

**Village of Schuylerville
Monthly Meeting Minutes
Monday, April 14, 2025**

Present;
Mayor Carpenter
Trustee Baker
Trustee Campbell
Trustee Colvin
Attorney Klingebiel
Treasurer Heyman
Village Clerk Porter

Mayor Carpenter welcomed our newly elected Trustee Michelle Campbell.

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management meeting will be held on Monday April 21st at 6:00 pm in the Victory Meeting Hall.
- Schuylerville Village Workshop Meeting Monday May 5th, 2025, at 6:00 pm at the Schuylerville Meeting Hall.
- Schuylerville Village Monthly Meeting Monday May 12, 2025, at 6:00 pm at the Schuylerville Meeting Hall.
- The Schuylerville Planning Board will meet on Monday April 21st at 6:30 pm at the Village of Schuylerville meeting hall.

Dustin Hall from Amsure presented on Schuyler Hose Insurance. He went through the policy renewal and broke down the coverage on the engines and equipment as well as liability for all firefighters. He noted that we have opted to upgrade to a more comprehensive cancer coverage plan. There are portions of the plan that cover the timeframe between getting a call and arriving at the station. Policy includes 1 million coverage and a 2-million-dollar umbrella.

BOARD CORRESPONDENCE:

MINUTES:

Trustee Baker made the motion to approve the minutes from the March regular meeting as well as the March 31st workshop. Trustee Colvin seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT:

General Fund Statement Balance	\$188,269.15
Sewer Now Statement Balance	\$85,834.39
Trust and Agency	\$7,654.46

General Fund Money Market	\$1,054,565.32
Sewer Fund Money Market	\$502,519.46
Memorial Day	\$1,363.39

General Fund Money Market interest \$3,628.39, Sewer Fund Money Market earned \$1,745.03

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS
- CODE ENFORCEMENT
- FIRE DEPARTMENT

Lieutenant Ray Carr received a service award for 20 years of service and Firefighter Travis Holcolm for 10 years of service. Mayor Carpenter read the report. This is also available on the website on the Schuyler Hose page.

The following fire department appointments were presented to the board for approval:

Chief- Brian Myers

Assistant Chief- Robin Decker

Captains- Matthew Derway and Mark Wells

Lieutenants-Ray Carr, Laurie Scheuing, Paul Chojnacki,

Safety Officer- Mike Barron

Trustee Baker made the motion to approve the elected officers, Trustee Colvin seconded the motion, all in favor, officers approved.

- WASTEWATER TREATMENT PLANT

There were some issues at the Victory Pump Station which will require a possible upgrade to the current system. The drive does not properly signal the pumps alternate during a high-water event. This causes WWTP Operator Sherman to come into the physical location to manually turn the pumps on and off. Sherman will be getting estimates to replace these drives. Barton and Loguidice will be working on sending in another application for the sewer line relocation grant. Mayor Carpenter stated that he expects a much lower cost for this application as they should only need to add the alternatives that should have been included in the original application.

- HISTORIAN/VISITORS CENTER

Mayor Carpenter read the historian's report.

Several events were listed including April 26th volunteer park cleanup day and May 3rd and 4th Knots Trail Day Symposium. Mayor Carpenter took the opportunity to thank Town of Saratoga DPW Supervisor Ryan Campbell for his assistance in the resurfacing of the Tow Path Road.

- PLANNING BOARD

Planning board chair Mike Patterson was present to give a report. He stated that there was a sign application from Arrow Bank (formerly Glens Falls National) the application for the main sign

was denied as it exceeded the zoning size restrictions. It will need to go on to review by the zoning board of appeals.

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

SVBOWM Chairman Bryan Drew was present to give the water board report. He stated that there was a leak at the Victory plant that caused an issue with the electronics. We are currently only running on the Schuylerville Plant. He stated that this was estimated to be a \$1,200.00 repair and would need board approval. Mayor Carpenter informed Chairman Drew that Commissioner Hughes had resigned. Drew stated that he has been having issues accessing his email. It was suggested that he could use his Gmail account for future communications. Mayor Carpenter informed him that he has asked Ryan Campbell to step into the open position on the board and that this will be presented for approval by the board at this meeting. Chairman Drew was pleased, as Campbell is also licensed to work on water lines. The newly elected mayor of Victory, Corey Helwig, is committed to ensuring that the Victory DPW all receive the necessary training to work on water lines. Mayor Carpenter also announced that the water clerk resigned, and the books are now back in the Schuylerville office.

- **ZONING BOARD OF APPEALS**

A form was presented to the board for review for application for a zoning variance. To date we have not needed one, as there have not been any applications for a zoning variance. Attorney Klingebiel has reviewed this form and has no issues with it. It was noted that the form did not contain a section for applying for a variance regarding a sign. It was decided that if this were added to the form, it would be acceptable. Attorney Klingebiel cautioned the board regarding granting applications for signage in excess of the zoning restrictions. He stated that it sets a precedence for others to apply for a variance and their application is denied, the Village of Schuylerville could be subject to a selective enforcement action.

PUBLIC COMMENT:

OLD BUSINESS

The board, over the past three months has been reviewing quotes for a new recycling trailer. The selected trailer is the HD aluminum Trailer for \$14, 040. Trustee Baker made the motion to approve the purchase, Trustee Campbell seconded the motion, all in favor, purchase approved.

NEW BUSINESS:

A resolution to adopt the 2026 General Fund and the 2026 Sewer Fund Budget was presented to the board. Trustee Baker made the motion to adopt the budget, Trustee Colvin seconded the motion, all in favor, budgets adopted.

The board discussed the next steps for review of the water IMA. One idea that is being considered is that the Town of Saratoga would like to become a water district. This would be very beneficial for the water district, as the Town of Saratoga would be able to relevy unpaid utilities.

A resolution was presented to adopt the newly updated Comprehensive plan, Mayor Carpenter stated that there was extensive public outreach throughout the entire process and that he felt it

was a sound plan. Trustee Colvin thanked the committee members that were present, Leona Colvin and Linda Lloyd as well as Mayor Carpenter. Trustee Colvin made the motion to accept the comprehensive plan, Trustee Baker seconded the motion, all in favor, plan adopted.

A resolution to approve application to the EBA Grant was presented to the board. The village received a quote from Clothier Associates to apply for this grant for \$2,000.00. Mayor Carpenter read from the resolution as follows:

**RESOLUTION TO APPROVE THE APPLICATION
FOR THE 2025 ENVIRONMENTAL BOND ACT MUNICIPAL PARKS AND
RECREATION GRANT PROGRAM**

WHEREAS The Village of Schuylerville supports filing an application for funding for improvements to Fort Hardy Park. Funding through the NYS Office of Parks, Recreation & Historic Preservation Environmental Bond Act Municipal Parks and Recreation Grant Program. This grant program will help provide funding for the construction of a multi-phase trail network within Fort Hardy Park. The project aligns with the Village's 2022 Fort Hardy Park Master Plan and the Village of Schuylerville 2025 Comprehensive Plan Update. This capital project includes the following four interconnected components:

- 1. Waterfront Memorial Trail – Phases I & II - ADA-accessible looped trail featuring three historic interpretation nodes, seating, and river overlook decks.**
- 2. Woodland Loop Connector Trail - Stonedust pedestrian path linking the North Park Extension and new Sports Complex to the dog park and gardens.**
- 3. Boardwalk Trail Around Stormwater Basin - Elevated boardwalk with railings and ecology-themed signage, crossing the stormwater basin in the North Park Extension.**
- 4. Trail Connection to Community Core - Hardscape trail linking the central park area with picnic groves, the amphitheater, and nearby parking.**

The total project cost is estimated at \$1,060,450. The Village is requesting a grant in the amount of \$960,000 and pledges to provide a cash match of \$100,450.

Trustee Colvin asked if the Village of Schuylerville could investigate getting more infrastructure grants. Mayor Carpenter stated that we are currently working on a grant for the sewer line relocation and that we hope to be receiving the USDA grant for the Phase one water line replacement of the main on Ferry and Broad. He agreed that we will need to continue to seek funding for infrastructure.

Trustee Campbell asked where the village would be getting the funds from. Mayor Carpenter stated that the village had sufficient fund balance to provide the matching funds.

Trustee Baker made the motion to approve applying for the grant, Trustee Colvin seconded the motion, all in favor, application approved.

A resolution to transfer funds was presented as follows:

WHEREAS, the following budget adjustment is needed to add funds to the following accounts, **Increase** A.8160.100 Refuse and Garbage Personnel \$4,000.00, A.9060.800 Hospital and Medical Insurance \$12,000.00, A.9035.800 Medicare \$270.00, A.3620.400 Safety Inspection Contractual \$1,028.00, A.1910.400 Unallocated Insurance \$1,287.94, and **Decrease** A.5142.100 Snow Removal Personnel \$1,650.68, A.1660.400 Central Fuels \$9,515.52, A.8010.400 Zoning Contractual \$1,000.00, A.5182.400 Street Lighting Contractual \$3,000.00, A.8140.100 Storm Sewers Personnel \$419.74, A.1680.400 Central Data Contractual \$2,000.00 and A.1620.400 Buildings Contractual \$1,000.00

Trustee Baker made the motion to approve the transfers, Trustee Colvin seconded the motion, all in favor, transfer of funds approved.

An invoice from Williamson Law was presented for approval in the amount of \$1428.00. Trustee Baker made the motion to approve payment, Trustee Campbell seconded the motion, all in favor, payment approved,

The Schuylerville Youth Center applied for permission to do a coin drop on May 31st from 9am to 3pm. Trustee Colvin made the motion to approve the coin drop, Trustee Baker seconded the motion, all in favor, coin drop approved. The American Legion applied for a parade permit on May 26th from the Legion to the Veterans Memorial Park.

The copier that the village has been leasing from Canon no longer has a scan to email function. Village Clerk Porter reached out to find out what it would cost to buy out the contract and was told it would be \$3,000.00. As this is nearly three times the amount of just finishing out this year, Treasurer Heyman recommends just finishing out the contract. She and Village Clerk Porter went to Best Buy to look at printers. The Brother Scanner Printer for \$499.00 seemed to be the best deal for the price. Trustee Baker made the motion to approve the purchase of the copier scanner, Trustee Colvin seconded the motion, all in favor, purchase approved.

Trustee Colvin approved up to \$1,000 for 6 electronic tablets for use for the board at meetings to save on printing costs, Trustee Baker seconded the motion, all in favor, purchase approved.

Trustee Baker made the motion to accept the resignation of Commissioner Michael Hughes from the water board, Trustee Colvin seconded the motion, all in favor, resignation accepted. Trustee Baker mentioned that Michael Hughes served many years and was a tremendous asset to the water board with the wealth of knowledge he provided throughout his tenure.

Trustee Baker made the motion to accept the nomination of Ryan Campbell to the water board to fill the remaining term of Commissioner Hughes. Trustee Baker feels that we will be gaining a very valuable member, as Campbell has extensive experience in water repairs, Trustee Colvin seconded the motion, Trustee Campbell abstained, as this is a paid position. Mayor Carpenter, aye, motion passes. Appointment approved.

Trustee Baker made the motion to accept the resignation of building inspector Adam Myers, Trustee Colvin seconded the motion, all in favor, resignation accepted.

PUBLIC COMMENT:

Patricia Smola inquired as to the status on the open building inspector position. Mayor Carpenter stated that he was in the process of interviewing candidates and that he would keep the planning board informed.

APPROVAL OF VOUCHERS:

Trustee Baker made the motion to approve the A Fund vouchers in the amount of \$ 26,294.79 and the G Fund in the amount of \$ 2,959.68 Trustee Colvin seconded the motion, all in favor, vouchers approved.

ADJOURNMENT

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

Recording Secretary,

Cory Heyman