

Village of Schuylerville
Monthly Meeting Minutes
Wednesday, February 9, 2022

Present;

Mayor Carpenter

Trustee Drew joined at 7:28 PM

Trustee Colvin

Trustee LeBaron

Attorney Klingebiel

Absent;

Trustee Baker

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 February 28th at 7:00 pm in the Victory Meeting Hall.
- Schuylerville Village Board Workshop Meeting Monday February 28th at 6:30 p m at the Schuylerville Meeting Hall.
- Schuylerville Village Board Meeting on Wednesday March 9th at 7:00pm at the Schuylerville Meeting Hall.
- Planning Board Meeting TBA
- Zoning
- Fort Hardy Master Plan Meeting February 16th at the village hall at 7pm

Mayor Carpenter noted that the Climate Smart Committee will be starting back up in April and that he hopes to have a date for the next meeting by the next village meeting.

MINUTES: Trustee Colvin made the motion to approve the minutes, Trustee LeBaron seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT;

General Fund Statement balance	\$184,882.86
Sewer Now Statement Balance	\$167,296.31
Trust and Agency	\$12,222.68
General Fund Money Market	\$893,490.43
Sewer Fund Money Market	\$402,522.77
Memorial Day	\$2,863.39

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

Mayor Carpenter gave a brief summary of the report that Supervisor Decker gave at the last meeting. He stated that the DPW were still short staffed, and that the crew are very tired from the storm. We are expecting one of the members to return from military service sometime this month. He noted that the village has started using Indeed for employee seeking, and that it has brought more applications, but has unfortunately brought many from out of town, which we cannot hire, as they must be able to get to the DPW garage quickly in the event of an emergency. There was an incident where one of our drivers fell asleep at the wheel. Fortunately, no other vehicles were involved (the driver hit a curb) and no one was injured. The plow frame was broken, but we were able to get a plow frame from the county to get us through until we can get the it repaired in the spring. Mayor Carpenter stated that he asked Supervisor Decker to ensure that the crew members did not get to the point of exhaustion in the future. He suggested telling them to periodically stop for coffee breaks throughout the night.

- CODE ENFORCEMENT

Mayor Carpenter noted that we have hired a new Building Codes Enforcement Officer, Adam Myers, to replace Gil Albert. Village Clerk Patterson will be working to ensure that he receives all the required training to qualify for the position. We are working on getting a laptop for his use and are waiting to hear back from Supervisor Wood to find out if they would be willing to do a shared services agreement on the building codes software.

- FIRE DEPARTMENT

No report.

- WASTEWATER TREATMENT PLANT

Mayor Carpenter reported the discussion at the workshop as regards the budget and the five-year capital plan, where Waste Water Treatment Plant operator Sherman listed larger ticket items that would need to be purchased or replaced within the next five to ten years. Trustee LeBaron mentioned the SPDES permit application that was discussed at the workshop, and Mayor Carpenter stated that Sherman was making good progress on the application, and that the doubts that Sherman had expressed at the workshop were turning out to be unfounded. Sherman will inform the board if he feels that the application needs to be reviewed by an engineer as was discussed at the previous workshop.

- HISTORIAN/VISITORS CENTER

Historian Kristina Saddlemire stated the genealogy and history inquiries she had answered.

- **PLANNING BOARD**

No meeting

- **SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT**

Mayor Carpenter gave a recap of the water board meeting from January that he, Trustee LeBaron and Trustee Drew, who is also a water commissioner had attended. There was a presentation by CT Male on the water master plan. The different projects and timelines were discussed as well as the funding and possible grants for these projects. Mayor Carpenter stated that the discussion included the possibility of using the ARPA funds that were allotted to the village to help with the costs associated with applying for grants.

Presentation by Rich Nolan From Nolan Engineering;

Mayor Carpenter introduced Mr Nolan with a brief synopsis of the reason the village had hired the engineering firm. He explained the issue that was causing the stormwater erosion on foundation of the north side of the municipal building. Upon opening up the area to be repaired under the radio room and Northwest corner support pillar, it was discovered that there was more structural damage to the building than we originally thought. We hired Nolan Engineering to create a plan for moving forward to correct the foundation erosion issue. Nolan Engineering submitted the plan to the contractor, New England Structural, and the contractor submitted a quote for \$96,000.00. This quote was much more than we had originally anticipated, so we have asked Nolan Engineering to break down the report so that the board can more fully understand how we got from the original proposal of \$45,000 to the \$96,000.00 that we just received.

Mr. Nolan first clarified that he could not speak much to the price, as his firm is not the builder. The areas in question are the radio room, which is a jut out of the building and a brick column that measures roughly 2 by 5. The concrete block is disintegrated very badly under the radio room and the brick pier. In old drawings of the building, there appears to be a steel beam that is inside the brick column that goes up and supports a roof beam that supports the roof. The reason that the concrete block has been disintegrating over time is the continuous contact with groundwater. If this were to keep going you would get compression and the post would lower and the roof would come down on that side of the building. Fixing things that are already built is very difficult because it requires shoring, which is a temporary means of holding up the structure while you are taking out the foundation and the supporting walls and putting them back.

The radio room has three sides which are all windows. Above those windows, according to the drawings, are steel beams, and at the corner of the windows are steel posts on the left and right of the long window on the front. If we are going to remove the foundation below that we have to hold up that roof above. Nolan Engineering proposes removing the windows and running a steel beam through the radio room down on some temporary posts on some shoring which will hold up the roof of the radio room while the foundation below and the walls and windows are removed. The foundation needs to be excavated out and regraded, new footings poured, new concrete walls, which will need to be about 12 inches thick if the village plans to replace the brick walls. There could be some cost savings if the village chooses not to use brick. There will then need to be a new slab floor poured and new windows. At the other area on the Northwest

side, there is a steel column inside of the brick column. The steel column will need to be held up, as it is holding up the roof. The brick will be removed. There are steel channels welded to the side of that column up high, The corroded part that is on the bottom will be cut off and the disintegrated foundation that is in the ground removed. Then a new poured concrete footer and frost walls that come up to about 6 to 8 inches above the surface. In order to replace the brick that is currently surrounding the steel beam you would need to use concrete block. To save money you can do without the brick and just put the post back in a small isolated footing by itself. Then cap it off with a slab in between the radio room and the brick column.

In the third phase of the plan the windows are recommended to be replaced, as the existing windows are old and inefficient.

The engineer expressed that the more important part of the repair was the pillar on the right, as this supports the roof.

Trustee Colvin asked if the existing brick column could be made smaller. Mr. Nolan stated that according to the drawings, it appears that there is only one steel beam inside the column. The brick part appears to be purely decorative, so as long as there is not a second beam that is not in the drawings, there should be no reason to rebuild the entire brick column as it is now. This is based, however on an older drawing that is architectural not structural.

Trustee LeBaron asked if the firemen would need to find a new location for the communications while the construction was ongoing. Mr. Nolan said that they would and stated that he would be available for consultation if the board wanted to reach out.

Mayor Carpenter asked Attorney Klingebiel if the status of the building should be reassessed as a non-emergency. This will mean that the job will need to be put out to bid. Attorney Klingebiel confirmed that according to the engineering report, it did not seem to be an emergency.

The board agreed that they would be looking for bids that include the brick and for bids that do not.

PUBLIC COMMENT:

None.

OLD BUSINESS:

Village Clerk Patterson reported on the status of the insurance recoveries from the flood that occurred in February of 2021. She informed the board that the insurance company had released the funds for what they call the depreciation, which is above what they had originally estimated in the amount of \$3,863.96. At this point we are just waiting for the reimbursement for the last of the equipment that was destroyed in the radio room. This equipment was backordered and was just finally received. Once the cancelled check for this is presented, we will receive the final payment. The board and Treasurer Heyman thanked Village Clerk Patterson for her hard work on this issue.

NEW BUSINESS:

The software for the building inspector was discussed. The former building inspector, Gil Albert works for the Town of Saratoga. When he was employed with us, we were able to share costs

with the Town of Saratoga for the software that is needed for issuing permits and C of O's. Now that we have our own code enforcement officer, we will need to have our own copy of this software or work out an arrangement to share with Saratoga. Mayor Carpenter stated that he has reached out to Supervisor Wood to see if we can make some kind of shared services arrangement. The cost to purchase the software is almost \$6,800 and annual support is about \$1,300.

The Fulton County contract was up for renewal, there was a change in price from \$65 per ton to \$66. Trustee Colvin made the motion to approve the contract, Trustee LeBaron seconded the motion, all in favor.

Mayor Carpenter mentioned that Historian Saddlemire had presented, at the December meeting, some improvements and repairs that would need to be made to the current visitor's center, as well as her wish to present some programs. She had asked that the board keep the visitor's center open as she felt that the center represented the historic identity of the Village of Schuylerville. Since then, Mayor Carpenter has been approached by the Historic Hudson-Hoosic Rivers Partnership, as they have received a \$10,000 grant from the county to be used to staff the new center on Ferry Street. They have offered us space for our exhibits and any space that Ms. Saddlemire might require. There is space in the basement of the building that could be used as a desk area and for storage. These were items that she had brought to the board. Mayor Carpenter stated that the Partnership had also agreed that the staff that worked at the center this past summer would have first consideration for the shifts for positions at the new center. Mayor Carpenter asked Ms. Saddlemire if this seemed amenable to her. She stated that as long as her requests were met with the retention of the staff, and the requested office space and storage, that she would be fine with this arrangement. Related to the subject, Mayor Carpenter stated that in two of the drafts of the Fort Hardy Master Plan, the visitor's center is not included. He feels that to invest in the building at this point when it may not be there in a few years, would not be prudent. The chamber and members of the partnership have informed us that they are getting their \$250,000 this year for sheet rocking, the remainder of the plumbing, the HVAC and the flooring. If there is money left over, they may put an office in. Historian Saddlemire stressed that there would need to be a safe place to store the artifacts and archival documents where they would not be accessible to the general public. Mayor Carpenter stated that he would address this with them.

Shriners circus submitted an application for a parade permit for July 21st. They will need the park all day, and the circus will run from 5pm to 9pm. This is an annual event. Trustee Colvin made the motion to approve the event pending proof of insurance. Trustee Drew seconded the motion, all in favor.

A resolution was presented to the board to pass the local law to enact zoning. Mayor Carpenter read the resolution aloud. This resolution will be available on the website on our zoning page under government and departments at <https://www.villageofschuylerville.org/zoning/> Attorney Klingebiel clarified that the changes that were listed in the resolution were made at the original presentation of the zoning back in 2011. Trustee Colvin made the motion to approve the local law to adopt zoning. Trustee Drew seconded the motion, Mayor Carpenter yes, Trustee LeBaron yes, Trustee Baker absent, resolution passes 4-0.

A resolution was presented to approve the hiring of the building codes officer and the salary for this position. Mayor Carpenter read from the resolution as follows;

WHEREAS, The Village of Schuylerville Board of Trustees has voted to approve the hiring of Adam Myers as Village Building Codes Enforcement Officer. WHEREAS, the salary for this position is hereby approved at the rate of \$11,000.00 per year. **THEREFORE, BE IT RESOLVED**, that the Board of The Village of Schuylerville does hereby approve and endorse this hiring and rate of pay. Trustee Colvin made the motion to approve the hiring and rate of pay for Adam Myers, Trustee LeBaron seconded the motion, all in favor, resolution approved.

The bid schedule for the RFP for sidewalks was discussed. It was decided to amend the dates as follows; Bid Release: Monday, February 28, 2022 Bids Due: Monday March 28, 2022 at 4pm Bid Selection: Wednesday April 13th, 2022 at 6:45 pm *Construction Schedule:* To be completed by August 1, 2022.

A resolution was presented to use sewer fund balance to pay for the repairs to the sewer line on Canal Street. Mayor Carpenter read from the resolution as follows; **WHEREAS**, a budget amendment is needed to increase G.8130.100 Sanitary Sewers Personal and G.8130.400 Sanitary Sewers Contractual using sewer Fund Balance as follows; Increase G.8130.100 Sanitary Sewers Personnel in the amount of \$2,000 and G.8130 Sanitary Sewers Contractual in the amount of \$12,000.00 and Decrease G.0909.004 Unassigned Fund Balance in the amount of \$14,000.00 **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 Colvin made the motion to approve the budget amendment, Trustee Drew seconded the motion, all in favor, amendment approved.

Approval of the payment of the Invoice from WJ Morris Excavating. The invoice for the sewer line repair at Canal Street was presented for approval for payment, as the expenditure line Sanitary Sewers Contractual did not have sufficient funds at the time of presentation to the AP clerk. Trustee Colvin made the motion to approve the payment of the invoice from WJ Morris in the amount of \$14,000.00, Trustee LeBaron seconded the motion, all in favor, payment approved.

A resolution to transfer funds was presented. Mayor Carpenter read from the resolution as follows; **WHEREAS**, a budget amendment is needed to increase revenues and expenses for the Storm sewer and water services lines. Increase expends accounts A.8140.100 Storm Sewers Personnel in the amount of \$1,000 and A.8350.400 Common Water Services in the amount of \$2,000 and Increase Revenues lines A.1710.000 Public Works in the amount of \$1,000 and A.2378.000 Water Services in the amount of \$2,000.00. **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 Colvin made the motion to approve the budget amendment, Trustee Drew seconded the motion, all in favor, resolution passed.

A resolution was presented for a transfer of funds for the general fund. Mayor Carpenter read the resolution as follows; **WHEREAS**, a budget transfer is needed to transfer the following funds; Increase A.1380.400 Fiscal Agent Fees in the amount of \$34.56 and A.8160.100 Refuse and Garbage Personnel in the amount of \$3,800.00 and Decrease A.5110.100 Street Maintenance Personnel in the amount of \$3,800.00 and decrease A.1325.400 Treasurer Contractual in the

amount of \$34.56. Trustee Drew made the motion to approve the resolution, Trustee Colvin seconded the motion, all in favor, transfer approved.

Mayor Carpenter addressed the public regarding the crossing guard issue. He stated that since the resignation of the former crossing guard, the village has been doing their best to fill this need. Over the last two weeks, Mayor Carpenter and Trustee LeBaron have been volunteering to cover the crossing guard shifts, as the village has not been able to fill this position. As you all know, we are down to three DPW members, due to the resignation of Mr. Grogan and the fact that Zack Golden is still on military leave. Even in the best of times, the DPW cannot do all of the things that they need to do to cover the needs of the village and cover this crossing guard position. When school resumes after the break, Mayor Carpenter stated that he will no longer be able to cover the crossing guard shifts. Although his work schedule is flexible, the current situation is not sustainable. For decades there was a law that stated that schools cannot employ a crossing guard. A few years back, this law was amended to allow schools to hire a crossing guard. At the time of the change in the law, Mayor Carpenter felt that the majority of the students crossing were village residents, so he did not push the point with the school to ask for assistance with the funding for this expenditure. Over the past two years, this has changed. There are more and more students driving to school and parking on the village streets. There are also numerous parents who are now parking across the street and on side streets and letting the children out to be crossed by the guard. Mayor Carpenter feels that the majority of the students being crossed are from out of the village. There are no complaints, at this point, regarding the crossing of students, but rather these are directed at issues concerning traffic control; either calling for more traffic control or less. Mayor Carpenter stated that he is proposing to the board the elimination of the crossing guard position and asking the school to take over the responsibility of filling this position. He will be reaching out to Superintendent Sherman with a letter to this point.

PUBLIC COMMENT:

Leona Colvin commented on the vitriol of the comments on the subject of the crossing guard that were on the Schuylerville Community Facebook page. She asked that Mayor Carpenter reach out to the administration of the page to ask to have those comments be removed. Mayor Carpenter stated that the administrator of the page has already taken these down and that he has asked that he be removed as a moderator, as to avoid persons accusing him of removing posts that reflected unfavorably on him.

Attorney Klingebiel suggested reaching out to Sherman before the next meeting. He did not know what steps the school needs to take to assume this responsibility. He felt that the school should be given time to prepare legally for the change of responsibility.

Trustee LeBaron asked Attorney Klingebiel to clarify the duties of the crossing guard. The terminology to cross the students. A crossing guard has the right to stop traffic to cross students but cannot control traffic. A traffic control officer can. The school may want to consider whether they want to hire a crossing guard or a traffic control officer. The school may want to consider having a sheriff perform this duty.

Village Clerk Patterson stated that there was an attempt with the prior Superintendent, Mr Riggi to ask if there could be a guard hired by the school to cross those students within the school parking lot cross walks. Mr Riggi stated, at that time that there was not enough manpower.

APPROVAL OF VOUCHERS:

Trustee Colvin made the motion to approve the general fund voucher total of \$30,615.83 and the sewer fund voucher total \$2,332.47, Trustee Drew seconded the motion all in favor, vouchers approved.

ADJOURNMENT

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

Recording Secretary,

Cory Heyman