

**Welcome Public**

Mayor Gutheil asks all to silence their Cell Phones

Mayor Gutheil then asks all to stand for the Pledge of Allegiance

PUBLIC MEETING

7:00 PM

MARCH 4, 2020

MAYOR HARRY G. GUTHEIL JR. PRESIDING

Minutes

Attendance:

Mayor Gutheil

Attorney Bartkowski

Trustee Bodkin

Highway Maintenance Supervisor Chagnon

Trustee Girard

Clerk Treasurer Kelleher

Trustee Orlow

**Public Forum – none.**

- 1. Approve minutes from January 15<sup>th</sup> and February 19<sup>th</sup>  
 Motion by Trustee Girard to approve the minutes for February 19, 2020. Seconded by Trustee Bodkin. Trustee Orlow abstained. Mayor Gutheil voted yes. All were in favor. None opposed. Motion carried.

- 2. Set Future Meetings  
 Mayor Gutheil said they have to have a monthly meeting on the CDBG grant. The State would like to participate by phone. The Board agreed that T.J. Chagnon and Mayor Gutheil can have the monthly meetings with the engineer. The first meeting with Robert Flores is scheduled for March 10<sup>th</sup>.

Have to have a public hearing on the Tentative Budget by 4/15 and have to adopt the budget no later than May 1<sup>st</sup>.

- 3. Transfers  
 The PD telephone account is short \$171.41 this warrant and Sewage Disposal Personal Service is short \$168.63. We received the bill from Leise Well Drilling that was not budgeted for.

Transfer \$800.00 from A3120.416 PD Heat/Electric to A3120.405 PD Telephone  
 Transfer \$2,500.00 from G8130.404 Sewage Repairs to G8130.100 Sewage Disp. Personal Serv.  
 Transfer \$200.00 from G8130.404 Sewage Repairs to G8130.800 Sewage Disp. FICA/Med  
 Transfer \$6,142.78 from FX8340.403 Water Trans Rehab to FX8320.200 Water Pump Station Equipment.

Transfer \$3,505.00 from G1990.400 Sewer Contingency to G1380.400 Village Engineer Cont.

Motion by Trustee Girard to approve these transfers. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

4. Approve Bills

Mayor Gutheil asked Attorney Bartkowski if we supplied Leise a copy of our tax exempt certificate can he use it with his vendor to reduce his invoice to the Village that he marked up. Attorney Bartkowski said that he could.

All agreed to change the invoice amount for Leise Well Drilling to exclude the sales tax and to send a copy of the tax exempt certificate along with the check.

Motion by Trustee Girard to approve the warrant. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

Received a bill from Larry Paltrowitz for \$3,505 but did not get this on this warrant. Board agreed to transfer \$3,505 from G1990.400 Contingency to G1380.400 Village Engineer Cont. Expense and pay this bill.

Motion by Trustee Girard to approve this transfer of \$3,505.00. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

5. January Financial Statements

Motion by Trustee Bodkin to receive and file the January 2020 financial statements. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

6. Cyber Insurance Limits

Rick Leonelli had given the Board a quote on cyber insurance. Trustee Bodkin asked what the actual coverages are because that is relevant to the conversation. Mayor Gutheil did not know. Will add this to the agenda for the next meeting.

7. Adirondack Water Works Conference

T.J. Chagnon requested permission to send 3 employees to the 2020 Adirondack Water Works Spring Meeting on March 11, 2020. Registration fee is \$45 per person.

Motion by Trustee Girard to approve 3 staff members to attend the Adirondack Water Works Spring Meeting on March 11, 2020. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

8. Water Plant Filters Quote

T.J. Chagnon received 3 quotes to purchase Parker filters for the water plant. MSC Filtration \$16,266.00, D&D Filtration \$18,485.56 and AFTEK Filtration \$20,412.00.

(Motion in item 9) They use Parker because the Department of Health approves this filter.

9. Water Plant Chlorine Gas Valve Quote

T.J. Chagnon received 3 quotes for a spare chlorine gas valve. ES2 \$2,300.00, Pollard Water \$3,066.00 and USA Bluebook \$3,066.00. T.J. Chagnon recommends the ES2.

Motion by Trustee Orlow to authorize ordering the ES2 chlorine gas valve at \$2,300.00 and the filters as quoted at \$16,266 plus up to \$300 in freight. Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

10. Town of Moreau Water Contract

Trustee Bodkin reported that he had polled the Board to see if they were comfortable with the current agreement. He received no negative comments and communicated this to the Town. The Town of Moreau Board agreed to keep the agreement with the Village with the same terms as last year.

Motion by Trustee Bodkin to authorize Mayor Gutheil to sign the agreement with the Town of Moreau at the same terms as last year. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

11. Chamber of Commerce Concert Series

Received a Park Reservation request from the Chamber for the summer concert series. They request use of the Gazebo on 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, 8/11, 8/18 and 8/25/20.

Motion by Trustee Bodkin to approve this request. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

12. ADK 5K Run

Received a Park Reservation request from The Adirondack Runner for 5K walk/run on June 14<sup>th</sup> from 7:00am to 12:00pm.

Motion by Trustee Girard to approve this request and waive the fee. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried. The Clerk will notify Chief Judd and Common Roots.

13. Zoning Administrator RFP

We have received 2 responses to the RFP for Zoning Administrator. One from The LA Group and one from MJ Engineering and Land Surveying.

Trustee Bodkin stated the confusion with Planning and Zoning Boards and who makes the determinations. They had a meeting to discuss the process and how to proceed to

improve on the services we provide the applicant. It was decided the Village needs a person to make the determinations to help facilitate the process.

In the absence of hiring an individual as a Code Enforcement Officer, we can do a contract for services for Zoning Administrator. The Zoning Administrator can do all these same duties without having the appointment process. This fills a state obligation that we have while we continue to see if there are any applicants out there for this job.

Trustee Bodkin asked the Board to review the 2 proposals received and take action on this item tonight to better support both the Planning and Zoning Boards.

Trustee Bodkin stated that MJ Engineering might be a little bit cheaper but Jim Martin of The LA Group is a lot closer and he is familiar with the Village; comprehensive plan and zoning changes.

Attorney Bartkowski stated there would not be a learning curve with The LA Group.

Trustee Orlow will support the firm that has base knowledge and can hit the ground running.

Mayor Gutheil said we need to define the scope of work.

Motion by Trustee Bodkin to engage The LA Group as soon as possible and authorize Mayor Gutheil to sign an agreement with a 30-day notice to terminate subject to counsel's approval. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried. Attorney Bartkowski will call Jim Martin in the morning to coordinate.

#### 14. WIIA Water Project/CDBG

The ad went in for the Notice of Intent to Release Funds. The time to comment has passed. The Clerk has the forms ready to send to Albany. They have a time to review and an objection period. Once we get that release of funds approval letter back from them the Board can discuss award of the contract on the water tank.

Mayor Gutheil started going through the drawings on the sewer project where they filmed it. The report is pretty informative and tells where the problem areas are. He feels that a lot of the pipe replacement is work Village staff can do. Tentative meeting is scheduled for March 10<sup>th</sup>.

T.J. Chagnon said they are set up to trench from basin to basin now that they have purchased the hose. He would need to buy a decent plug.

#### 15. Sewer Project

Mayor Gutheil has a piggy back contract from Precision that he will go over when he meets with Robert Flores.

16. February Public Safety, Public Works & Animal Control Reports  
Mayor Gutheil asked T.J. Chagnon a question on treated water volume.

Motion by Trustee Girard to receive and file the February Public Safety, Public Works and Animal Control Reports. Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

17. Peddlers Permit

Mayor Gutheil stated we have received an application for a peddlers permit and are looking for guidance from the Board. No one was in favor of issuing a permit and all were in agreement not to allow. There was a discussion on the sound factor; that they can't have sound to attract people. Attorney Bartkowski mentioned there is something in the Village ordinance that doesn't allow for peddlers to stop.

The Board agreed not to allow a permit issued for this applicant.

18. Retiree Insurance

Mayor Gutheil explained that we have 2 separate retiree insurance issues.

- a. In the PBA contract we have a retiree that is moving out of state. Mayor Gutheil read sections on Page 8 of the PBA contract that addresses coverage. The Board agreed that the Village will pay the same amount as currently paying. Trustee Girard asked if we can have a broker in another state. Is Denise or another agent in her office licensed in another state? The Clerk will call to inquire.
- b. Deceased Retiree  
A retired employee passed away and was under the CSEA contract. Mayor Gutheil asked Attorney Bartkowski if the spouse would need to obtain other insurance. Attorney Bartkowski said the Village would have to pay for 60 days until she decides on COBRA. The Clerk will follow up with the insurance agent and report back to the Board.

19. Water/Lead & Copper

Mayor Gutheil said he received a letter from NYS Department of Health regarding lead and copper rule requirements. T.J. Chagnon reported the next cycle is 6/1 – 9/30 and that the Village is in compliance.

20. Trustees Reports

Trustee Girard said they need \$1,500 donation for the parade.

Motion by Trustee Girard to bill the Town of Moreau \$1,500 for the parade and use \$1,500 out of the parade account for this year's parade. Seconded by Trustee Orlow. Mayor Gutheil voted yes. All were in favor. None opposed. Motion carried.

Trustee Girard amended the previous motion to ask the Town of Moreau for \$2,500 for the parade and request that the Village contribute \$1,000 which will come out of A7550.400 Celebrations. Seconded by Trustee Orlow. All were in favor. None opposed. Motion carried.

## 21. Mayors Report

Mayor Gutheil reported the February Mortgage Tax was \$37,000.

Mayor Gutheil had an email from Chief Judd about computers. Trustee Bodkin said he met with Chief Judd today and they discussed the car computers and the scanner computer. There is another device that is cheaper and Trustee Bodkin put him in contact with the vendor to research.

Mayor Gutheil will talk to Matt French about the census requirements.

Received the water test results back from Phoenix. T.J. Chagnon reported that Rick Daley has copied Robert Flores and DOH.

Mayor Gutheil gave Attorney Bartkowski information received from Trustee Bodkin on 5G. She said we could adopt a fee schedule. Attorney Bartkowski will research and report back to the Board.

Local Government Lobby Day is March 23<sup>rd</sup> down in Albany.

Received 2 notices from the Federal Energy Regulatory Commission.

Received an invitation if anyone wants to participate in the Saratoga-Wilton Elks Flag Day Parade on June 13<sup>th</sup> in Saratoga.

HRA utilization report year to date \$42,486.14.

Mayor Gutheil did research on the Villages incorporation date.

Received a memo from Mike Valentine about grants available on housing, transportation, creating vibrant public places, etc.

St. Georges Church is having their annual Greek Festival. This is the 11<sup>th</sup> year.

There was a discussion about a tree grant.

Street lights on the bridge are out. Mayor Gutheil will contact Jessica Waldorf to see if she is available to come and give a presentation to the Board.

Motion by Trustee Bodkin at 8:58 pm to enter into Executive Session to discuss CSEA negotiations and the employment performance of an unnamed person(s). Seconded by Trustee Girard. All were in favor. None opposed. Motion carried.

### **Executive Session**

Motion by Trustee Orlow at 9:49 pm to adjourn Executive Session and reopen the regular meeting. Seconded by Trustee Bodkin. All were in favor including the Mayor who voted yes. None opposed. Motion carried.

No action taken in Executive Session.

Motion by Trustee Orlow at 9:50 pm to adjourn the meeting. Seconded by Trustee Bodkin. All were in favor. None opposed. Motion carried.

Meeting Adjourned at 9:50 pm.