

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

The meeting commenced with the Pledge of Allegiance.

Present:

Mayor Carpenter
Trustee Campbell
Trustee Colvin
Trustee LeBaron
Attorney Klingebiel
Village Clerk Porter
Treasurer Heyman

BOARD ANNOUNCEMENTS:

- The next Schuylerville/Victory Board of Water Management meeting will be held on **Monday, July 21st at 6:00 pm** in the Victory Meeting Hall.
- The next Schuylerville Village Workshop Meeting will be held on **Monday, August 4th, 2025, at 6:00 pm** at the Schuylerville Meeting Hall.
- The next Schuylerville Village Monthly Meeting will be held on **Monday, August 11th, 2025, at 6:00 pm** at the Schuylerville Meeting Hall.
- The Schuylerville Planning Board meeting for this month was **cancelled**, and the next meeting date is **to be determined (TBA)**.

BOARD CORRESPONDENCE:

- **Cassandra Wilusz** addressed the Board regarding the **135 Pearl Stormwater issue**.
 - Ms. Wilusz reported that the **Department of Transportation (DOT) representative stated his belief that it is not a DOT issue** and falls back onto the Village.
 - The Village has contacted the County, who is expected to conduct a **site visit, possibly on Wednesday**, to provide guidance on addressing the issue, particularly concerning the stormwater coming from the building's pitch and the state road.
 - The main concern is the significant stormwater runoff that creates an **ice hazard in the parking lot during winter**.
 - The Village is still planning to discuss connecting the gutters to the storm drain to the South and East of the municipal building.
 - It was agreed that a meeting with **all stakeholders**, including county, village, and potentially state engineers, will be necessary to find a comprehensive, long-term

solution. The Village of Schuylerville will consult with Blue Neils of Cornell Cooperative Extension of Saratoga County.

- Ms. Wilusz will be **privy to any findings**
- A suggestion was raised about installing a "speed hump" or berm on the alleyway to redirect water back onto Route 29, but this would need to be approved by all parties to avoid future issues.

MINUTES:

- Trustee Colvin made the motion to approve the **Regular and special meeting minutes from June**, Trustee LeBaron seconded the motion, all in favor, minutes approved.

TREASURER'S REPORT:

- The Treasurer presented the following balances:
 - General Fund Statement Balance: **\$456,182.67**
 - Sewer Now Statement Balance: **\$146,080.99**
 - Trust and Agency: **\$5,198.11**
 - General Fund Money Market: **\$934,384.65**
 - Sewer Fund Money Market: **\$251,114.91**
 - Memorial Day funds: **\$1,363.39**
 - General Fund Money Market earned interest: **\$3,086.60**
 - Sewer Fund Money Market earned interest: **\$829.51**

DEPARTMENT AND COMMITTEE REPORTS:

- **DEPARTMENT OF PUBLIC WORKS (DPW):**
 - The **new recycling trailer has been registered and insured**; the old one is out of service. Efforts are ongoing to secure a cover for the new trailer.
 - The **culvert project on Clancy Street is still ongoing** and has faced delays due to National Grid and manpower issues.
 - Paving plans include Crow Street, Hessian Drive, a repair on Walnut Street (behind Amigos), and a section of Pearl Street (approximately 250 ft south of Saratoga), totaling around **\$42,000**. The Board decided to **increase the paving budget for this fiscal year to \$70,000** for village streets. This decision was made because the grant previously pursued for the tow path was specifically for trails, not roads, and new funding for the tow path would not be available until next year. The focus will be on improving main streets like Church Street and Pearl Street, which are deteriorating due to poor base and winter damage.

- **John Deere Tractor (Nugget) Replacement:** The Board reviewed quotes for the John Deere 1025 replacement. The final cost, including a bucket, mowing deck, keeping the existing snowblower, and trading in the old tractor, mower, and backhoe, is approximately **\$21,138.27**. A snowplow will also be included.
- **Employee Handbook Review:** It was noted that the employee handbook requires a comprehensive, page-by-page review due to **contradictions, outdated wording, and missing sections** on crucial topics such as workplace violence and action plans. A committee comprising Michelle, Whitney, and Jamie will be formed to review and revise the employee handbook.
- **Village Garage Condition:** The DPW expressed continued concern regarding the deteriorating condition of the village garage.
- **CODE ENFORCEMENT:**
- The interim code enforcement officer's report format was praised for its clarity and will be recommended for continued use by the new officer.
- It was confirmed that **7-9 University is now a two-unit property**, This will be reflected in the units assessed for this property.
- **FIRE DEPARTMENT:**
 - The Fire Department has handled a significant number of calls.
- **WASTEWATER TREATMENT PLANT:**
 - The plant is reportedly running fine, despite wet weather. WWTP Operator Sherman presented to the Board last week, and purchases were approved.
- **HISTORIAN/VISITORS CENTER:**
 - The Historian reported one family history inquiry and one business question. Upcoming events include the **250th at Prospect Hill and a barbecue at Fort Hardy this weekend**.
- **PLANNING BOARD:**
 - No meeting was held this month.
- **SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT:**
 - Minutes for the Water Board are available on the website.
- **ZONING BOARD OF APPEALS (ZBA):**
 - No meeting was held this month.

PUBLIC COMMENT (First Session):

- Work is progressing on the **gazebo railings**, which are being sanded down and are expected to be installed by the end of this week.
- Solar lights for the walkway will be installed next weekend (following the railing installation), with the aim to complete it before the OSAA baseball tournament, which may impact parking. The "forever lights" will be reserved for holidays. **No expense will be incurred by the village** for running these lights. The **grand opening for the gazebo** is tentatively scheduled for **August 24th**.

OLD BUSINESS:

- There was no old business to discuss.

NEW BUSINESS:

- **NY Forward:**
 - The Village has had an initial discussion with the Department of State, who aims to **consolidate budgets for all three public projects**. The budget and a draft contract are expected by the **end of July**.
- **Canal Path Discussion:**
 - This was discussed earlier under DPW. The money previously allocated for the canal path grant (which was specifically for trails) will now be used to **apply for the BRICKS grant, which will benefit the community center.**
- **Discussion Regarding Computer for DPW:**
 - The DPW's old Chromebook is no longer functional and cannot connect to the printer a **new laptop and printer** have been identified for **under \$500**. Trustee Colvin made the motion to approve the purchase, Trustee Campbell seconded the motion, all in favor purchase approved.
- **Review of Quotes for John Deere (Nugget) Replacement:**
 - Quotes were reviewed, confirming the price difference was due to the trade-in and re-use of existing equipment. Trustee Colvin made the motion to **approve the purchase of the new John Deere tractor** for the total amount of **\$21,138.27**, Trustee Campbell seconded the motion, all in favor, purchase approved
- **Resolution to Approve Flatley Read for Admin Services Homes and Community Program (AHC):**
 - This program is distinct from CDBG (Community Development Block Grant). The initial application cost for AHC is **\$3,500**. If the grant is not secured, Flatley Read will re-apply for free; if successful, subsequent applications would cost \$1,500. The initial \$3,500 is not refunded if the grant is unsuccessful, but a free re-application is provided.

- Eligibility requirements for residents will be provided via a website, and the program has expanded to include two-unit homes. A successful application requires a **waiting list of at least 10 qualifying participants**.
- The **administration of the grant will be reimbursed by the state (grantor), not the village**.
- A Trustee Colvin made the motion to **approve the resolution for Flatley Read's services**, for an amount **not less than \$3,500 and not to exceed \$6,500 over the next two fiscal years**, Trustee Campbell seconded the motion, all in favor, resolution passes
- **Resolution Amending 2026 Fiscal Year Pay Rate for Crossing Guard:**
 - An oversight resulted in the crossing guard not receiving a 2% raise. Trustee Colvin made the motion to **retroactively approve raising the crossing guard's hourly rate to \$18.36** for the fiscal year 2026, Trustee LeBaron seconded the motion, all in favor, raise approved
- **Resolution to Set Hourly Rate for Seasonal Workers:**
 - The hourly rate for seasonal workers was not included in the beginning-of-year resolution. Trustee Colvin made the motion to **approve a rate of \$17.00 per hour for seasonal workers** for the fiscal year 2026, Trustee Campbell seconded the motion, all in favor, rate approved.
- **Application for Park Use Town of Saratoga:**
 - An application for the use of Fort Hardy Park was received from the Town of Saratoga for a **chicken barbecue picnic benefiting the Masons**, scheduled for Friday, July 18th (for the whole weekend, July 20th). The event is planned for the **grassy area by the pines on the beach side**, not affecting the fields. The organisers will handle setup and takedown and have provided insurance. Trustee Colvin made the motion to **approve the use of Fort Hardy Park** for the event, Trustee Campbell seconded the motion, all in favor, event approved
- **Presentation of Application for Funding for the Turning Point Parade:**
 - The Turning Point Parade committee requested **\$5,000** in funding and provided an invoice along with images of checks from last year's fireworks and entertainment expenses. Trustee Colvin made the motion to **approve the payment of \$5,000 to the Turning Point Parade**, Trustee Campbell seconded the motion, all in favor, funding approved.
- **Blanket approval for all County and Town 250th events at Fort Hardy**
 - Discussed and approved, with conditions that a master list of events be provided, the Village of Schuylerville be listed as an additional insured, and insurance

information for every event be submitted. Any event involving alcohol service would require separate approval.

PUBLIC COMMENT (Second Session):

- Further updates on the Gazebo: Images will be installed in sections (11 sections needed at \$125 each). Painting or repairing park benches does not require permission. Trustee Colvin offered to donate to pay for one of the panels.

APPROVAL OF VOUCHERS:

- Trustee Colvin made the motion to **approve the 2025 fiscal year voucher total of \$465**, the A Vouchers total of **\$83,105.60**, and the G Fund total of **\$849.00**, Trustee Campbell seconded the motion, all in favor, vouchers approved

ADJOURNMENT:

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