

**Village of Schuylerville
Monthly Meeting Minutes
Wednesday June 9, 2021**

Present;

Mayor Carpenter

Trustee Baker

Trustee Colvin

Trustee Drew

Trustee LeBaron

Attorney Klingebiel

Mayor Carpenter opened the meeting with the pledge of allegiance

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management regular board meeting will be held on Monday June 21st. The meeting will be held at 7:00 pm in the Victory Meeting Hall
- Schuylerville Village Board Workshop Meeting on Wednesday July 7, 6:30 pm, as the first Monday of July is the day after the fourth, and that is a holiday. The meeting will be held at the Schuylerville Meeting Hall.
- Schuylerville Village Board Meeting on Wednesday July 14th at 7:00pm at the Schuylerville Meeting Hall.
- Planning Board Meeting Monday June 21st at 6:30 pm at the Schuylerville Meeting Hall.

MINUTES: Approval of the minutes from the last meeting; Trustee Baker made the motion to approve the minutes, Trustee Drew seconded the motion

TREASURER'S REPORT:

General Fund Statement balance	\$215,074.56
Sewer Now Statement Balance	\$234,366.45
Trust and Agency	\$36,572.66
General Fund Money Market	\$813,001.49
Sewer Fund Money Market	\$252,364.62
Memorial Day	\$3,363.39

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

Supervisor Decker was not present but had reported at the workshop.

- CODE ENFORCEMENT

Gil Albert was not present

- FIRE DEPARTMENT

Chief Myers had not submitted a report

- WASTE WATER TREATMENT PLANT

Waste water treatment plant operator Sherman was not present as it was his anniversary

- HISTORIAN/VISITORS CENTER

The visitors center will be staffed by Kristina Saddlemire and her daughter will be volunteering. We will be hiring a part time person to staff the remaining hours. The new visitor's center will be opening, but at this point has no bathroom facilities, so the old visitor's center will remain open to provide this amenity.

- PLANNING BOARD

Leona Colvin reported for the planning board. She stated that the planning board was in a bit of a state of flux. She mentioned some portable units that had been installed at the yacht basin, and that it had come to her attention that the units had been put in to service. She stated that the planning board had not approved these units. Leona had requested that the building inspector put in a stop work order as they had not received a formal application and there had not been a review or hearing regarding this matter. Mayor Carpenter stated that he had an email ready to go out to the building inspector and that he had a call out to the owner of the basin property. She mentioned another application by Curtis Lumber for a subdivision of their property near the Old Champlain Canal, as a homeowner that is contiguous to their property would like to increase their property size to better accommodate their garage. Although the planning board normally has no jurisdiction over single family homes, because this property is located on the flood plan, more stringent rules apply. Also, the property would be going from a commercial property to a residential one. Mayor Carpenter stated that he would ensure that the village office would assist the planning board to ensure that the planning board members received all of the necessary documentation so that they would have time to review well before the meeting.

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Trustee Drew reported on the status of the water board. At 169 Broad Street there was a water shut off that was not able to be completed, as the curb stop was damaged. The water board decided that this job should be contracted out, as our DPW does not have the manpower to have adequate flaggers to ensure safety for the workers. The water board will be voting on the contract award for water plant operator for the next two fiscal years at their next meeting. An application was submitted for a new water connection at 138 Cemetery road. The connection was approved and will be going in this month. Mayor Carpenter stated that the DPW may be able to do the Cemetery road connection, and that DPW Supervisor Decker will be assessing this job to determine whether or not his crew can handle this. There is one hydrant that was hit, which

needs a complete replacement, but the other two in question can be repaired. Mayor Carpenter asked the board, if they had any questions about the new water operator, to please be sure to attend the next water board meeting. Trustee LeBaron asked if there was any progress on the issue of billing Mr. Sullivan. Trustee Drew stated that the board was searching for a document that might prove that the village had an easement to have their water line through the property, as Mr Sullivan has threatened to force the water board to remove the water line from his property if the water board begins billing him.

PUBLIC COMMENT:

Wendy Lukas asked about the RFP that went out for the Fort Hardy Master Plan. Mayor Carpenter stated that the bids for the RFP were to be opened on June 15th. The bid opening will be offered in Zoom format as well. There was a complaint from Maggie Chiperno about an overgrown shrub that is on the corner of her alley and Broad Street. She felt that the lack of visibility that the shrub caused was a hazard. It was determined that the address in question was 9 Broad Street. Mayor Carpenter stated that he would ask Supervisor Decker to look in to the matter.

OLD BUSINESS:

None.

NEW BUSINESS:

A complaint regarding the Canal and Saratoga Street intersection was discussed. Ms. Filipovich had submitted a complaint that drivers were running the stop sign at that intersection, and that she felt that a pedestrian crossing sign might help to slow traffic down. It was determined that the village would look into the legality of additional signage to warn motor vehicles of pedestrians crossing from the trail to Red's Road.

Sewer plant LED update was presented by Treasurer Heyman. Heyman met with Hill electric representative Jessica Murphy, electrical contractor Gary Wilder and Waste water treatment plant Sherman at the sewer plant to discuss the upgrade to LED for the entire plant. The final project cost came in at \$9742. The National Grid incentive was for \$5220 and COVID incentive of 2281.23 leaving the customer out of pocket at \$2240.77. The annual energy savings is estimated at \$2,610.12. Mayor Carpenter asked for a motion to approve the LED conversion, Trustee Drew made the motion to spend \$2,240,77 for the LED upgrade for the sewer plant, Trustee Colvin seconded the motion, all in favor, upgrade expenditure approved.

Discussion of water plant operator contract. The current water plant operator, DCK, came in at about 10,000 less than Jake Fort's quote for the first year and 5000 less the second year. After further discussion with the other board members, it was determined that the amount of preventative maintenance that would be performed by Jake Fort's company would be worth the additional amount. Currently the plant is not being maintained, which is causing the board to incur extensive and costly repair costs. The water board will be voting on this matter at their meeting on June 21st.

Regarding the proposed amendments to the village sidewalk law, Attorney Klingebiel mentioned that Wendy Lukas had brought it to his and Trustee Drew's attention that there were some sections of the sidewalk law that were antiquated and that should be changed or removed. The updated proposed law will be available for the public to review well in advance of any public hearing on this amendment.

Discussion re audit; Treasurer Heyman stated that she had reached out to Marvin and Company as requested by the board, to let them know the amount budgeted for the review of the books. Christopher Healy, the contact at Marvin and Company, had said that they would be willing to be flexible, and that the board should determine what procedures they would like to have performed in addition to the assistance with the AUD. Treasurer Heyman mentioned that \$3500 was what the village used to spend just to have the former accountant perform the AUD, and that since Heyman would be completing the AUD again this year, with assistance from the accountant, that the other work performed would be included in the \$3500. Trustee Baker stated that while he was at the office going over the bank reconciliations, he could review the list of in scope items to determine what would be most beneficial to the village.

Zoning progress; Leona Colvin stated that she had emailed some documents that are necessary to complete the next step in the adoption process. The SEQR, with the environmental assessment form, needs to be reviewed by our attorney and then upon approval, sent to all of the interested parties, ie the Village of Victory, the Town of Saratoga, Saratoga County, ect. Leona stated that she has sent the mayor the resolution that the board would need to vote on to approve the environmental review. Mayor Carpenter stated that his plan was to get this before the board prior to the workshop so that all members have a chance to look at it before the document was brought to them for a vote at the regular meeting. The timeline is such that once the letters are sent out to the interested parties, they have 30 days to respond. After that 30 days, the board can choose to move on to hold a public hearing.

Fire Reserves. Unexpended funds in the fire expenditure line will be put in to a reserve account that the board will create that will hold these funds in reserve for use by the fire company. Trustee Baker stated that the correct time to create this reserve would be after the filing of the AUD, at which time the board would be have the most accurate number for unexpended funds in that fire contractual account.

New hire update. Mayor Carpenter stated that the village is having difficulties finding candidates to fill the DPW openings. He hopes that we will be getting some applications in soon and will keep the board informed of the situation.

Mayor Carpenter read the resolution to transfer funds general fund and sewer as follows;

From: A.9060.800 Hospital and Medical \$844.39 and G.8989.400 Home and Community Grants \$6,919.96

To: A.3310.400 Traffic Control Contractual \$4.16, A.7140.400 Playground Rec Centers Contractual \$24.71, A.9030.800 Social Security \$815.52, G.8310.400 WWTP Plant Contractual \$6,069.46, G.9030.800 Social Security \$599.98, G.9035.800 Medicare \$150.52 Trustee Colvin

made the motion to approve the transfer, Trustee Drew seconded the motion, Mayor Carpenter took roll call, all were in favor.

Mayor Carpenter recommended that the board approve Casandra Wilusz as an alternate planning board member. Trustee Baker made the motion to approve the appointment, Trustee Colvin seconded the appointment all in favor, appointment of Casandra Wilusz approved for planning board alternate

PUBLIC COMMENT:

Wendy Lukas asked Mayor Carpenter to clarify which fiscal year the transfer was for, Mayor Carpenter stated that it was for 2021.

Wendy Lukas also asked if there could be yield signs installed on the corner of green and Saratoga to prevent people from running through the intersection at high speeds. Trustee Baker pointed out that if there was another vehicle at the intersection, that yield, meaning stop for other vehicles, would be confusing and that if there were anything that should be installed it should be another stop sign. Mayor Carpenter asked the board to consider three way stops on all of those intersections on Green Street.

APPROVAL OF VOUCHERS:

2021

Trustee Baker made the motion to approve the G fund \$ 7,032.77, the 2021 year end A fund \$ 36,635.17 and the 2022 June vouchers in the amount of \$7,721.25, Trustee Colvin seconded the motion all in favor, vouchers approved.

ADJOURNMENT

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

Recording Secretary,

Cory Heyman