

**Village of Schuylerville
Monthly Meeting Minutes
Monday November 13, 2023**

Present;

Mayor Carpenter

Trustee Baker

Trustee Colvin

Trustee LeBaron

Attorney Klingebiel

Village Clerk Patterson

Absent;

Treasurer Heyman

Trustee Drew

BOARD ANNOUNCEMENTS:

- Schuylerville Village Board Workshop Meeting Monday December 4, 2023, at 6:30
- Schuylerville Village Board Meeting on Monday December 11, 2024, at 7:00 pm at the Schuylerville Meeting Hall.
- The Schuylerville/Victory Board of Water Management will meet on Monday November 20th, at 6 pm at the Village of Victory Meeting Hall
- The Village of Schuylerville Planning Board will be holding a public hearing on Monday November 20^h at 6:30 pm at the Schuylerville Meeting Hall.

BOARD COORESPONDENCE

MINUTES:

Trustee Colvin made the motion to approve the minutes from the regular meeting on October 1, the public hearing on October 23 and the workshop meeting on November 6, Trustee Baker seconded the motion, all in favor minutes approved.

TREASURER'S REPORT:

General Fund Statement balance	\$129,144.52
Sewer Now Statement Balance	\$207,341.37
Trust and Agency	\$13,467.69
General Fund Money Market	\$1,354,053.54
Sewer Fund Money Market	\$316,743.42

Memorial Day

\$2,363.39

***General Fund money market interest this month \$6,585.22 sewer fund money market \$1,342.10

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

Mayor Carpenter gave a brief summary of the current work being completed by the DPW.

- CODE ENFORCEMENT

Building Codes Enforcement Officer Adam Myers submitted his report which Mayor Carpenter read aloud. This included the building permits issued that month as well as a court appearance summons that was issued to the owner of 43 Saratoga Street for not complying with multiple orders to remedy. The court date is set for December 12, 2023 at 9 am.

- FIRE DEPARTMENT

Trustee Colvin read from the chief's report listing the number of calls and the members responding. He mentioned as well, the participation of the fire department in the search for the missing girl in Moreau State Park.

- WASTEWATER TREATMENT PLANT

WWTP Operator Sherman was present at the previous workshop. Mayor Carpenter summarized the report given at that meeting. The plant is running well. There was ongoing discussion regarding the issues that we are experiencing with extreme grease clogging the infrastructure across from Fort Hardy at the pump station. Mayor Carpenter has spoken with the owner of the business that is suspected of being the source of the grease. We are waiting to hear back from the owner as to what he intends to do to remedy this issue. Trustee Baker summarized the work completed by Rural Water when they came out to video the lines that comprise the storm water management for the area surrounding Carol Cheney's property. The tech determined that all the infrastructure was clean and in excellent working condition. The tech stated that if anything the drainage installed by the village is helping to divert any runoff.

Mayor Carpenter asked Trustee LeBaron to report on the findings by the engineer regarding the retention pond at Morgan's run. The engineer, Ken Martin, stated that the pond has never breached its sides. The only issue that he found with the pond was that the fabric holding in the rip rap (large stones designed to support the banks around the pond) had torn and the stones had fallen down the other side of the retention pond. The walls are still intact all around the pond. The only repairs that we will need to do are to replace the fabric and reinstall the stones that support the bank. There was additional discussion regarding the possibility that the waters that are currently pooling at the cemetery at the monument might be getting diverted to the stream that runs by the ponds. Cheney asked why the water could not be diverted to another stream that runs down from that area. Mayor Carpenter stated that the Village of Schuylerville has no control over the situation as the areas that are being addressed are not within the village limits.

- HISTORIAN/VISITORS CENTER

Historian Saddlemire submitted her report consisting of one family history, one photograph inquiry and a water inquiry.

- **PLANNING BOARD**

Minutes are available for review on the public hearing and planning board meeting that was held on October 16th. Mayor Carpenter summarized the minutes stating that the planning board continues to work on the forms needed to be adopted to review and approve forms/applications to submit to village board for approval and adoption into Zoning Code: After review of drafts and discussion of suggestions taken from other municipalities' websites, with a particular focus on Signs/Signage for businesses, it was determined to table until next month's meeting; giving the board members additional time for input. Application fees for new forms/applications are also still being reviewed.

There is an application to open a convenience store at 78 Broad Street. The application was rejected because the information was incomplete and inconsistent as per the Village Zoning Code. Village Clerk Patterson stated that she has not received notice from the state that this business intends to sell CDB. There may be a need for a special use permit in the historic district depending on the square footage of the business and if there was to be construction on the interior of the building. CEO Myers will follow up. There have been inquiries into the possibility of a new restaurant coming into the former Geppetto's space but no official application has been received. Village Clerk Patterson received notice that there has been an application with NYS for a cannabis dispensary. No application has been received by the village to date.

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

Mayor Carpenter stated that there are minutes. They are handwritten over an agenda but are all we have at this point and as we are not lead agency we are not responsible or able to provide these.

PUBLIC COMMENT;

Linda Lloyd asked how many dispensaries the village will allow. Attorney Klingebiel stated that a municipality may not enact any law that would prevent these businesses from opening.

Patricia Smola advised the board that the light is out on the corner of Schuyler Island Drive and Route 29. Trustee LeBaron stated that he has seen crews working in that area.

Pat Smola stated that at 3:47 there was a strange man walking up to the porch. Turned out that he was delivering an amazon package. Attorney Klingebiel stated that due to the new amazon warehouse in Greenwich, this might become a common situation.

OLD BUSINESS;

Update on sewer line relocation engineering timeline. We are expecting to hear from Barton and Loguidice by the end of the month to form a schedule for the sewer line replacement at the location of the manhole overflow.

NEW BUSINESS;

Trustee Baker stated that he has reached out to Matts towing to see if he would be interested in contracting with us to enforce our new parking laws as well as the alternate parking that we have been unable to enforce as F&D towing was unable to continue to provide this service. There will be a grace period in the first week to warn people. This will be done by the village trustees who will be placing warning notices on any non-compliant vehicles. This new law is supposed to take effect on December 1, but there might be a delay as we have not yet received the street signs we will need to ensure that village residents are fully aware of the new parking restrictions. All seasonal parking laws will be enforced with or without snowstorms.

A resolution was presented regarding some light fixtures in the The Veteran's Memorial Park. The resolution read as follows, "On Village property known as, "The Veteran's Memorial Park" the Village of Schuylerville Board of Trustees states the following light inventory;

- Three poles 8-1, 8-2 and 8-3 with lights connect to Pole #9
- Type of light: Attached to a photocell. Turns "on" dusk to dawn
- Wattage: Will require 20 watt LED
- Billing account: OUTDOOR LIGHTING account #78552-94108

NOW THEREFORE BE IT RESOLVED, that the Board of trustees of The Village of Schuylerville does hereby approve this resolution stating ownership and responsibility of these lighting fixtures in the Veterans Memorial Park in Schuylerville. Trustee Baker made the motion to approve the resolution, Trustee LeBaron seconded the motion, all in favor resolution approved. On a side note, Village Clerk Patterson noted that the repairs to these fixtures will be done by National Grid.

The Village of Schuylerville has been awarded a \$10,000 matching Greenway Grant to update our comprehensive plan. We have a proposal from Tracey Clothier to contract with the village to update our plan in the amount of \$20,000. This will require a \$10,000.00 contribution from the village. Trustee Baker made the motion to approve the contract, which he read aloud to the board. Trustee LeBaron seconded the motion, all in favor, contract approved. Mayor Carpenter stated that the next step will be to create a comprehensive plan committee so that we can begin to move forward.

A resolution was presented to amend the budget to post funds to the appropriate accounts to support the contract with Clothier to update the comprehensive plan. This resolution proposes to increase accounts A.2372.000 Planning Services Other Governments \$10,000 and Fund balance Unreserved \$10,000 and to post funds to expenditure line A8989.400 Community Services Contractual in the amount of \$20,000.00. Trustee Baker made the motion to approve the resolution, Trustee Colvin seconded the motion, all in favor resolution passed.

The board discussed adopting a deferred compensation plan to assist in recruiting and retention of employees of the village. Trustee Baker read from the resolution as follows; WHEREAS the Village of Schuylerville wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and; WHEREAS the Village of Schuylerville is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law and; WHEREAS the Village of Schuylerville has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Village of Schuylerville providing eligible employees with a convenient and

tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement; * A local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law includes: a county, city, town, village or other political subdivision as defined in Section 131 of the retirement and Social Security law or civil division of the State; a school district or other governmental entity operating a public school, college, or university; a public improvement or special district, a public authority, commission, or public benefit corporation; or any other public corporation, agency or instrumentality or unit of government which exercises governmental powers under the laws of the State. NOW, THEREFORE, it is hereby:RESOLVED, that the Village of Schuylerville hereby adopts the Plan for the voluntary participation of all eligible employees; and it is further RESOLVED, that the appropriate officials of the Village of Schuylerville are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission. Trustee Baker made the motion to approve the resolution, Trustee LeBaron seconded the motion, all in favor, resolution approved. Village Clerk Patterson stated that there is a meeting scheduled for Wednesday with a representative from Deferred Comp.

Village Clerk Patterson reported on the insurance walk through. She credited Trustee Baker with encouraging her to reach out to our broker at Amsure to let them know that we would like to receive more services from them. She stated that this has had a very positive result as we have received some excellent input as pertains to some minor safety issues and have also been provided with some excellent free training in various subjects. The WWTP was reviewed by a safety specialist as well as the DPW, the water plant, the firehouse and the village office and hall. This was coordinated and facilitated by Village Clerk Patterson. Trustee Colvin asked if we could add the new digital sign to the insurance policy. Village Clerk Patterson stated that she would reach out to the insurance company this week.

A resolution to transfer funds was presented as follows; Increase A.1620.100 Buildings Personal Service in the amount of \$150 and A.1380.400 Fiscal Agent Fees in the amount of \$25 and decrease A.1620.400 in the amount of \$175. Trustee Colvin made the motion to approve the resolution, Trustee Baker seconded the motion, Mayor Carpenter yes, Trustee LeBaron abstained as the increase was for the personnel line for his wife's position with the village. Votes were as follows 3 yes one abstain, resolution passes.

The appointment of Joseph Sheloski to the position of probationary fire fighter for the Schuylerville fire department was presented for board approval. Although he currently has no experience in firefighting, he has shown enthusiasm to participate. He lives in Northumberland. He was recommended for this position by his guidance counselor at Schuylerville High School. Schuyler Hose Company voted in support for him. Trustee Baker accepted the appointment and Trustee LeBaron seconded it, all in favor, appointment approved.

Mayor Carpenter announced that Beth Woodard has resigned from her position on the planning board. Mayor Carpenter recommended that Patricia Smola be moved up from her position as alternate planning board member to the full planning board member position. Trustee Baker made the motion to approve the move up and Trustee LeBaron seconded the motion, all in favor.

PUBLIC COMMENT;

Linda Lloyd asked if there are grants available for residents who need to replace lead water lines. Trustee Baker stated that this should be a waterboard responsibility. Attorney Klingebiel noted that for the same reason that the village cannot assist Ms. Cheney in her stormwater issue, the village at this point cannot fund the replacement of any lines that run from our infrastructure to the residents' homes. This is being reviewed at this time to attempt to make an exclusion for this particular mandated but not funded issue. He advised that usually these types of grants require that the homeowner not sell the home for a certain period of time after the grant is awarded. If they do sell before the period of time agreed upon in the grant, a pro-rated portion of the grant will need to be repaid to the grantor.

APPROVAL OF VOUCHERS:

Trustee Baker made the motion to approve the A fund voucher total of \$ 128,532.32 and the G fund voucher total of \$ 32,065.86. Trustee Colvin seconded the motion, all in favor vouchers approved.

ADJOURNMENT

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

Recording Secretary,

Cory Heyman