

Village of Schuylerville
Workshop Meeting Minutes
November 29, 2021

Present;

Mayor Carpenter

Trustee Drew

Trustee Colvin

Trustee Drew

Trustee LeBaron

Mayor Carpenter opened the meeting with the pledge of allegiance.

DPW Supervisor Decker gave his report. He stated that the motor on the leaf vacuum had failed. He suspects that it was a result of a branch that jammed the mechanism. Decker plans to attempt to use in house staff to repair the motor, as he will not need the vacuum again until next July or August, and there will be down time in which the DPW staff will be able to work on the machine. Supervisor Decker also mentioned that the DPW from Victory assisted the Schuylerville crew in removing leaves.

A sewer line failure was called into the office, however upon using dye testing, Supervisor Decker was able to identify the issue as being on the side of the resident.

Mayor Carpenter asked Decker if he could send some staff down to clear some branches that he and Dave Roberts cleared from the area that will be used to hold the festival of St. Nicholas.

Supervisor Decker informed the board that he had, “red tagged” the water backhoe as he felt that the machine was not safe to operate. The water board will be making a decision as to whether they will be replacing the backhoe or possibly purchasing a small excavator.

Waste water treatment plant operator Sherman asked the board if they had received the picture that he had sent out of the inverted manhole. The board had all seen the photo. This repair will be performed in the spring, as it is not affecting the sewer flow at this point.

In working with Mr. Grimm from Rural Water, an issue was discovered where a four-inch drain from Pine Alley is dumping to the sewer manhole. Grimm stated that he was on site 18 years ago and remembers that there were I and I issues in some of the alleys that were never resolved. These will need to wait until spring.

Village Historian Krissy Saddlemire submitted a proposal to keep the visitor's center operational even after the state visitors center on Ferry Street opens. She would like to have a visitor's center that focuses more on Schuylerville specifically. Some examples she gave are a exhibit of antique postcards that Maggie Chiperno has offered for use and a possible civil war reenactment. She has submitted a detailed list of items she feels must be addressed as well as some that she would like to see done. Mayor Carpenter stated that he would like to set up a meeting up with the Historic Hudson-Hoosic Rivers Partnership to find out what their plans are for the visitor's center on Ferry Street to make sure that there are no overlapping venues. Historian Saddlemire agreed.

The formation of a five-year Capital Plan was discussed. Mayor Carpenter asked DPW Supervisor Decker and Waste water treatment plant operator Sherman to take the next month to draft a prioritized list of the equipment that they project will need to be replaced within the next five years. The replacement of the DPW garage was brought up by Supervisor Decker. Decker also stated that he would like to see an equipment reserve. Trustee Baker asked if Decker could come up with a number that he would like to see reserved for equipment purchases in the next five years. Sherman mentioned that the plant was 8 years old, and that there were several items that have a ten to fifteen-year lifespan. Trustee Baker agreed that these were things that we will need to be prepared for.

The fund balance policy was discussed. The board came to a decision regarding the lower and higher limits that they would like to see for a percentage of unassigned fund balance to total annual revenue. The lowest acceptable should be 25% and the highest should be set at 32%. Treasurer Heyman will have a current fund balance amount prepared for the next meeting along with a mid-year treasurer's report.

The stormwater damage to the north side of the building was discussed at length. What was originally thought to be an issue that could be solved with simple repointing was discovered, upon exposing the foundation, to be a much more

serious issue. Trustee LeBaron was able to come on site and observe the issue with the contractor, New England Structural. There is extensive erosion of the foundation blocks all the way down to the ground. It was also discovered that there is water under the building as a result of the lack of a good stormwater mitigation system. On the north west corner of the building, the erosion is so extensive that the pillar that holds up the upper floor on that end has buckled. New England Structural has requested that the village retain an engineer to advise on how the building can be safely reinforced. New England Structural has a commercial structural engineer that they use, this company has agreed to come in and investigate the issue. They will require a check for \$300 upon the initial inspection of the issue. New England Structural has submitted a work change order to reflect the increased complexity of the job. Heyman mentioned that, as the quote is now well above the limit for public works with an RFP, that the board will need to officially declare the issue an emergency. She provided the board with a draft resolution that upon approval of Attorney Klingebiel, should be presented at the next meeting. There will also be a resolution to increase the buildings contractual line using fund balance to pay for the emergency repairs to the building. Trustee Colvin stated that when the building had a fire years ago, it was the opinion of the architect on site that not enough of the debris from the fire was removed. The architect warned that there would be settling of the building as a result of the debris that was not removed. Trustee Colvin also stated that originally, the firehouse was heated by ducts under the floor of the firehouse, and that the system was abandoned, as the ducts were continuously infiltrated with water. They switched to the current hot water baseboard.

The search for a replacement for building inspector Gilman was discussed. Village Clerk Patterson reached out to Mark Dennison, former building inspector to find out if he would be interested in filling this position. Mr. Dennison stated that he was currently working full time, but that he would be retiring in the summer and would be interested at that point in filling the position. Mayor Carpenter has asked Village Clerk Patterson to reach out to other municipalities to find out if they have a part time building inspector that we could share services with. Trustee Baker mentioned Gary Wilder as a possibility as well. The position will be advertised in the Post Star as well as on the village website and Facebook. Trustee Colvin asked if the village will need to ask Town of Saratoga for a reimbursement on our share of the software system that the building inspector uses for permitting and c of o's.

Laird Conover has submitted a request for assistance with tree removal. The trees are in the right of way and are pushing up the sidewalks. The board asked Treasurer Heyman to reach out to Mr. Conover to find out if any of the quotes included stump removal and to ask if he plans to replace the sidewalks in the spring. They asked her to advise him that as his property is a corner lot, he is eligible for double the usual sidewalk replacement reimbursement.

The request for funds by the Olde Saratoga Seniors was discussed. The board did not budget for the senior's expenditure as the group has not made any trips since the beginning of COVID. Mayor Carpenter stated that he would reach out to the group to let them know that the board did not have funds in that line, and that they would like to see some of the funds that the board has already given them expended before they budget for this line again.

Trustee Drew stated that there will be a sidewalk committee meeting on December 22. Attorney Klingebiel has advised the board to review the changes and solidify the amendments that they wish to make before it is brought to a public hearing again.

The insurance company has remitted another check for the damages to the building from the flood. There will need to be a budget amendment to increase insurance recoveries and increase building contractual to cover those expenses incurred by the flood. Trustee Colvin asked if the board could be provided a rundown of the costs and reimbursements from the claim. Treasurer Heyman stated that Village Clerk Patterson has been tracking these in a spreadsheet and that she will ask Patterson to provide this for the next meeting.

There will be a resolution that will be presented at the regular meeting to use fund balance to increase buildings contractual to pay for the repairs that will need to be done to the building.

Alternate street parking was discussed. Mayor Carpenter will be reaching out to NYS DOT to ask how they feel about the suggestion that they could work around the times we have for alternate parking. Mayor Carpenter would like to see the restrictions amended to reflect earlier times, as he finds it difficult to be out after

midnight checking to make sure that the vehicles are on the correct side of the street.

Mayor Carpenter stated that he would be posting on facebook to inform the residents that snow or no snow, alternate parking will be enforced as of December first.

The board discussed the issue of the handicap parking spaces. Trustee LeBaron stated that the laws still apply to the handicap signs on Broad Street.

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

Recording Secretary,

Cory Heyman