**Village of Schuylerville**

**Monthly Meeting Minutes**

**Monday, August 11, 2025**

Present:

Mayor Carpenter

Trustee Campbell

Trustee Colvin

Trustee LeBaron

Village Clerk Porter

Treasurer Heyman

Absent

Trustee Baker

BOARD ANNOUNCEMENTS:

* Schuylerville/Victory Board of Water Management meeting will be held on Monday August 18th at 6:00 pm in the Victory Meeting Hall.
* Special Joint Village and Water Board Meeting: Monday, August 25, 2025, 6:00 PM, Schuylerville Village Hall.
* Schuylerville Village Workshop Meeting is cancelled in observance of Labor Day.
* Schuylerville Village Monthly Meeting Monday, September 8, 2025, at 6:00 pm at the Schuylerville Meeting Hall.
* The Schuylerville Planning Board will not meet in August

BOARD CORRESPONDENCE:

* **American Legion Veterans’ Park Proposal**
  + Presented by Mike Patterson. Proposal includes removing the bandstand and replacing it with a stamped concrete pad, decorative wall (7–8 feet high, 24–28 feet long) with engraved military images, new walkways, and three solar-lit flagpoles (American, NYS, POW).
  + Funding and labor to be handled internally by Legion and volunteers; no direct cost to village anticipated.
  + Board requests engineered plans for wall construction, proof of insurance, and confirmation of full funding before work begins.
  + Grant opportunities discussed; village may serve as applicant with Legion assisting in preparation. Estimated cost $10,000–$17,000. Archaeological considerations due to nearby monument noted.

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MINUTES:

Motion by Trustee Whitney to approve the July 15, 2025, Meeting Minutes and August 4, 2025, Workshop minutes. seconded by Trustee LeBaron Mayor Carpenter abstained from workshop minutes (absent), Minutes approved.

TREASURER’S REPORT;

General Fund Statement Balance $119,125.14

Sewer Now Statement Balance $127,219.09

Trust and Agency $7,034.13

General Fund Money Market $1,438,462.10

Sewer Fund Money Market $251,973.69

Memorial Day $1,363.39

General Fund Money Market interest $4,077.45 Sewer Fund Money Market earned $858.78.

DEPARTMENT AND COMMITTEE REPORTS:

* DEPARTMENT OF PUBLIC WORKS

Rob Decker gave his report at the workshop on August 4th.

* CODE ENFORCEMENT

 No written report; work underway to integrate new staff and explore software upgrade with other municipalities

* FIRE DEPARTMENT

61 responses in 2025 to date; 23 calls in July.

Ongoing training; assisted with multiple August community events.

Ground ladders and pump testing completed; new engine committee formed.

Station air system out of service; repairs underway.

* WASTEWATER TREATMENT PLANT

 New panels installed at pump station; board to explore temporary cooling with unused window units and research grant funding for permanent systems. Mayor reported missed grant deadline for sewer relocation project due to Barton & Loguidice not submitting required documentation, awaiting counsel from Attorney Klingbiel on next steps.

* HISTORIAN/VISITORS CENTER

No report

* PLANNING BOARD

Two sign applications withdrawn. New Code Enforcement Officer and Fire Inspector (John McBride) introduced; shared services software grant opportunity discussed for fire inspection module

* SCHUYLERVILLE/VICTORY BOARD OF WATER MANAGEMENT

Minutes are available for review

* ZONING BOARD OF APPEALS

Did not meet.

PUBLIC COMMENT

* Resident concerns about parking hazards near mail drop box between bank entrances/exits; Mayor to consult DOT on no-parking zone.
* Update requested on sidewalk grant – application in process, $150,000 sought, prioritizing worst areas first.
* Questions about Youth Center hours, programming, and swimming lessons – Mayor noted center operates independently with town/village funding.

OLD BUSINESS

NEW BUSINESS

1. **Equipment Safety Class** – $500/person excavator and backhoe training proposal; tabled pending Water Board cost-sharing decision.
2. **Tree Removal Estimates** – tabled pending attorney review.
3. **Water Runoff Mitigation** – awaiting engineering input and paving company schedule.
4. **Resignation of Planning Board Clerk** – Accepted resignation of Planning Board Secretary Helene Patterson ;Village Clerk Porter to serve temporarily.
5. **New Hire – Office Help**

* Resolution to create new personnel expenditure line 1410.101 Office Assistant Clerk – Passed 3–1 Trustee Campbell made the motion to approve new expenditure line Trustee Lebaron 2nd motion  (Colvin opposed).
* Resolution to fund line with $12,232.32 from sale of forest products – Passed 3–1 Trustee Campbell made the motion to fund the line with sale of forest products Trustee Lebaron 2nd motion (Colvin opposed).
* Hire approved: Heather Crousore, up to 15 hrs/week at $15.50/hr – Passed 3–1 Trustee Campbell made the motion to hire new office assistant Trustee Lebaron 2nd motion (Colvin opposed).

1. **Budget Amendment – Water Services** – Increase personnel services line by $7,000; revenue from water services –Trustee Colvin made the motion to increase personnel service line Trustee Lebaron 2nd motion  Passed unanimously.
2. **Budget Amendment – Grants Contractual** – Increase by $5,500; decrease contingency by $5,000, buildings contractual by $500 –Trustee Colvin made the motion to increase the grants contractual Trustee Campbell 2nd motion Passed unanimously.
3. **Mastroianni Stone Invoice** – $1,500 for 21 Church St. sidewalk replacement – Trustee Colvin made the motion to reimburse home owner $1500 Trustee Lebaron 2nd motion. Approved unanimously.
4. **Spruce Lane Complaint** – Hazardous slope causing vehicle damage; village to consult county, consider temporary closure with signage.
5. **Bike Toga Application** –Trustee Colvin made the motion to approve the park use application Trustee Lebaron 2nd motion Approved unanimously; proof of insurance received.

PUBLIC COMMENT

APPROVAL OF VOUCHERS

Trustee Colvin made the motion to approve the A Fundvouchers in the amount of $15,266.22

and the G Fundin the amount of $7,383.75.Trustee Campbell seconded the motion, vouchers approved.

ADJOURNMENT

Trustee Colvin made the motion to adjourn the meeting Trustee Campbell seconded the motion Meeting adjourned.