

**Village of Schuylerville
Monthly Meeting Minutes
Monday, June 9, 2025**

BOARD ANNOUNCEMENTS:

- Schuylerville/Victory Board of Water Management meeting will be held on Monday June 16th at 6:30 pm in the Victory Meeting Hall.
- Schuylerville Village Workshop Meeting Monday July 7, 2025, at 6:00 pm at the Schuylerville Meeting Hall.
- Schuylerville Village Monthly Meeting Monday July 14th, 2025, at 6:00 pm at the Schuylerville Meeting Hall.
- The Schuylerville Planning Board TBA

BOARD CORRESPONDENCE:

Cassandra Wilusz addressed the board concerning a stormwater issue at 135 Pearl Street. She stated that upon moving to the property in 2018, she installed a French drain around the foundation to manage water runoff. Since then, paving has been done, but it does not account for stormwater coming off the village municipal building and alleyway. The water creates a "river" that flows into her parking lot, washing it out and entering her basement. Gutters recently installed on the village municipal building are not piped to a storm drain but directly to her parking lot. She noted that a newly installed sidewalk also directs water to her parking lot due to the absence of a storm drain. Paving companies informed her that resurfacing would not resolve the underlying issue of village stormwater runoff impacting her property. She asserted that it is the village's responsibility to prevent impedance on her property from stormwater. Her attorney has been consulted on the matter. The closest storm drain is located on Pearl Street. She emphasized that the issue is evident and is causing severe deterioration to her property, stating that a storm drain needs to be installed. The board acknowledged the issue and discussed addressing the gutter problem quickly as an interim solution to provide some relief. The larger issue of water flow from the sidewalk will require a more substantial, costly process, including a Request for Proposal (RFP). Ms. Wilusz reported that her French drain cannot keep up with the volume of water coming off the hill, leading to her foundation crumbling. It was noted that the gutter water and other runoffs converge at the back corner of her house. A proposed plan involves trenching from that corner, connecting the gutter, and piping it directly to the storm drain, which is intended to buy time. A board member expressed the desire to officially acknowledge that the water originates from village property. Another board member clarified that if the water originates from Route 29, it is the state's (DOT) responsibility, not necessarily the village's. The village intends to partner with DOT to find a solution. Historical information indicates that the original water flow was directed to the Pearl Street drain, and no prior flooding

reports from former residents were on record. Discussion included temporary measures such as a rubber berm (questioned due to DOT jurisdiction on Route 29.) The board plans to contact DOT to evaluate the situation, especially during rainfall, and to reach out to Rural Water, though their services can be slow. An immediate temporary fix suggested was building up an area in the alley, which is village right-of-way, with crushed stone to redirect water down the sidewalk. The idea of placing another storm drain closer to the property was discussed, with considerations for existing green space mitigation and high groundwater levels. The need for an engineer's assessment was highlighted, as multiple water sources (road, building runoff, rain) contribute to the problem. A suggestion was made to pipe into an existing, possibly smaller, drain on the building's side. The focus for village action is on mitigating water runoff from the building and paved areas. The board agreed on these immediate next steps: building a berm with stone, contacting DOT and Rural Water for evaluation, and initiating contact with an engineering group. Full engineering will depend on DOT's response regarding work within their right-of-way. The board also suggested a flex pipe to divert gutter water. The board confirmed they had previously inspected the site after a workshop. The board committed to keeping Ms. Wilusz informed.

MINUTES:

Trustee Baker made the motion to approve the May 12 regular meeting minutes as well as the June 2 workshop minutes, Trustee LeBaron seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT:

General Fund Statement Balance	\$104,572.27
Sewer Now Statement Balance	\$171,436.02
Trust and Agency	\$4,483.65
General Fund Money Market	\$931,298.05
Sewer Fund Money Market	\$250,285.40
Memorial Day	\$1,363.39

General Fund Money Market interest \$3,288.41, Sewer Fund Money Market earned \$859.86

DEPARTMENT AND COMMITTEE REPORTS:

- DEPARTMENT OF PUBLIC WORKS

The recycling trailer that was recently purchased is at the fabricators getting a top installed. The culvert on Clancy Street mentioned in the workshop minutes has been replaced. There was some discussion regarding the responsibilities of the DPW as concerns water repairs. Two more DPW members from Schuylerville will be taking courses to obtain their class D water licenses. It was discussed that to relieve Supervisor Decker from having to be on call year-round 24/7, these members should take on some on call time and that there should be some financial compensation

for this. It was also discussed that the water board should have a contractor on retainer for emergencies.

The possibility of paving Towpath Road was discussed. Ryan Campbell suggested grinding the millings from this year's paving project and using them to help to firm up the surface of the road. This is also a great way to re-use materials that would otherwise be discarded.

- CODE ENFORCEMENT

Mayor Carpenter has been working with the Mayor of Stillwater to work out the details of the proposed shared agreement for Fire inspector and Building codes officer services. Treasurer Heyman asked Attorney Klingebiel if the village will need to pass a local law to create a fee schedule for fire inspections. He confirmed this,

- FIRE DEPARTMENT

No report

- WASTEWATER TREATMENT PLANT

Village Clerk Porter stated that Sherman had reported large amounts of water running through the plant.

- HISTORIAN/VISITORS CENTER

No report.

- PLANNING BOARD

Minutes are available for review

- SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Ryan Campbell, water board commissioner, reported that the change order for the repair on North Broad was approved. Mayor Carpenter stated that he would like to work with Victory and the water board to review the IMA.

- ZONING BOARD OF APPEALS

PUBLIC COMMENT

OLD BUSINESS

NEW BUSINESS

The clothing allowance for DPW has been historically set at \$150. This was the amount that was approved at the reorganizational meeting in May. The board decided to amend the resolution setting this amount to \$200 due to the cost increase in safety shoes, which is the main use of these funds. Trustee Baker made the motion to approve the increase for clothing allowance, Trustee Campbell seconded the motion, all in favor, increase approved.

The Saratoga Seniors applied for their annual funding from the Village of Schuylerville. They provided receipts for expenditure from the previous year. Trustee Baker made the motion to

approve the reimbursement to the seniors, Trustee LeBaron seconded the motion, all in favor, reimbursement approved.

The NY Forward award and next steps were discussed. Mayor Carpenter asked the board to think of qualified people in the community that would be interested in serving on the Community Center Committee. He has reached out to DOT to find out next steps in the canal crossing project.

Village Clerk Porter provided quotes for a laptop. They were the same machine from three different vendors. The one from Best Buy was the best price. Mayor Carpenter noted that if we purchase from Best Buy, he can get a much better warranty plan. \$549.00 was the least expensive of the three quotes. The expenditure had been approved at the previous workshop.

Battenkill Barnstormers applied for a permit for a coin drop on 6-29-2025. Trustee Baker asked if the date was available. This was confirmed. Trustee Baker strongly reiterated that no minors may collect. Under these conditions he made the motion to approve the coin drop. Trustee Campbell seconded the motion, all in favor coin drop approved.

Resolution to transfer funds read as follows;

WHEREAS, the following budget adjustment is needed to add funds to the following accounts

Increase A.1210.100 Mayor Personnel \$.01, A.1410.100 Law Personnel \$220.00, A.5182.400 Street Lighting Contractual \$1,102.76, A.7140.400 Parks and Rec Contractual \$5,646.72, A.8160.400 Refuse Contractual \$392.23, A.8989.400 Home and Communities Grants Cont. \$2,000.00 and A.8020.400 Planning Board Contractual \$ 210.00.

Decrease A.1910.400 Insurance unallocated \$,3265.00 A.1660.400 Fuels Contractual \$3,751.84 A.1680.400 Central Data Contractual \$997.14 A.5110.100 Streets Personnel \$1,557.74

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 transfer, Trustee LeBaron seconded the motion, all in favor, transfer passes.

The following invoices were presented for approval:

Tracey Clothier \$2,000

Hiram Hollow invoices \$613.78, 504.28 & 508.60 total \$1,626.66

Curtis Lumber invoices \$593.21, \$6.49, \$6.99, \$12.16 total \$618.85

Wm Biers invoice \$5,145.00

NY Planning Federation \$295.00

Trustee Baker made the motion to approve the presented invoices, Trustee Campbell seconded the motion, all in favor, invoices approved for payment.

Mayor Carpenter met with representatives from the Canal Corporation to discuss the Canal Tow Path restoration. A grant was recommended to pave the first portion of the Tow Path. Tracey Clothier quoted \$2,500 to apply for a grant to pave the Tow Path from the entrance of Tow Path Road to the water treatment plant/boat launch. This would be an in-kind matching grant up to \$150,000. Trustee Baker made the motion to approve moving forward with this grant.

Trustee Campbell has been working with Carrie Woerner's office to get funding for sidewalk replacement. She identified which areas in the village are in the most dire need of replacement by reaching out to Supervisor Decker and through information received from Treasurer Heyman. She had measurements and estimates. These estimates projected that we could cover the area from the cemetery to the intersection of Route 29 and Route 4. Trustee Baker suggested that we ask for the maximum amount of \$150,000. Trustee Campbell asked for a timeline on this grant. Trustee Baker suggested spring of 2026. The board agreed. Trustee Campbell plans to create a full inventory of all sidewalks in the village.

Mayor Carpenter discussed the need for additional help in the office. Village Clerk Porter has reached out to the county for guidance on adding a new position. The position would be part-time and would include mainly receptionist type work such as answering phones and handing the front desk. Office assistant was determined to be the title that the board feels most appropriate. The next question was the rate of pay. The board felt that this job should be a minimum wage position.

There is a backorder on the dump truck that was ordered for the DPW. There is an upgrade for \$2,200 for a heavier rear axle. The other axle would set us back a minimum of 2 months. Trustee Baker made the motion to approve the upgrade. Trustee LeBaron seconded the motion, all in favor, upgrade approved.

PUBLIC COMMENT

Chairman Patterson stated that the board approved Rushin Wrenches to do the work on the building at 167 Broad.

Trustee LeBaron stated that he felt there should be a contractor on call for water repairs. He did not feel that the water jobs should be the sole responsibility of the DPW.

APPROVAL OF VOUCHERS

Trustee Baker made the motion to approve the FYE 2025 General Fund vouchers in the amount of \$2745.79 and FYE 2025 sewer vouchers in the amount of \$4396.76 as well as the June fiscal year 2026 General Fund vouchers in the amount of \$24,042.49 and June Fiscal year 2026 sewer vouchers in the amount of \$5,313.21. Trustee Colvin seconded the motion, all in favor, vouchers approved.

ADJOURNMENT

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

Recording Secretary,

Cory Heyman