

**Village of Schuylerville  
Monthly Meeting Minutes  
Wednesday August 11, 2021**

**Present;**

Trustee Colvin  
Trustee Drew  
Trustee LeBaron

**Absent;**

Mayor Carpenter  
Trustee Baker

Trustee Colvin opened the meeting with the pledge of allegiance. He asked all attending for a moment of silence for former trustee Jim Miers who had recently passed away.

Dave Meager from Amsure presented on the insurance policy renewal. He provided the board with copies of the summary of insurance. This document listed the property replacement cost blanket limit as well as the umbrella. Total coverage would be up to 3 million. The document listed the properties owned by the village and the values assessed.

Equipment owned by the village was also listed. The premium for this year increased from \$53,839 to \$55,348. The total amount that the premium was raised is 2.8%. Limits for building and personal property increased 2.7%. Included in the \$55,348 is the Water District premium of \$11,598.93, which is reimbursed to the village by SVBOWM.

The board will discuss at the next meeting whether they would raise the deductible to lower the premium.

**BOARD ANNOUNCEMENTS:**

- Schuylerville/Victory Board of Water Management regular board meeting will be held on Monday August 16<sup>th</sup> at 7:00 pm in the Victory Meeting Hall
- Schuylerville Village Board Workshop Meeting Monday August 30<sup>th</sup> at 6:30 pm at the Schuylerville Meeting Hall.

- Schuylerville Village Board Meeting on Wednesday September 8th at 7:00pm at the Schuylerville Meeting Hall.
- Planning Board Meeting TBA

MINUTES: Trustee Drew made the motion to approve the minutes from the last meeting, Trustee LeBaron seconded the motion, all in favor, minutes approved.

TREASURER’S REPORT:

General Fund Statement balance	\$615,494.37
Sewer Now Statement Balance	\$192,088.77
Trust and Agency	\$35,766.68
General Fund Money Market	\$813,137.33
Sewer Fund Money Market	\$252,406.77
Memorial Day	\$2,863.39

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

Supervisor Decker was not present. Trustee Colvin stated that he would like to commend the DPW on the excellent work they performed in preparing Broad Street for the Turning Point Parade. He also thanked the Turning Point Parade Committee as well as those who marched.

- CODE ENFORCEMENT

Gil Albert gave his report on the various permits, renewals and remedies to order. He mentioned that Verizon has requested permission to install a generator at the phone interchange on Ferry Street (located just east of the new visitor’s center.) Trustee Colvin suggested that Attorney Klingebiel should be consulted on this matter.

- FIRE DEPARTMENT

No report

- WASTE WATER TREATMENT PLANT

Waste water treatment plant operator Sherman was not present,

- HISTORIAN/VISITORS CENTER

No report

- PLANNING BOARD

No report as they did not meet this month.

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Trustee Drew reported on the last SVBOWM meeting, He stated that Philip Miers, owner of the Old Saratoga Motel, asked for a reduction in units, as he had been being charged two extra units

for a hot dog stand that was no longer in operation. This was granted. Pat Johnson from camp Tokaway asked for two, 250-gallon tanks of water for camping. Trustee Drew stated that water samples had recently tested at 2 parts per trillion for PFOA's. The EPA guideline allows for 10 parts per trillion. The water operator, Jake Fort, suggested that adding carbon filters to the system would most likely bring this number down to zero. Trustee Drew would like to see this done as soon as possible. There was a discussion regarding the number of units for water that the Yacht Basin was being charged. Trustee Drew stated that he would reach out to Treasurer Heyman the next day to find out what the current units were that were assessed to this account. He also plans to walk the property at the Yacht Basin to evaluate the situation. Quotes for hydrant repair and replacement will be presented at the next water meeting.

PUBLIC COMMENT;

Wendy Lukas expressed concern that the Yacht Basin was not being charged as much as they should be. She expressed concern that the water district should act quickly on the matter of the PFOA's and that even though the parts per million was well below the EPS's level of acceptable limits, that she felt that the public should be informed.

OLD BUSINESS;

None.

NEW BUSINESS;

A resolution was presented to accept the SEQR for zoning. Trustee Colvin read the resolution as follows;

Resolution – declaration of intent to serve as SEQRA lead agency, classification of project as a type i action and to conduct a coordinated SEQRA review for purposed of adopting the proposed zoning code ordinance for the village of Schuylerville, Saratoga County, New York.

WHEREAS, on this date of August 11, 2021, the Village of Schuylerville (the Village) is proposing a new Zoning Code Ordinance in the Village of Schuylerville, New York, and

WHEREAS, the proposed project will implementation of a new Zoning Code Ordinance for the Village, and

WHEREAS, the proposed Zoning Code Ordinance has been developed in conformance with the applicable laws, standards, and accepted engineering practice.

NOW THEREFORE BE IT RESOLVED, the Village of Schuylerville Board of Trustees hereby adopts this resolution declaring its intent to act as lead agent pursuant to 6 NYCRR 617.6 of the New York State Environmental Quality Review Act ("SEQRA"), and

BE IT FURTHER RESOLVED, the Village of Schuylerville Board of Trustees hereby classifies the proposed project as a “Type I Action” pursuant to 6 NYCRR 617.4(B)(8) of SEQRA, and

- BE IT FURTHER RESOLVED, Part 1 of a Full Environmental Assessment Form (EAF) has been completed and reviewed and shall be circulated to other “Involved Agencies” as required pursuant to 6 NYCRR 617.6 of SEQRA to the following Involved Agencies:
- NYSDEC, NYSDOS, NYS Canal Corporation, NYSDOT, NYS Office of Parks, Recreation and Historic Preservation, Saratoga County Planning Board, Town of Easton, Town of Saratoga, Village of Victory, Village of Schuylerville Planning Board

BE IT FURTHER RESOLVED, that the Village of Schuylerville Board of Trustees authorizes the officially appointed Zoning Commission Chair to circulate the Lead Agency Coordinated Review Letters, Part I of the Full EAF and the proposed Zoning Map to all SEQRA involved agencies.

Trustee Drew made the motion to approve the resolution to accept the SEQR, Trustee LeBaron seconded the motion, all in favor resolution approved. The board voted 3-0 in favor.

Leona Colvin, Zoning Commission Chair, stated that since the board had approved the SEQR, the next step that she would take, providing that the board approves moving forward, would be to send out the required proposed lead agency notice to all of the interested parties that were listed in the resolution. After that, a 30-day period elapses. Any comments or approvals from those parties are reviewed and then a public hearing can be scheduled. Trustee Drew made the motion to move forward with the next step for zoning, Trustee LeBaron seconded the motion, all in favor, board will move forward with zoning.

Caitlin Johnson from the Schuylerville Public Library presented on a grant for wireless infrastructure. The project would be funded by a grant from the American Library Association as well as with funding provided by the Schuylerville Public Library. The Library’s IT contractor inspected the visitor’s center building and has determined that the closet inside the building would be an excellent location for the wi-fi equipment. There would be two antennae on top of the building. They believe that this would service both visitor’s centers, the parking lot and possibly the youth center and the fields nearby. It would be available 24/7. Trustee Colvin asked who would be monitoring the service in the event of a loss of power or service. The Libraries IT service would be maintaining the wi-fi service. All costs would be covered by the grant and the library, including a five-year license paid in full as well as any IT service fees. The library would pay the monthly internet bill. This project would need to be done by September 30<sup>th</sup> to use the grant funds. Ms. Johnson asked that the library be allowed to install a sign just outside the old visitor’s center informing people that the free wireless was provided by the public library with help from the Village of Schuylerville. Trustee LeBaron made the motion to approve the wireless service, Trustee Drew seconded the motion, all in favor.

Enrollment in the annual NYCOM school for Treasurer was approved in the amount of \$355. Trustee Drew made the motion to approve the schooling, Trustee LeBaron seconded the motion,

all in favor, schooling approved. The office will need to be closed, as Village Clerk Patterson will be on vacation that week.

Accounting services hourly rates were presented for approval. The funds that would historically be held for the assistance of an accountant to complete the AUD have been requested by the treasurer to use for assistance by the accountant to become compliant with the new GASB 84 law enacted by the comptrollers in relation to how villages and towns process their payroll. Heyman has already completed and submitted the AUD for fiscal YE 2021 and would like to use these funds to get advice from the accountant for this purpose. It was recommended by the comptrollers that villages and towns work with their software companies and accountants to ensure compliance with GASB-84. The rates for accounting services with Marvin and Company range from 125 to 280 dollars per hour depending on the individual who is doing the work. These rates increase on January 1. Trustee Drew made the motion to approve the expenditure, Trustee LeBaron seconded the motion, all in favor, expenditure approved.

The approval of the debit card draft policy and checklist was tabled until the next meeting as the board decided to wait until all members were present.

Sidewalk law review was tabled, as Attorney Klingebiel was not present

A resolution to transfer funds was read as follows;

**WHEREAS**, a budget transfer is needed to transfer money from the budget between appropriations for those costs associated **From:** A.1410.400 Clerk Contractual, \$75.00, **To:** A.8510.400 Community Beautification Contractual \$75.00. **THEREFORE, BE IT RESOLVED**, that the Board of The Village of Schuylerville does hereby approve this resolution and authorizes the Treasurer to amend the budget as stated and as outlined. Trustee Drew made the motion to approve the transfer of funds, Trustee LeBaron seconded the motion, all in favor, transfer approved.

Letter from crossing guard Tom Bruce discussion was tabled until the next meeting as the board decided to wait until all members were present.

Firehouse ground water issue discussion. Trustee LeBaron had an excellent point that the water that comes off the roof dumps into the area that has been having issues with water erosion. He pointed out that there was already a pipe that went into the ground by the meeting hall entrance that he felt might be used to channel the runoff away from the building, He also felt that the existing French drain by the office entrance could also be incorporated into the water removal system. All trustees agreed that this sounded like a good idea. Treasurer Heyman offered to obtain estimates for this job. Trustee Colvin asked Heyman if she thought she might be able to get the quotes together by the next workshop.

**PUBLIC COMMENT:**

Leona Colvin asked if the water clerk could cover some of the hours for the village. Trustee Drew stated that he would bring it to the water board meeting on Monday. Trustee Colvin asked

if they should define what duties she could cover in the absence of the other office personnel on the week of September 21-24.

APPROVAL OF VOUCHERS;

Trustee Drew made the motion to approve the A fund vouchers in the amount of \$ 49,818.35 and the G fund in the amount of \$ 7,668.55, Trustee LeBaron seconded the motion.

ADJOURNMENT

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

Recording Secretary,

*Cory Heyman*