

**Village of Schuylerville  
Monthly Meeting Minutes  
Wednesday May 10<sup>th</sup> 2023**

**Present;**

Mayor Carpenter  
Trustee Baker  
Trustee Drew  
Trustee Colvin

Trustee LeBaron  
Attorney Klingebiel  
Treasurer Heyman  
Village Clerk Patterson

BOARD ANNOUNCEMENTS:

- Schuylerville Village Board Workshop Meeting Monday June 5th at 6:30 pm at the Schuylerville Meeting Hall
- Schuylerville Village Board Meeting on Monday June 12<sup>th</sup> at 7:00 pm at the Schuylerville Meeting Hall.
- The Schuylerville/Victory Board of Water Management will meet on Monday May 15<sup>th</sup> at 6pm at the Village of Victory Meeting Hall
- The Village of Schuylerville Planning Board TBA

BOARD COORESPONDENCE:

MINUTES:

TRUSTEE BAKER made the motion to approve the Monday April 3<sup>rd</sup> Workshop minutes and the Wednesday April 5<sup>th</sup> regular meeting minutes, Trustee Drew seconded the motion, all in favor minutes approved.

TREASURER'S REPORT:

General Fund Statement balance	\$86,266.41
Sewer Now Statement Balance	\$217,838.33
Trust and Agency	\$12,527.26
General Fund Money Market	\$1,223,536.93
Sewer Fund Money Market	\$209690.26
Memorial Day	\$1,863.39

Treasurer Heyman noted that the General Fund Money Market brought in over \$5,000 in interest this month.

## DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

Mayor Carpenter gave a brief summary of the report given by Supervisor Decker at the previous workshop. Mayor Carpenter announced that the City of Saratoga is donating all the skate park equipment from the park that they will be renovating. The Town of Saratoga has committed to helping with the transportation of the ramps, as this is a time sensitive project. These ramps have a value somewhere in the range of between \$30,000 to \$40,000. Especially committed to helping with the project are Town of Saratoga Deputy Supervisor Ian Murray and Dave Roberts. The sidewalk project will be on a brief hold while we take advantage of this tremendous opportunity to accept this generous donation.

- CODE ENFORCEMENT

No report.

- FIRE DEPARTMENT

No report.

- WASTEWATER TREATMENT PLANT

Mayor Carpenter gave a summary of the report from WWTP Operator Sherman that was given at the previous workshop. Rural Water was on site at the manhole that was the subject of the NOV from DEC. Issues have been identified and will be addressed with the assistance of Barton and Logidue.

- HISTORIAN/VISITORS CENTER

Village Clerk Patterson gave a brief rundown of the historian's report including the inquiries that she handled this month. She also gave a quick update on the 250th commission. The commission met on April 12<sup>th</sup> and have the following upcoming dates for the planning and organizing of the event exhibits, June 14<sup>th</sup>, September 13<sup>th</sup>, and November 18<sup>th</sup>. The regional visitors center is open, and our staff is currently working there. Mayor Carpenter recognized Assemblywoman Carrie Woerner for her success in securing \$150,000.00 per year for a budget line item for the regional visitors center. Village Clerk Patterson gave credit to Mayor Carpenter for spending his weekend power washing the bathhouse at the park to prepare for a new coat of paint, and Mayor Carpenter came back with a thank you to Village Clerk Patterson for her work on the previous Saturday with the painting of said bathhouse.

- PLANNING BOARD

Village Clerk Patterson stated that she had asked for but not received any minutes from the prior planning board meeting.

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Trustee Drew gave a brief rundown of the highlights of the last water board meeting. The SVBOWM 2024 budget was passed. He noted that outside water user Barb Tierney had objections to the formatting of the budget and questioned the raising of the rates. He noted that Helene Patterson also attended the meeting and expressed concern that there were subaccounts that were listed on the budget that had no headings. Trustee Drew reported that every component in Well #2 has been replaced. Mark Rogers was the contractor for that project. The water board passed a policy that after two bounced checks, a water user will need to pay with cash, bank check or money order. Mayor Carpenter mentioned that he understands that there needs to be

further discussion as to the amount of debt that the water district is willing to take on for the water master plan. He also stated that to move forward with the plan, there will need to be an engineering study. Without this study we may not be able to use the funding that Congressman Tonko is fighting so hard to get for us,

- **ZONING BOARD OF APPEALS**

Zoning Chair Leona Colvin thanked the board for allowing her to take part in the zoning and planning course last month, This was a two-day session with six different courses, which was also attended by Planning Board Member Beth Woodard. Colvin asked if the board would consider becoming a member of the federation. The annual dues are \$250. Membership in the New York State Planning Federation includes access to many training courses on the website. Several of these are eligible for the accreditation that is required for planning board as well as zoning board members. She requested that the board consider the possibility of sharing the expense between the planning and zoning boards.

Roy Richardson from Barton and Loguidice spoke regarding the NOV from DEC on the manhole overflow on South Broad. Barton and Loguidice responded on behalf of the Village of Schuylerville to DEC on this violation. They were able to work with Rural water and WWTP Operator Sherman to camera the line and identify the issues. Richardson stated that he was surprised by the turn of events when DEC brought up a prior NOV from late in 2021. DEC would like to know what we plan to do regarding the NOV from 2021. Mayor Carpenter stated that the matter had already been addressed back in early 2022. He stated that DEC was, unbeknownst to them, actually referring to two separate issues. The one that we addressed at that time was in front of the WWTP plant, a separate issue from the one south of Byron's Market. That section of the sewer line had collapsed. Two months later, we were able to replace that line and have not had an issue at that manhole since then. We have the documentation to show that we hired a contractor to correct the issue. Roy asked Treasurer Heyman to provide him with the documentation on this repair and he would relay this to DEC. He stated that DEC assumed that since they did not receive confirmation that the proposed work was done to correct the issue, that it had not been done. He stated that the next action that he recommends is to clean the roots out of the current line in question. He stated that he felt that long term the board should address the line from Manhole 83 to manhole 1. Mayor Carpenter stated that the board has discussed a plan to address this issue. They have considered abandoning the current line that runs under the supermarket and installing a new line to transport the waste from Manhole 83 to Manhole 1. Richardson stated that this was the procedure that Barton and Loguidice planned to recommend! He said that he would like to draft a response to DEC that outlines this plan of action. He asked the board what the timeline would be on this project. The board felt that this was something that they would like to move forward on within the next year. Richardson felt that this would satisfy DEC and that this would reflect well on the village as far as actions that they will take to mitigate the problem. The Board thanked Mr Richardson for his time.

PUBLIC COMMENT;

OLD BUSINESS;

NEW BUSINESS:

The Town of Saratoga had requested assistance with the expenditure on aid to the American Legion for flags for veteran's gravesites. They were asking for \$200. Trustee LeBaron made the

motion to approve the donation, Trustee Baker seconded the motion, all in favor, donation approved.

A quote was presented by Mangoine locksmiths for the bathhouse door replacement and the installation of automatic locks to reduce the vandalism that the village has been experiencing in the bathhouses at the Fort Hardy Park. Trustee Baker made the motion to approve the quote and expenditure of \$6,796. Trustee Drew seconded the motion, all in favor. Attorney Klingebiel made a recommendation that the company install locks that will send a code to a municipal phone that confirms that the doors are locked.

A letter of support for Climate Smart was presented to the board. The letter is to the EPA and office of air and radiation stating that the Village of Schuylerville enthusiastically supports the Capital District Regional Planning Commission serving as the lead organization for Albany, Schenectady Troy and New York NSA carrying out the climate action planning initiatives and requirements of the EPA Climate Pollution Reduction Grant program (CPRG). Trustee Drew made the motion to approve the letter and Trustee Baker seconded the motion, all in favor letter approved.

A Climate Smart recycling resolution was presented to the board for approval. This resolution expressed commitment on the Village of Schuylerville's part to providing recycling containers in all public places and for all village wide events and ensuring that the items will be transported in the correct manner. The full resolution is available on the Village of Schuylerville website on the climate smart page. Trustee LeBaron made the motion to approve the resolution, Trustee Baker seconded the motion, all in favor, resolution passed.

A resolution was presented to approve the hiring of Deborah LeBaron as Bathhouse Attendant and Cleaner WHEREAS, The Village of Schuylerville Board of Trustees has voted to approve the hiring of Deborah LeBaron, WHEREAS, the rate of pay for this position is \$150 per week for a minimum of two complete cleanings and restocking of goods per week, 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 resolution, Trustee Baker seconded the motion, Mayor Carpenter yay, Trustee Drew, yay, Trustee LeBaron abstained, resolution passes.

A resolution was presented to amend the general fund budget. WHEREAS, a budget amendment is needed for the 2023 fiscal year general fund budget; Increase A.3089.000 General Government Aid by \$125,737.00 and increase A.3010.400 Public Safety Administration Contractual by \$125,737.00 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 LeBaron made the motion to approve the amendment, Trustee Drew seconded the motion, all in favor, resolution approved.

The reorganizational resolutions were presented for board approval as follows; reorganizational, designation of depository, mileage allowance, advance approval of claims, attendance of schools and conferences, official newspaper, resolution to establish and approve salary rates, appointments to office as follows; Village Attorney David Klingbiel, Esq., DPW Working Foreman Robin Decker, Village Historian and Visitor's Center, Kristina Saddlemirre, Code Enforcement Officer, Adam Myers, Health Officer, Board of Trustees, Clerk/Treasurer, Cory Heyman Village Clerk, Vital Statistics Clerk and Records Management, Helene Patterson. Deputy Mayor, Daniel Baker. The monthly meetings resolution was changed from prior years to move regular meetings from the second Wednesday to the second Monday. Workshops will continue to be held on the first Monday. Exceptions to this schedule are Labor Day which will be

on Wednesday September 6<sup>th</sup> and in place of a workshop on January 1<sup>st</sup>, which is New Years Day, the workshop will be held the following Wednesday. Regular Village Monthly Meetings will be held the second Monday at 7 pm with the exception of Monday October 9, Columbus day and Wednesday January 10<sup>th</sup> . All shall be held at the Village Municipal Center. Trustee Baker made the motion to approve all reorganizational resolutions and Trustee LeBaron seconded the motion, all in favor, resolutions passed. The full versions of all these reorganizational resolutions shall be posted on the village website.

A resolution was presented to the board as follows; WHEREAS, the following budget amendment is needed for the 2023 fiscal year general fund budget; Increase A.7140.100 Playground Rec Centers Personnel \$478.56 and A.2390.000 Joint Activity Other Governments \$478.56 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 Baker made the motion to approve the resolution and Trustee Drew seconded the motion, all in favor, resolution passed.

A resolution was presented to the board as follows; WHEREAS, a the following budget adjustments are needed for the 2023 fiscal year general fund budget; Increase A.1420.400 Law Contractual \$1,202.00, A.1620.100 Buildings Personnel \$450.00, A.1640.200 Central Garage Equipment \$8,400.00, A.7140.400 Playground Rec Contractual \$200.00 A.9730.608 BAN Dump Truck Principal \$4,000.00 and Decrease A.1660.400 Central Fuels Contractual \$8,000.00 A.1910.400 Unallocated Insurance \$3,000.00 and A.8989.400 Other Homes and Communities Grants \$3,252.THEREFORE, BE IT RESOLVED, that the Board of The Village of Schuylerville does hereby approve this resolution and authorizes the Treasurer to adjust the budget as stated and as outlined. Trustee LeBaron made the motion to approve the resolution, Trustee Baker seconded the motion, all in favor, resolution passes.

Presentation of the following invoices for approval of payment;

Newell and Klingebiel in the amount of \$1,8831.50

Adirondack Tissue invoice in the amount of \$336.30

Hoosick Valley Contractors in the amount of \$30,346.00

Trustee Colvin made the motion to approve payment of all three invoices, Trustee Baker seconded the motion, all in favor, payment approved.

Trustee Baker reported on the assessment of the tree that Ms. Cheney brought to the attention of the board at a meeting in January regarding the undermining of said tree due to erosion of the creek bank that runs through her property. This creek serves to carry off the water overflow from the retention ponds in Morgan's Run owned by the Village of Schuylerville. Supervisor Decker and Trustee Baker assessed the situation. The tree appears healthy, but Supervisor Decker has called in an arborist. If the tree is healthy, Ms. Cheney agrees it can remain, but the erosion will need to be addressed to avoid further problems. Upon discussing this matter with Trustee LeBaron and observing the situation on the other side of the bank on a neighboring property, large boulders were put in place to control the soil erosion from the creekbed and stabilize the banks. This could be a solution to the erosion on Cheneys end of the creekbed. Attorney Klingebiel stated that if the village water runoff is causing the problem, then it would be legal to do this work on private property. He suggested that before we commence work, we reach out to

our insurance company to see if this would be covered by them under our policy. Previous claims of this type have been covered in the past.

Trustee Colvin suggested a contract between us and Cheney that will allow us to go on her land to perform this work. Attorney Klingebiel will put together a temporary access easement for this situation. We will then need to have a contract with the resident that she will be responsible moving forward for maintenance on this issue. 69 Church is another location owned by Cheney (formerly owned by her mother) with a separate storm water runoff situation. During the Church Street sinkhole project, prior administration ran a pipe through her yard to transport stormwater. After this was done, whenever there is a high-water event, the basement floods. She is asking us to investigate this matter to see if the flooding is caused by some issue with that line. Trustee Baker asked if we could get a blueprint of the work done at the Church Street sinkhole to see if this could be related. Klingebiel asked that the records be searched for an easement for the work done at the Church Street sinkhole.

The Schuylerville Youth Center has submitted an application for a coin drop. Village Clerk Patterson stated that this date did not conflict with the restriction of every other week that the board had agreed on . Trustee Baker made the motion to approve the coin drop on June 3<sup>rd</sup> from 10 am to 2pm providing they are properly insured and follow the safety guidelines required by the village. Trustee Drew seconded the motion all in favor, coin drop approved.

#### PUBLIC COMMENT:

Leona Colvin stated that it is nice to see the full board in attendance.

#### APPROVAL OF VOUCHERS:

Trustee Baker made the motion to approve the general Fund vouchers in the amount of \$33,337.02 and the sewer fund in the amount of \$7,252.87 Trustee Colvin seconded the motion all in favor, vouchers approved.

#### EXECUTIVE SESSION:

Trustee Baker made a motion to go into executive session for a personnel litigation issue Trustee LeBaron seconded the motion at 7:57.

Trustee Baker made a motion to come back out of executive session at 8:16, Trustee LeBaron seconded the motion and the board came back out of executive session.

#### ADJOURNMENT

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

Recording Secretary

*Cory J Heyman*