported on the current events. Mr. Davidson, at 231 Broad Street has reduced the number of units he's requesting from 6 to 5. The planning board will also be reviewing a two car garage that is proposed to be installed on the towpath road. She stated that the reason this would come before review of the planning board is because it is located on the flood plain.

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Trustee Drew gave a briefing on the water board meeting from last month. He noted the highlights of the meeting and, referenced the discussion that the board had regarding DPW members obtaining their water licenses and whether they would attend the actual school or do the courses online. Mayor Carpenter advised the public that the water board minutes were available for review.

### PUBLIC COMMENT:

Wendy Lucas inquired as to whether John Sherman was still on our list of employees. She suggested that instead of advertising for the position, that they allow John Sherman to fill in. In reference to the salt shed, she stated that she had received information from the Town of Saratoga Supervisor Don Ormsby that the shed was ready.

She also stated that she felt that right of way did not mean that the village was responsible for that property if it was owned by a resident. She felt that the meaning of it was that we were allowed to access and use that land.

Wendy Lucas also expressed concern about the mill project in Victory.

Shannon Burton from the Greenwich Journal offered her services to help with editing the handbook which had been discussed earlier in the meeting. Mayor Carpenter thanked her.

Linda Lloyd questioned whether we wanted to invest in the visitor center if we would not be using it in the future. Mayor Carpenter stated that the board still did not have an opening date for the new visitor center. He stated that he did not feel secure that the center would be opening in time.

Patricia Smola asked if the board had made considerations as to how they would prevent the sewer line issues that occurred last winter on Schuyler Island from reoccurring. She expressed concerns that with the addition of units that were proposed on the island that this would be more problematic. Supervisor Decker stated that the addition of units would actually help, as part of the problem is that many of the residents on the island go south for the winter and reduced usage actually exacerbates the problem. He stated that he felt that the system that was in place should work.

#### OLD BUSINESS;

Regarding the visitor center roof replacement, it was decided that the board would like to approve a predetermined amount for materials to complete this project. Trustee Colvin made the motion to expend up to \$2000 for the roof project, Deputy Mayor Young seconded the motion, all in favor.

Trustee Colvin asked if there were any updates on the zoning issue. Attorney Kliengbiel stated that he had reached out to CT mail, the firm that had been working with us on zoning previously. David Plant, the person who had been assigned to the zoning project is no longer at CT Male. They are pulling out the file and will assign a new person to it at which point they will contact us.

Gil Albert stated that one of his biggest issues with the prior zoning proposal was that there were no clear regulations about right of way properties. Attorney, Kliengbiel agreed with Gil that the village should create laws to determine easements and ownerships of right away.

#### NEW BUSINESS;

The matter of raising deductibles to lower insurance rates was raised. Attorney Kliengbiel asked how many claims we have had in the past year. No claims against buildings in the past year, however there were three against equipment. Deputy Mayor Young made a motion to increase the deductible for property but not for equipment. Trusty Drew seconded the motion all in favor.

The Climate Smart Committee was discussed. Mayor Carpenter stated that he had reached out to several people who had made verbal commitments, and that he planned to send out formal letters of invitation to join the committee.

Trustee Drew made the motion to approve Mayor Carpenter as co-chairperson and Christine Scanlon also as co-chairperson, Trustee Colvin seconded the motion, all in favor.

The trailhead parking lot was discussed. The LA Group created a plan and cost estimate for installing the parking lot behind the new visitor's center. Mayor Carpenter expressed his concern that if the village installs the parking lot before the trailhead pad is installed, that the heavy equipment driving on the new lot to install the trailhead may disturb the work that we have done. Mayor Carpenter stated that he had consulted the state agency involved and that he had been informed that the installment of the lot could be postponed until next spring if necessary.

Tree harvesting procedure was discussed. Mayor Carpenter referred to Treasurer Heyman, as she had been looking into the procedure. Treasurer Heyman stated that she had referred back to the prior contract drawn up from the last time the village had harvested the lot in Easton. She had also contacted some DEC approved foresters to get advice on the procedure. The first step that the village must take is to send an RFP out to foresters to contract with them to perform a timber reconnaissance to determine a timber harvest is applicable. The forester will then locate, identify, and prepare the timber for sale. All trees to be sold will be marked in accord with accepted forestry practices with blue paint. All marked trees will be tallied by species, diameter and merchantable volume. The forester will solicit sealed competitive bids for the marked timber for sale. The forester will show the timber, receive and analyze the bids and present them to the village board with a recommendation to accept or reject. The forester will assist the village attorney, if necessary, in the preparation of a timber sale contract for the accepted bid. The successful bidder will be required to furnish certificates of Workmen's Compensation Insurance and general liability insurance. The forester should also be named as a fiduciary to ensure that they are acting in the best interest of the village and that they are not affiliated with anyone else who might benefit from the project. The forester will follow through to ensure that the logger is using good practices in harvesting. Attorney Klingeniell stated that he has been involved with many projects with Glens Falls and that he would be glad to assist Treasurer Heyman with any questions she might have regarding the process. He stated that he had some names as well as a template RFP that she could use for this purpose. Trustee Colvin made the motion to send out the RFP for the contracting of a forester to harvest the trees on the Easton property, Deputy Mayor Young seconded the motion, all in favor. Mayor Carpenter brought up the subject of whether we should consider selling the property after we have completed the harvesting. He stated that Deputy Mayor Young was looking into this.

A CDBG block grant was discussed next. Saratoga County reached out to us requesting that we either commit or decline to commit to going into partnership with the city of Saratoga Springs in a \$1,443,648.00 CDBG grant available this year. They sent us a letter to sign indicating whether we would like to opt out or be included in this program. We were sent a sample resolution should we choose to opt in which would be presented at the next meeting. Saratoga County would be the administrator of the grant for economic development. Should we decide to be excluded we will not be able to participate for this current year. However, we can revisit this one year from now and sign up at that point.

If we commit to this county program, we will not be eligible for any state grants for CDBG that are not through the county program. Mayor Carpenter stated that he had reached out to several other municipalities and that they all had different interpretations regarding the language of this document. Drew Alberti cautioned against opting in at this point. Mayor Carpenter expressed concerns regarding the affect this could have on applications by the water board for grants to improve infrastructure. Mayor Carpenter recommended to the board that they wait until next year

to make a commitment. Trustee Colvin made the motion to opt out, Trustee Drew seconded the motion, all in favor.

Trustee Colvin made the motion to approve the request by the clerk and the clerk treasurer to attend NYCOM schooling, Trustee Drew seconded the motion, all in favor. Treasurer Heyman had a question regarding the issue that the water clerk would be sending out the water bills during the week that they would be attending NYCOM. The water clerk currently does not have a key, therefore even if the clerk could open up for her in the morning, she would need to be locked in unless she had a key, as the door would need to be locked at the end of the night. The board agreed that she could be given a key as well as a code. Mayor Carpenter asked if someone could be available Monday morning for garbage stickers sales. Treasurer Heyman stated that both she and the clerk would be available on Monday until 12:30. Mayor Carpenter asked her to post this on the website as well as on the office door.

There were two requests for removal of trees that are in the right of way.

The board had been provided with quotes for both of these. Trustee Colvin made the motion to pay half of the best quote for the removal of the trees which was \$2,600.00 at 10 Burgoyne Street in the amount of \$1,300.00.

The owner stated that one of the issues with the trees that need to be removed is that the roots of the trees have compromised the sidewalk in this area. He asked about the reimbursement for sidewalks that the village. Mayor Carpenter stated that he was not sure how much money remains in that account., but that he would look into the matter.

The library also submitted quotes for the removal of two trees in the right of way. Trustee Colvin made a motion to approve the reimbursement for 50% of the quote from Adirondack Tree Surgeon for \$1050.00, Trustee Drew seconded the motion, all in favor.

The quote from Stored Tech was discussed. Mayor Carpenter asked whether it would be better to use NAVS. Treasurer Heyman stated that she had discussed this with Mr. Grabowski from Stored Tech, and that he had stated that while the initial cost for NAVS was less, that the long-term cost would be greater. Heyman had asked him to include this in his quote, but she surmised that he had run out of time, as he had only submitted this quote this afternoon. Mayor Carpenter stated that he would like to table this matter until quotes for NAVS could be obtained.

A resolution to transfer funds was presented. Funds were needed for the safety inspection account, as historically the village and the town alternate funding the course that Gil takes annually, and this was not included in the budget process. The course is \$300.00. This amount needs to be transferred from the A.1620.400 Buildings Contractual account to A.3620.400 Safety Inspection Contractual. Trustee Colvin made the motion, Trustee Drew seconded the motion, roll call vote Carpenter aye, Young, aye, LeBaron Aye, Colvin aye, and Drw aye, resolution passed.

Quotes for a new air conditioning system for the meeting hall and the office were discussed. GA Bove 15,084.12 and Jack hall was split into two parts and came to over \$14,000.00. Trustee Colvin noted that the quote from Jack Hall was for both heating and AC and the other quote from GA Bove was for cooling only. It was determined that there were not funds available for this in this year's budget, and that they should table this until the following budget year.

Trustee Colvin asked if there was a written resignation from Jesse Lamb. Mayor Carpenter stated that he had not received one at this point and that he would like to talk to Jesse before accepting the resignation.

Mayor Carpenter stated that he had been in contact with the EPA and that he was working to apply pressure to the EPA to perform a second set of testing. We would like to see this matter brought to a close.

PUBLIC COMMENT:

Wendy Lukas suggested instead of selling the Easton property, possibly using it for solar income. She feels that we should retain the property for a backup source of water supply. She also asked why the piles of soil and debris were being stored at the Fort Hardy parking lot. She stated that she was under the impression that the lot was supposed to be cleaned up. Mayor Carpenter that these materials were left over from the trail project.

Wendy Lukas also asked if the village were under a consent order by the DEC. Attorney Klingebiel stated that they were not.

APPROVAL OF VOUCHERS:

Deputy Mayor Young made the motion to approve the General Fund Vouchers in the amount of \$67,036.51, Trustee Drew seconded the motion, all in favor.

Deputy Mayor Young made the motion to approve the Sewer Fund vouchers in the amount of \$4,805.8, Trustee Drew seconded the motion, all in favor.

EXECUTIVE SESSION:

None

ADJOURNMENT:

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

Recording Secretary,

*Cory Heyman*