

# Village of Schuylerville

## Draft Minutes

## Regular Meeting

**April 13, 2026**

### Public Hearing on Tentative Budgets and Equipment Reserve Use

The meeting was called to order at approximately **6:00 p.m.** with the Pledge of Allegiance.

In attendance:

- Trustee Dan Baker
- Trustee Campbell
- Mayor Dan Carpenter
- Trustee Colvin
- Trustee Lebaron (via phone)

The Board first convened public hearings on:

- the **tentative General Fund budget**
- the **tentative Sewer Fund budget**
- the **use of equipment reserves for purchase of the 2026 dump truck in the amount of \$85,595.92**

### Budget Hearing Discussion

Trustee Baker summarized the budget process and reported that the General Fund budget reflected a tax increase of slightly under 1%, with a 2% increase for employees. He stated that the Board had reviewed the budget multiple times and balanced employee compensation with taxpayer impact.

For the Sewer Fund, the Board discussed that rates were being held flat and that spending had remained within reason due to good budget management. The Board also discussed interest earnings on fund balances and how conservative interest budgeting helped offset cost pressures.

No public questions were recorded on either the General Fund or Sewer Fund budgets.

### Equipment Reserve Hearing Discussion

The Board discussed the use of equipment reserve funds to pay for the 2026 dump truck. The discussion included how reserves had been established over several years, the role of fund balance, and the Board's prior approach to reserving funds for capital purchases. The Board discussed that the truck had already been purchased and that the public hearing was required before reserve funds could formally be applied.

No public objections or questions were recorded regarding the reserve use for the dump truck.

### **Public Hearing Action**

A motion was made to close the public hearing on the budgets and the purchase of the dump truck.

Motion made by Trustee Baker

Second: Trustee Colvin

Vote: All in favor.

Outcome: Motion carried. Public hearings closed at approximately **6:08 p.m.**

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## **Regular Meeting**

Following closure of the public hearings, the Board opened the regular monthly meeting.

### **Board Announcements**

Trustee Baker read the following announcements:

- Schuylerville-Victory Board of Water Management public hearing on the tentative budget and regular meeting: **Monday, April 20, 2026 at 6:00 p.m.** at Victory Meeting Hall
- Village workshop meeting: **May 4, 2026 at 6:00 p.m.**
- Regular monthly Village meeting: **May 11, 2026 at 6:00 p.m.**
- Planning Board meeting: **Monday, April 20, 2026 at 6:30 p.m.**

No board correspondence was reported.

### **Approval of Prior Minutes**

The Board discussed the prior minutes, but they were not available for approval at the meeting. The matter was tabled until the next month.

**Decision:** No action taken. Minutes were not approved at this meeting.

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## **Treasurer's Report**

Trustee Baker presented the Treasurer's balances as follows:

- General Fund checking: **\$179,613.20**
- Sewer checking: **\$142,694.35**
- Trust and Agency: **\$14,106.60**
- General Fund money market: **\$1,152,511.92**
- Sewer Fund money market: **\$510,735.67**
- Memorial Day fund: **\$1,363.39**

Interest earned for the month:

- General Fund money market: **\$3,253.31**
- Sewer money market: **\$1,424.86**

No formal motion on the Treasurer's report was recorded.

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## Committee and Department Reports

### DPW Report

Trustee Baker reported on notes from the recent workshop discussion with Rob. Topics included:

- sinkhole and alley deterioration needing repair
- possible phased paving approach for the year
- concern about obtaining support trucks from surrounding municipalities for paving operations
- asphalt pricing volatility and petroleum surcharges
- need to manage purchase orders carefully to preserve current-year surplus use
- issue with a Polycaster control module and related repair cost
- start of summer hours
- consideration of a pickup truck purchase

The Board then discussed a pickup truck identified by Rob at an estimated cost of approximately \$72,641.23, rounded upward to allow for title and related costs.

### DPW Pickup Truck Action

Trustee Baker made a motion to approve purchase of the truck **not to exceed \$75,000**, to come from fund balance.

Second: by Trustee Colvin

Vote: All in favor.

Outcome: Motion carried.

Trustee Baker also reported on the recent water leak emergency and commended the joint response by Schuylerville and Victory DPW staff, including Ryan, Jake, and others, stating that the work had been handled in a timely and organized manner.

## **Wastewater Treatment Plant**

A very short report was referenced indicating that the month had been uneventful and operations were going well.

## **Code Enforcement**

The Board reviewed the Code Enforcement report. Discussion included:

- follow-up on 15 Green Street
- a question regarding whether a property tied into the sewer system was being billed appropriately 42 Burgoyne
- ongoing enforcement follow-up items

No formal action was taken.

## **Fire Department Report**

The Board discussed:

- the trip to review a fire truck in Alabama
- the identification of another possible engine in Pennsylvania
- concerns about vehicle length and maneuverability
- questions raised at the workshop about officer election and related procedure

## **Bureau of Fire Services**

Discussion included:

- challenges with locating prior records from a previous inspector
- the need to recreate or reorganize some records
- an upcoming mandate likely requiring local law updates
- possible floodplain-related local law changes and the need to identify an administrator

No formal action was taken at that point on the local law issue.

## **Historian / Visitor Center**

No report was provided.

## **Planning Board**

The Board noted that the Planning Board had met, but no minutes or report were available.

## **Schuylerville-Victory Board of Water Management**

The Board discussed:

- recent emergency repair work and cooperation between the municipalities

- approval of the UV system repair at the water plant
- the contractor timeline for that repair
- hydrant flushing progress
- the upcoming water budget meeting
- the need to elect a new Water Board chair because the current chair was no longer serving
- Trustee Baker's appointment to the Water Board as replacement for Chairman Drew

No additional Board action was recorded during this section.

## **Zoning Board of Appeals**

No report was provided.

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## **Public Comment**

No public comment was recorded during the regular meeting portion.

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## **Old Business**

No Old Business items were listed.

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## **New Business**

### **Resolution to Amend the 2026 Budget for Crossing Guard**

The Board considered a budget amendment to increase crossing guard personnel by \$6,000 and increase Joint Activity Other Governments by \$6,000.

**Motion:** Trustee Baker

**Second:** Trustee Colvin

**Roll Call Vote:**

- Trustee Colvin: Yes
- Trustee Lebaron: Absent
- Trustee Campbell: Yes
- Trustee Baker: Yes
- Mayor Carpenter: Yes

**Outcome:** Resolution adopted, **4-0**

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## Vendor Insurance Policy for Special Events

The Board discussed insurance requirements for small vendors participating in special events. The discussion distinguished between:

- food, drink, electrical, or higher-risk vendors requiring **\$2 million liability coverage**
- lower-risk vendors potentially being covered by a **\$1 million homeowner's rider**, naming the Village as additional insured

**Motion:** Trustee Baker made a motion establishing those special event permit insurance requirements.

**Second:** Trustee Colvin

**Vote:** All in favor

**Outcome:** Motion carried.

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## Youth Center Request for Funds

The Board discussed the annual Village contribution to the Youth Center. The request sought \$7,000, but the Board noted that only \$5,000 had been budgeted and that the Village supports, but does not fully fund, the Youth Center. The Board also discussed the importance of fundraising, grant pursuit, and obtaining better usage information for future budget discussions.

**Motion:** Trustee Baker made a motion to approve **\$5,000** in support for the Youth Center.

**Second:** Trustee Colvin

**Vote:** All in favor

**Outcome:** Motion carried.

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## Aerator and Fountain Installation / Removal

The Board discussed the aerator and fountain system, including:

- prior warranty repair of the motor
- the need for a cage to protect the intake area
- upgrading the electrical box to allow continued use of free electricity from the adjacent building
- annual servicing needs

The first-year cost discussed totaled approximately **\$3,400**, with lower ongoing cost expected in future years.

**Motion:** Trustee Baker made a motion to approve the **\$3,400** expenditure for the aerator and pump-related work.

**Second:** Trustee Campbell

**Vote:** All in favor

**Outcome:** Motion carried.

The Board also discussed a separate old fountain structure at Fort Hardy and agreed generally that it should not be moved at this time and might instead be repurposed, such as for planting.

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## **Fort Hardy Tires / Dog Park / Cleanup Discussion**

The Board discussed old tires at Fort Hardy and possible reuse ideas connected to dog park improvements. Concerns were raised regarding:

- environmental impacts
- possible DEC issues
- safety/liability concerns
- lack of a clear plan

The Board agreed the matter should be held pending additional information from Megan and a clearer proposal.

**Decision:** No formal action taken. Matter tabled for follow-up.

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## **Thirty-Day Liquor License Waiver**

The Board discussed a request to waive the 30-day waiting period for a liquor license application. Counsel indicated that waiving the waiting period was standard when the Board had no objection.

**Motion:** Trustee Campbell made a motion to approve the 30-day waiver.

**Second:** Trustee Colvin

**Vote:** All in favor

**Outcome:** Motion carried.

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## **Budget Adjustment Resolution**

The Board considered a resolution to adjust the 2026 General Fund budget by transferring funds among various accounts to address year-end needs.

**Motion:** Trustee Baker

**Second:** Trustee Colvin

**Roll Call Vote:**

- Trustee Colvin: Yes
- Trustee Lebaron: Absent
- Trustee Campbell: Yes

- Trustee Baker: Yes
- Mayor Carpenter: Yes

**Outcome:** Resolution adopted, **4-0**

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## **Adoption of 2027 General Fund Budget**

The Board considered adoption of the final General Fund budget for fiscal year 2027.

**Motion:** Trustee Baker

**Second:** Trustee Colvin

**Roll Call Vote:**

- Trustee Colvin: Yes
- Trustee Campbell: Yes
- Trustee Baker: Yes
- Mayor Carpenter: Yes

**Outcome:** General Fund budget adopted, **4-0**

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## **Adoption of 2027 Sewer Fund Budget**

The Board considered adoption of the final Sewer Fund budget for fiscal year 2027.

**Motion:** Trustee Baker

**Second:** Trustee Colvin

**Roll Call Vote:**

- Trustee Colvin: Yes
- Trustee Campbell: Yes
- Trustee Baker: Yes
- Mayor Carpenter: Yes

**Outcome:** Sewer Fund budget adopted, **4-0**

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## **Resolution to Use Equipment Reserve for Dump Truck**

Following the public hearing, the Board considered the formal resolution authorizing use of equipment reserve funds in the amount of **\$85,595.92** toward the 2026 dump truck purchase.

Discussion included a reminder from counsel that the reserve use would be subject to permissive referendum and that the money should not be moved for 30 days.

**Motion:** Trustee Baker  
**Second:** Trustee Colvin  
**Roll Call Vote:**

- Trustee Colvin: Yes
- Trustee Campbell: Yes
- Trustee Baker: Yes
- Mayor Carpenter: Yes

**Outcome:** Resolution adopted, **4-0**

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## **Schuyler Hose Coin Drop**

The Board considered the Schuyler Hose coin drop request for Labor Day weekend / early September.

**Motion:** Trustee Baker  
**Second:** Trustee Colvin  
**Vote:** All in favor  
**Outcome:** Request approved.

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## **Approval of Fire Department Officers**

The Board reviewed the election of Schuyler Hose Company officers and line officers for April 2026 through April 2027, including:

- Brian D. Myers Jr., Fire Chief
- Rob Decker, Assistant Chief
- Matthew Derway and Mark Wells, Captains
- Ray Carr, Laurie Scheuing, and Paul Chojnacki, Lieutenants
- Ed Carr, Safety Officer

**Motion:** Trustee Baker  
**Second:** Trustee Campbell  
**Vote:** All in favor  
**Outcome:** Officers approved.

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## **Voucher Approval**

The Board reviewed vouchers for payment.

- **G Fund vouchers:** \$2,349.50
- **A Fund vouchers:** \$111,375.79

**Motion:** Trustee Baker  
**Second:** Trustee Colvin  
**Vote:** All in favor  
**Outcome:** Vouchers approved for payment.

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## Adjournment

Trustee Baker made a motion to adjourn.  
Second: Trustee Campbell  
Vote: All in favor.  
Outcome: Meeting adjourned.

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## Action Item Summary

- Prior minutes to be brought back for approval at the next meeting
- Rob to proceed with purchase of pickup truck not to exceed \$75,000
- Treasurer to process crossing guard budget amendment
- Treasurer to process Youth Center payment of \$5,000
- Aerator / fountain work approved for implementation
- Megan to provide clearer proposal regarding Fort Hardy tire reuse
- Treasurer to hold movement of equipment reserve funds for 30 days pending permissive referendum period
- Schuyler Hose coin drop approved
- Fire officer approvals to proceed for annual banquet swearing-in