

Village of Schuylerville
Meeting Minutes
December 11, 2019

PRESENT:

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

ABSENT:

Deputy Mayor Jason Young

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management Meeting on Monday December 16th at 7:00 pm in the Victory Meeting Hall
- Schuylerville Tree Committee Meeting, TBA
- Schuylerville Village Board Workshop Meeting Monday December 30th at 6:30 pm at the Schuylerville Village Hall.
- Schuylerville Village Board Meeting Wednesday January 8th at 7:00pm at the Schuylerville Village Hall.
- Schuylerville Planning Board Meeting, January 13th at 6:30
- Regular Meetings of the Climate Smart Task Force meetings for the next three months are as follows; January 14th at 6:30 pm at Revive, February 11th at 6:30 at The Saratoga Town Hall and March 10th at 6:30 pm at the Town Hall. These meetings are open to the public, all are welcome to attend.
- Climate Smart Task Force Leadership Meetings for the next three months are as follows; January 6th at 8:15 am, February 3rd at 8:15 am and March 2nd at 8:15 am, all will be held at the Village Hall in Schuylerville.

MINUTES:

The minutes from the November regular meeting were presented for approval. Trustee Colvin made the motion to approve the minutes, Trustee Drew seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT:

General Fund Statement balance	\$294,607.47
Sewer Now Statement Balance	\$391,820.67
Trust and Agency	\$37,251.78
General Fund CD	\$501,495.21
Sewer Fund CD	\$200,598.08
Memorial Day	\$3,863.39
General Fund Money Market balance	\$300,267.22
Interest Money Market this month	\$267.22
Interest General CD (59 days)	\$1,495.21
Interest Sewer Fund CD (59 days)	\$598.08
Total interest	\$2360.50

Treasurer Heyman noted that this interest total is four times the total amount earned in the entire 2019 fiscal year. She also noted that both CD's will mature on December 19th and are scheduled to renew automatically. Trustee Colvin asked if the rates will be lower for this next cycle. Treasurer Heyman stated that she would be keeping track of the rates as the CD's matured.

DEPARTMENT AND COMMITTEE REPORTS:

CODE ENFORCEMENT

Gil Albert reported, along with his permit and C of O issuances, that he had issued KO Motorsports a stop work order. They had pulled up the sidewalks on the Spring Street side of the building without first consulting the village. When Gil arrived at the site, the pavement was already removed and a water line was exposed. In the interest of public safety and for the protection of the involved water infrastructure, it was decided to let the owner commence with the paving. Attorney Klingebiel will draft an agreement for the owner to sign stating the village, for a period of five months from the execution of this agreement shall not bring any violation, enforcement or other proceedings against Ferrillo in connection with Ferrillo's removal of the sidewalk. The parties will work together during this time to work out an amicable resolution to this matter.

DEPARTMENT OF PUBLIC WORKS

As Supervisor Decker could not attend the meeting, he asked Mayor Carpenter to mention that the crew, although green, did an excellent job on the cleanup from the last storm. Trustee Colvin thanked Rob for notifying him of some damage to his fence that occurred during the plowing. It was noted that the new DPW employee Sheryl Norton was proving to be an asset to the village DPW. Trustee LeBaron asked if Supervisor Decker had received any notices from FEMA denoting this storm as a state of emergency. Mayor Carpenter stated that both he and Rob would receive e-mails if this storm were given this designation.

FIRE DEPARTMENT

- September 12th – All twenty of our Self Contained Breathing Apparatus (air paks) were flow tested and passed their annual inspections. The inspection and testing is required annually and was conducted by MES Fire – NY.
- September 21st – Three members attended “A Day of Training with the FDNY and Friends” sponsored by MacBoston 18 Truck. The all-day Hands-On training event was held at the Saratoga County Fire Training Center in Ballston Spa. Lt. Matt Varner FF Justin Decker
FF Jim Carr
September 26th – FF Nik Luhmann completed the NYS OFPC Apparatus Operator – Pump course hosted by Malta Ridge Fire Company.
- October 11th – Several members conducted Fire Prevention Day activities at the Schuylerville Elementary School. Schuyler Hose was assisted by our mutual aid companies from Victory, Quaker Springs, Gansevoort and also Wilton EMS.
- October 12th – FF Maria Saavedra completed the NYS OFPC Vehicle Rescue: Operations Level course hosted by the Round Lake and Porters Corners Fire Departments.
- October 22nd – FF Tyler Alheim completed the NYS OFPC Apparatus Operator – Emergency Vehicle Operation course hosted by the Malta Ridge Fire Company.
- October 23rd – All fire hose was pressure tested by Safety First Testing. Testing is required annually for all fire hose. Four lengths of 5” large diameter hose failed (hose is about 15 years old). Currently working with vendors to obtain the best pricing for replacement.
- October 25th – Tower 577 passed its annual aerial inspection. The inspection is required annually and was conducted at Vander Molen Fire Apparatus Service in Ballston Lake.
- Department responded to **17** alarms in the month of September and **14** alarms in the month of October.
- As of October 31st a total of **135** alarms have been answered.

WASTE WATER TREATMENT PLANT

Charles Sherman did not attend the meeting. Mayor Carpenter stated that he had spoken to Sherman and that the plant was operating well even with the warm weather and the snow melt.

HISTORIAN/VISITORS CENTER

No report

WILTON EMERGENCY SQUAD

No Report

PLANNING BOARD

No Report

SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Trustee Drew went over the highlights of the water board meeting. He stated that Bound By Fate, the new brewery company that will be located at 7 Broad Street had protested the amount

the water board has assessed them for units. After discussion, it was decided that the Water Board, considering that they had no prior data on which to base their assessment, would allow the brewery to install a meter, which would be read quarterly by a DPW member. In the interim the water board would charge them 3 units.

PUBLIC COMMENT:

Wendy Lukas expressed her concerns that the way she interpreted the minutes of the water board, the water board was directed by Treasurer Heyman to allow Bound by Fate to have a meter. Treasurer Heyman clarified that although she was involved in the discussion at the office, she in no way directed the board to make any kind of decision. Wendy Lukas stated that she felt that if one person could have a meter, then everyone should be allowed to have one. Wendy Lukas also asked if there would be opportunity for the public to be in on a conference call for the Climate Smart Community Leadership meetings that were scheduled. She also noted that Drew Alberti from Flatley Read had asked that the eagle scout from the last meeting who had applied for permission renovate some of the signs along the canal would coordinate with him to be sure that there was not repetitive information on these kiosks. Mayor Carpenter assured her that Drew had the scout's contact information. She also asked if the signs which had been discussed at the last meeting had been installed. Mayor Carpenter stated that this had been done. She asked what the progress was on the timber harvesting on the Easton property. Treasurer Heyman updated her, as she was one of the persons tasked with this project. She has been in contact with the forester. The issue currently is that the logs that we would like to harvest are difficult to access. There is a resident who borders the land, Gary Dixson, whose land has an excellent driveway and a large clearing adjacent to the property on the north-eastern side. Attorney Klingebiel stated that he believed that the village might have accommodated Mr. Dixson with some request in the past. Mayor Carpenter tasked Treasurer Heyman with obtaining contact information for Mr. Dixson.

OLD BUSINESS:

The health plan chosen by the village employees was presented for approval. Mayor Carpenter expressed his disappointment that they did not choose the plan that he had thought would be most beneficial for them. They chose to stay with the current plan, which went up 4% this year. Trustee Colvin made the motion to approve the plan, Trustee Drew seconded the motion, all in favor, motion passed, plan approved.

The board reviewed the handbook, and the last three changes that were proposed. The first was the revision of the holiday overtime hours section to reflect the changes that were approved by resolution of the boards in the interim between the original handbook and present day. The changes were reviewed by the board at the previous workshop and agreed to more clearly reflect the intent of the changes to the holiday overtime compensation.

The next change was to the vacation verbiage. The board had also reviewed this at the workshop. The vacation wording would be the same as the sick time which reads as follows;
allowance

New Employee - A newly hired employee will not be credited with vacation leave credits prior to completing six months of continuous employment, at which time a full-time employee will be credited with six days of paid vacation leave. Thereafter, the employee will be credited with one day of vacation leave per month until reaching the full ten days or until June 1, when they will receive the full allowance of 10 days.

The third proposed change was to the retirement health care. The handbook had been changed by the handbook committee from the original length of terms and percentages in such a way that those employees hired prior to the adoption of the new handbook would be seriously negatively affected in their retirement benefits. Trustee Colvin mentioned that Leona Colvin, who had offered to assist in editing the handbook, had found some spelling issues that should have been corrected. Attorney Klingebiel stated that spelling corrections would not need board approval. Trustee Drew made the motion to approve the handbook revisions, Trustee Colvin seconded the motion, handbook revisions approved, revised handbook passed by the board.

The report from Blue Neils from Cornell municipal Stormwater Mitigation was presented. Mayor Carpenter stated that although the DPW had addressed the first part of the plan in removing the nonfunctioning culvert, the other points would need to be tabled until spring.

Trustee Colvin mentioned that these projects should be considered when the board drafted the budget for 2021

NEW BUSINESS:

A Resolution to approve the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan was presented to the board. Board members had been provided with copies of this plan prior to the meeting and the resolution was reviewed and approved by Attorney Klingebiel. Copies of this resolution were provided to the public at this meeting. Mayor Carpenter read the resolution out loud to the board as follows;

Whereas, Saratoga County, with the assistance of Hagerty Consulting, has gathered information and prepared the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan and;
Whereas, Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000 (Public Law 106-390); and; Whereas, The Village of Schuylerville is a local unit of government that has reviewed the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan and accepted input regarding the Plan and the actions in the plan, and; Whereas, The Board of the Village of Schuylerville has reviewed the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan and affirms that the Plan will be updated no less than every five years; Now Therefore, Be It Resolved that The Village of Schuylerville hereby adopts the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan and will execute the actions in the Plan.

Trustee Colvin made the motion to adopt the Saratoga County Multi-Jurisdictional Multi Hazard Mitigation Plan, Trustee Drew seconded the motion, all in favor resolution passed.

The second resolution presented to the board was for a transfer of funds to cover the expense incurred in the Management course taken by Mayor Carpenter and DPW deputy supervisor Pat Grogan. The costs were split between the appropriations. Mayor Carpenter read from the resolution as follows; Whereas, a budget amendment is needed to transfer money from the

budget between appropriations for those costs associated From A.1210.400 Mayor Contractual \$125.50 to A8510.400 Community Beautification Contractual \$125.50. Trustee Colvin made the motion to approve the resolution, Trustee Drew seconded the motion, all in favor, resolution passed.

A resolution was presented to the board to transfer funds to increase the retirement expenditure line. Mayor Carpenter read from the resolution the following: Whereas, a budget amendment is needed to transfer money from the budget between appropriations for those costs associated; From: A.9060.800 Hospital and Medical Insurance \$4,088.80, To: A.9010.800 Retirement \$4,088.80. Mayor Carpenter stated that we receive each year an estimate from NY State for the next year's retirement costs, and that the estimate was apparently considerably under the actual amount. Trustee Colvin made the motion to approve the resolution, Trustee Drew seconded the motion, all in favor resolution passed.

The next resolution presented for approval was a budget amendment to increase the revenue line for Public Works Charges and the corresponding expenditure line storm sewers contractual. These lines are for reimbursing the General fund for DPW work done for sewer. Mayor Carpenter read from the resolution as follows; Whereas, a budget amendment is needed to increase the budget lines for the revenue account A.1710 Public Works Charges and to increase the expenditure line for A.8140.100 Storm Sewers Personnel. Increase A.1710 Public Works Charges \$600.00 and Increase A.8140.100 Storm Sewers Contractual \$600.00. Trustee Colvin made the motion to approve this amendment, Trustee Drew seconded the motion, all in favor.

A quote for the file migration for KVS to transfer the 12 modules from the old server to the new one was presented for approval. Mayor Carpenter asked why we need to pay for these services. Treasurer Heyman explained that the IT company does not have access to the files for the KVS program, as they are housed on an oracle that is controlled by KVS. She stated that this was something that she had experienced earlier with the water board when they purchased their new server. Trustee Colvin made the motion to approve the expenditure, which was for \$1,908.00, Trustee Drew seconded the motion, all in favor, expenditure approved.

The next item up for review was the copies of the cancelled checks and invoices for the tree removal at 10 Burgoyne Street. The approval of reimbursement for this project had been made at a prior meeting.

The board reviewed a complaint from Loomis of 57 Green Street regarding the condition of the area on the side of the road as a result of the removal of the nonfunctioning culvert. Mayor Carpenter stated that it was his understanding that the situation had been remedied, but that he would check to be sure this had been done.

There was another complaint from Lee Richards regarding debris that had not been cleaned up from the alley. Mayor Carpenter asked Attorney Klingebiel to investigate how we could set a last day to set out leaves and debris in the fall. Trustee Colvin noted that we need to be sure there is some way to document that the debris was out after the deadline if we want to enforce a last day. Trustee LeBaron suggested using a claw on the loader as opposed to the leaf vacuum to speed up the process.

Julia Van Hall filed a complaint that there was a 15 MPH sign in the middle of her driveway. After discussing this with the DPW supervisor, it seems that this may have been National Grid that placed the sign there, as they had replaced a utility pole which had a 15 MPH sign attached

to it. Rob Decker will address this situation. Attorney Klingebiel noted as a humorous aside that in the complaint Van Hall states that she, “does not like pulling into my driveway at 15 MPH” He hopes that she understands that the sign is for maximum speed not a minimum! There was discussion regarding the other part of her complaint which was that her neighbor had paved part of their lot, and that this has caused her to have increased runoff issues. Attorney Klingebiel stated that the resident had not broken any village code or law by paving the parking lot, as this is private land, however if he is discharging onto the neighbors land, he might need to take steps to mitigate the situation.

Mayor Carpenter asked for board approval on the hire of the new DPW crew member. Trustee Colvin made the motion to approve the hiring of Sheryl Norton, Trustee LeBaron seconded the motion, all in favor, motion passed.

PUBLIC COMMENT

Wendy Lukas asked why the transfer of funds to retirement was being taken from health insurance. Treasurer Heyman stated that the Health insurance line was only at 33% at more than halfway through the year, insurance is paid ahead, and that it is generally considered best practice to transfer between like funds.

Wendy Lukas asked if there was any way we could post signs with weight limits to restrict the type of vehicles that can use Green Street. She felt that this could help to prevent some of the deterioration of the streets.

Wendy Lukas asked where the village stood on the issue of adopting zoning. Discussion followed as to the relation of the comprehensive plan to the zoning restrictions and how to build both to reflect the same intent. Attorney Klingebiel stated that zoning should be consistent with the comprehensive plan. Mayor Carpenter stated that although he would like the board to move forward on updating the comprehensive plan, there were several points that need to be incorporated into the comprehensive plan concerning climate change. These policies will be formed through the work of the Climate Smart Community Task Force. He felt that building in the changes to the comprehensive plan to reflect the work of the task force was crucial.

APPROVAL OF VOUCHERS:

General Fund Vouchers in the amount of \$59,562.43 Trustee Colvin made the motion to approve the vouchers, Trustee Drew seconded the motion, all in favor vouchers approved.

Sewer Fund Vouchers in the amount of \$8,118.27 Trustee Colvin made the motion to approve the vouchers, Trustee Drew seconded the motion, all in favor vouchers approved.

EXECUTIVE SESSION:

None

ADJOURNMENT:

Trustee Colvin made the motion to adjourn the meeting, Trustee LeBaron seconded the motion, all in favor, meeting adjourned

Recording Secretary,

Cory Heyman

