

PUBLIC MEETING

AUGUST 19, 2015

7:00 PM

MAYOR JOSEPH ORLOW PRESIDING

PRESENT

Trustee William Hayes
Trustee Anthony Girard
Trustee Timothy Carota
Trustee Edward J. LaFave

Brian Abare, DPW Superintendent
Michael Muller, Attorney
Kathleen Moore, Post Star Reporter
Wayne Bruce, Asst. Bldg. Insp

Mayor Orlow opened the Public Meeting at 7:00 p.m.

Mayor Orlow asked all to stand for the Pledge of Allegiance.

Mayor Orlow then asked for a motion to approve the minutes from the August 5, 2015 Board Meeting. Trustee Hayes moved to approve the minutes from August 5, 2015. Trustee Girard seconded the motion and the Board unanimously approved.

Mayor Orlow then asked for a motion to approve the bills audited today. Trustee Girard moved to approve the bills.

	FY 2015-2016
	<u>Vouchers 90321-90378</u>
General Fund	\$27,657.53
Water Fund	5,489.62
Sewer Fund	<u>1,369.14</u>
Total	\$34,516.29

Seconded by Trustee Carota and the Board unanimously approved.

Mayor Orlow stated that at this time he would open the meeting for Public Forum to be limited to 5 minute intervals. There were no comments.

AGENDA

1) DPW Conference & Training Sessions

1. Brian Abare, DPW Superintendent – NYS Association of Town Highways – September 15-18, 2015

Trustee Hayes moved do approve the expense of \$217.00 for Brian Abare to attend the NYS Association of Town Highway conference on September 15-18, 2015 in Saratoga Springs, NY; seconded by Trustee Girard and the Board unanimously approved.

2. Richard Daley, DPW Forman – NY Rural Water Association – September 30, 2015

Trustee Hayes moved do approve the expense of \$100.00 for Rick Daley to attend the NY Rural Water Association meeting on September 30, 2015 in Lake George, NY; seconded by Trustee Girard and the Board unanimously approved.

2) “No Parking here to corner” sign request – South facing side of Main Street before Marion Avenue - Janice Middleton

Mayor Orlow suggested the Police Chief preform an evaluation of the area to see how big the parking problem in area is and then report back to the Board at the next meeting.

3) Gazebo Request and Fee Waiver – Community Work & Independent, Inc. September 11, 2015 (rain date 9/18/15)

Trustee Hayes moved to approve the request for CWI to use the Gazebo area on September 11, 2015 and for a rain date of September 18, 2015 if needed. Trustee Hayes also moved to approve for the waiver of the \$30.00 fee; both seconded by Trustee Carota and the Board unanimously approved.

4) Account Transfers:

Mayor Orlow stated that at the last meeting the Board decided to make the Sidewalk administration duties part of the Deputy Clerks responsibilities and therefore the contractual expense of \$350.00 that has been appropriated under the title of Sidewalk administration in

the current budget need to be transferred to the Office Personnel Services to cover the additional salary expenses. There is also a transfer of funds for the FICA/Med expense.

Trustee Girard moved to approve the Account Transfers as follows:

- | | | | |
|---------------------------|----------|----------------|----------|
| 1. FROM: A1990.0400 | CE | Contingency | \$26.76 |
| TO: A1325.0800 | FICA/Med | Clerk | \$26.76 |
| *Sidewalk Administration” | | | |
| 2. FROM: A5140.0400 | CE | Sidewalk Admin | \$350.00 |
| TO: A1325.0100 | PS | Clerk | \$350.00 |
| *Sidewalk Administration” | | | |

Trustee LaFave stated he is not sure if this was the best idea to increase a salary at this time, and questioned the FICA/Med amount of \$26.76. Trustee LaFave stated that in the long run this cost the Village additional money. Trustee Girard stated that there is always money left in sidewalk program so he does not feel that the increase in salary will hurt the budget. Trustee Girard stated that it was decided by the Board to keep it in house with a minimal cost. Trustee Carota seconded the motion, Trustee Hayes yes, Trustee LaFave no, Mayor Orlow yes. Account Transfers passed.

5) Set Dates for 2014-2015 Annual Board Audit

The Board agreed on the week of September 21 – 25, 2015 for the Board audit and review of the Village 2014-2015 books.

6) Financial Reports- June 2015

Trustee Carota moved to approve the June 2015 Financial Report; seconded by Trustee Girard and the Board unanimously approved.

7) Assistant Code Enforcement Officer Report

The property clean ups have been going well. He has issued several letters of violations in the past week and most residents have already complied with the Village Codes and have

made progress in cleaning up the properties. Mr. Bruce thanked Deputy Clerk, Randi White for all her help in issuing the letters and making sure he gets all his phone messages in a timely manner.

8) DPW Report – on file

9) Trustee’s Report

Trustee Hayes – The museum and the concerts have been well attended this summer.

There was a representative regarding the rural water program in the Village to photo the sewer lines on Hudson Street and Spring Street. At this point tree roots and cracked pipes seem to be the biggest find in the area. The DPW has been helpful in this process. When completed CD’s and photos will be issued to the Village and the Village engineers.

There was question as to whether there was a Zoning Board meeting scheduled for next week. At this time the Office administration has no knowledge of a meeting scheduled.

Trustee Girard – The Planning board met on August 12, 2015 and during the meeting the vehicle traffic report was discussed.

Trustee Carota – Stated that he has completed a review of the Trash removal service for the Village and at this time he thinks the Village is still in need of the dumpsters and cannot use the container size services.

There are approximately 16 trees that need to be taken down in the Village. He would suggest a further evaluation of the trees and possibly remove the worse ones now and the remaining ones can be part of the upcoming tree bid.

Trustee LaFave – None

10) Mayor Report –

John Benoit park dedication went well and he thanked all that were able to attend.

There will be a future meeting set up with Assemblywomen, Carrie Woerner for the discussion of possible funding sources for Village project.

He rode around with Assistant Code Enforcer, Wayne Bruce in which they determined several homes with exterior maintenance violations. Letters have been issued and clean-up progress is being made.

Mayor Orlow asked if there were any other comments or questions.

Mr. Charles Granger, Marion Avenue was present and asked questions regarding item 4 of this agenda "Account Transfers". He asked for clarification regarding whether the person was under contract for the sidewalk administration and now the contract is no longer in effect and person will be paid hourly for the administration of the sidewalk program. Mayor Orlow asked Trustee Girard to explain what took place. Trustee Girard stated it was his understanding that in the past the contract for the administration could have been by someone other than a Village employee. It has been offered to the Deputy Clerk and therefore he approached the Deputy Clerk to see if it was something that could be made as part of her salary instead of contractual duties for her and she had no issue with it being done in house and part of her Deputy Clerk duties. Trustee Girard stated that residents will now be able to come into the Village office to sign the contracts. Mr. Granger then stated that she was under contract with the Village and now she is an employee. Danae Bock, Clerk-Treasurer stated that the contract when agreed upon and signed has always been an employee of the Village whom is paid a salary wages and not an hourly wage. The reason for this being on a contractual basis is that the duties were all preformed out of the department. The person who administered the duties would schedule times at the convince of the resident and meet them at their home to sign the contract. Mr. Granger then asked if the job title

for the individual changed, the answer was no, but the Clerk-Treasurer stated that the job responsibilities changed and that is why the salary increased by \$350.00.

Thomas Wade of Second Street asked questions regarding the sewer lines study and if there were areas that will need to be repair or replacement. Trustee Hayes stated yes and the current studies will give the Village the information needed to complete the task.

At 7:38 PM Trustee Hayes moved to close the meeting; seconded by Trustee Carota and the Board unanimously approved.

Clerk-Treasurer