

**Village of Schuylerville
Monthly Meeting Minutes
Monday October 7, 2024**

Present;

**Mayor Carpenter
Trustee Baker
Trustee Colvin
Trustee LeBaron
Treasurer Heyman
Attorney Klingebiel**

Absent

Trustee Drew

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management meeting will be held on Monday October 17th at 6:00 pm in the Victory Meeting Hall.
- Schuylerville Village Workshop Meeting Monday November 4th at 6:30 pm at the Schuylerville Meeting Hall.
- The Village of Schuylerville Regular Monthly Meeting will be held on Wednesday November 13th at 6:30.
- The Schuylerville Planning board will meet on Monday October 21st at 6:30 pm at the Village of Schuylerville meeting hall.
- New York Forward Local Planning Group Workshop #5 Thursday October 17th at 6pm at the Town of Saratoga meeting hall.

****dates for the NY Forward program are listed on the Village of Schuylerville website as well as on schuylervillenyf.com

BOARD COORESPONDENCE

MINUTES:

Trustee Baker made the motion to approve the minutes from the September regular meeting, Trustee Colvin seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT:

General Fund Statement balance	\$155,344.21
Sewer Now Statement Balance	\$103,605.26
Trust and Agency	\$16,418.99
General Fund Money Market	\$1,408,667.32
Sewer Fund Money Market	\$322,995.68
Memorial Day	\$1,863.39

General Fund Money Market Interest \$5,738.31 Sewer Money Market Interest \$1,315.72

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

- CODE ENFORCEMENT

There was no report from Adam Myers. Mayor Carpenter updated the board on the situation with the fence on Broad Street that is owned by Gary Robinson. Mr. Robinson has been informed that he must replace the fence. A second notice will follow.

- FIRE DEPARTMENT.

Firefighter Wesley Wahl was recognized for completing 40 years of service. The full report is available on the Schuyler Hose page of the village website.

- WASTEWATER TREATMENT PLANT

WWTP Operator Sherman reports that all is running well at the plant.

- HISTORIAN/VISITORS CENTER

Historian Saddlemyre submitted her report. This weekend will be Siege Weekend with several interactive experiences that will be offered in Fort Hardy Park and at the Champlain Canal Region Gateway Visitor's Center. There will also be theatre productions at the Saratoga National Park.

- PLANNING BOARD

The board did not meet in September.

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

The minutes from the last water board meeting were made available at this meeting and will be posted on the village website. Mayor Carpenter mentioned that there will be an emergency meeting Wednesday October 9th at 6:30 at the Schuylerville Village Hall to discuss the water line replacement for the lines servicing those outside users on North Broad.

- ZONING BOARD OF APPEALS

PUBLIC COMMENT:

OLD BUSINESS:

Attorney Klingebiel stated that Chris Moore, outside user with extreme delinquency on his sewer bill, did not show up at court. The judge allowed a judgement for just under \$5,000.00 which is now a lien against the house. Attorney Klingebiel feels that the bank will most likely add this to the principal on his home. To sue for the entire amount, we would need to move it to a higher court, causing the village to incur legal fees that would most likely exceed the amount received. Attorney Klingebiel stated that if Mr. Moore continues to fail to pay, we will just repeat this process on an annual basis.

NEW BUSINESS:

There will be Comprehensive plan meeting on Thursday October 10th at 4pm. At this meeting we will be reviewing draft 3, visions and goals, the community profile and discussing public meeting dates and content. Once this plan has been brought to the public, we will be able to move forward with adoption.

The LPC will be reviewing the proposed projects with any revisions or withdrawals and will vote on whether these projects should be submitted to the state. This meeting will take place on October 17th at 6pm at the Town of Saratoga Town Hall.

The board reviewed the proposed Credit card Policy at the previous workshop meeting. The policy has been reviewed by Attorney Klingebiel with no issues. The policy reads as follows; The Village will be in possession of one credit card in the name of the Village, The Village Treasurer shall be the sole authorized user. The credit card account will be audited monthly by the Village Clerk and the receipts and statements reviewed monthly by the board of trustees.

The card will be in the custody of the Village Treasurer.

Any Department Manager unable to obtain goods or services needed for proper municipal use from a vendor shall complete and forward a purchase request to the Village Treasurer, who then will order the item(s) and/or goods with the specified vendor. Such purchase request shall include contact and account information of the vendor as well as item/make/model numbers, quantity, price, size and any other information needed of the item requested. The credit card will remain in the custody of the Village Treasurer and will not be signed out. No personal purchases may be made with the card. Trustee Baker made the motion to approve the credit card policy, Trustee LeBaron seconded the motion, all in favor, policy approved.

Mayor Carpenter asked if there were any questions regarding the proposed local law prohibiting parking on Ferry Street from Broad to Green at any time. The timing of the public hearing was discussed. Trustee LeBaron asked if enforcement would continue to be the responsibility of the board of trustees and the DPW, Mayor Carpenter confirmed that the enforcement would continue as it has been implemented in the past. The sewer billing goes out on November 1st, this will

allow for appropriate timing for noticing the public. Additionally, there will be a public notice in the Post Star.

There was an application for a gathering permit for the annual Veterans 5k race application on November 2nd. Included in the application was the certificate of insurance as required by the Village of Schuylerville for any gathering in the park. Trustee Baker made the motion to approve the gathering permit application, Trustee Colvin seconded the motion, all in favor, application approved.

The Easton resident who has requested to purchase a small portion of land owned by the village has been advised that he must have a survey done of his current lot in order to change the property line. Attorney Klingebiel advised that the village board must determine that the property is no longer needed by the municipality and to decide what would be a fair and adequate consideration. Once the survey has been completed, an assessment should be made as to the fair market value of the land he wishes to purchase.

Mayor Carpenter confirmed with the board that all members present have viewed the slab installed by the DPW between the road and the sidewalk at 16 Church Street. The resident at 16 Church street was very happy with the resulting graduating grade elevation and stated that the slab installed made for a much easier transition from the sidewalk to the road. This was installed to address the issues expressed by some residents regarding the difference in height between the sidewalks and the new curbing.

Mayor Carpenter stated that he has reached out to Chairman Drew of the Schuylerville Victory Board of Water Management to confirm that there will be a resolution drafted to state for the record the amount that the water board is willing to go out to bond for and that the Village of Schuylerville will be reimbursed as is the case currently with the Village of Victory, who was the entity that incurred the debt for the last bond for the SVBOWM. This is necessary, as being a joint water district, SVBOWM cannot incur debt. Bonds need to be taken out by one of the villages. Since the last bond was taken out by the Village of Victory, it is the Village of Schuylerville's turn to do so. There will be a joint meeting on October 21 to determine the amount and to clarify the responsibilities of the water board to reimburse the payments.

The owner of 65 Pearl Street, Ken Marks, submitted a request for reimbursement for sidewalk replacement. There were three quotes from legitimate contractors. Trustee Baker made the motion to approve 50% reimbursement up to \$1,500.00, Trustee LeBaron seconded the motion, reimbursement approved.

Chief Myers asked Trustee Colvin to inquire as to whether the village is allowed give away a fire truck and equipment that is not being used. Schuyler Hose would like to help a fire company in South Carolina that was wiped out entirely. Attorney Klingebiel stated that if it is no longer needed for a municipal purpose and has been determined to have no value, they can assess a fair and adequate value of ten dollars and sell it for that price. Trustee Baker made the motion to approve the sale of fire equipment that is no longer needed to the North Caroline Fire Department, Trustee LeBaron seconded the motion, all in favor.

Trustee Baker made the motion to hire Jamie Nevins-Porter for the full-time position of village clerk, Trustee Colvin seconded the motion, all in favor hiring approved.

PUBLIC COMMENT:

APPROVAL OF VOUCHERS:

Trustee Baker made the motion to approve the A fund vouchers presented in the amount of \$64,886.95 and the G fund vouchers presented in the amount of \$2,859.87, Trustee Colvin seconded the motion, all in favor.

ADJOURNED

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

Recording Secretary,

Cory Heyman