

VILLAGE OF CHATHAM, NEW YORK  
BOARD OF TRUSTEES MEETING  
TRACY MEMORIAL BUILDING  
OCTOBER 14, 2019  
7:00 PM

MINUTES

**Present:** Mayor J. Howe; Trustees L. Packet; M. Spock; P. Minahan; J. Boehme; Village Clerk D. Meyers; Fire Chief P. Rideout; Newspaper reporter E. Teasdale; D. Guiliano

**Call to Order at 7:00 p.m.**

**First Public Comment (limited to 15 minutes):** D. Guiliano speaking regarding penalties applied to water bill. Asking if the Board would consider forgiving penalties and also amending 10% penalty per our Local Law.

**Reports of Commissioners and Committees**

Police Commissioner: Pete Minahan

Fire Commissioner: Trustee Melony Spock

Wastewater/Water Commissioner: Trustee Lenore Packet

Streets & Snow Removal Commissioner: Trustee Jaimee Boehme

Building Inspector: Attached

**Minutes:** To approve the Minutes of September 9, 2019, so moved by Trustee M. Spock; seconded by Trustee J. Boehme. Approved by all.

**New Business:**

1. **Resolution:** To approve one time sewer relief to Wally and Joan Charron in the amount of \$94.83 for filling their pool. So moved by Trustee L. Packet; seconded by Trustee M. Spock. Approved by all.
2. **Resolution:** To authorize execution of two (2) change orders in relation to the construction of the water tank and as outlined in the attached Resolution Number 2 of October 14, 2019. So moved by Trustee L. Packet; seconded by Trustee P. Minahan. Approved by all.
3. **Resolution:** To authorize the Mayor to sign the "Agreement for Tracy Cleaning Services" as set forth and attached hereto. So moved by Trustee L. Packet; seconded by Trustee J. Boehme. Approved by all.
4. **Resolution:** To approve closing Kinderhook Street from Park Row to Woodbridge Avenue for Halloween on Thursday, October 31, 2019 starting at 5:30 p.m. to 8:00 p.m. So moved by Trustee M. Spock; seconded by Trustee L. Packet. Approved by all.
5. **Resolution:** To approve the suspension of the Two Hour Parking Law in the Village of Chatham during the Columbia Film Festival from Monday, October 21, 2019 – Sunday, October 27, 2019. So moved by Trustee L. Packet; seconded by Trustee P. Minahan. Approved by all.
6. **Resolution:** To acknowledge and ratify the resignation of Thomas Curran as Administrator to the Grants Gateway System. So moved by Trustee M. Spock; seconded by Trustee L. Packet. Approved by all.
7. **Resolution:** To acknowledge and ratify the designation of John Howe as Administrator to the Grants Gateway System to authorize and monitor access and to maintain the system for the Village of Chatham. So moved M. Spock; seconded by Trustee J. Boehme. Approved by all.
8. **Resolution:** To authorize the Village Clerk to advertise for three Zoning Board positions. So moved by Trustee L. Packet; seconded by Trustee M. Spock. Approved by all.
9. **Resolution:** To approve the appointment of First Assistant Fire Chief Eric Barnes as the Emergency Preparedness Coordinator. So moved by Trustee M. Spock; seconded by Trustee P. Minahan. Approved by all.

**Items for Discussion:**

Resignations of Brin Quell and Joanne DelRossi

Applications and Certificates of Liability submitted for Film Columbia

Mac-Haydn Theatre request for partial payments of water/sewer bill

Town of Chatham Electric Charging Station signage

Insurance Matters

Appointments of Melony Spock to Emergency Preparedness Plan and Lenore Packet to the Tracy Memorial Restoration Project.

**Correspondence:** CC Volunteer Firefighters Association

**Second Public Comment Period (limited to 15 minutes):** No comments

**Adjournment:** So moved by Trustee L. Packet; seconded by Trustee M. Spock. Approved by all at 8:00 p.m.

**Next meeting:**

**Public Hearing at 6:00 p.m.**

**Monday, November 4, 2019**

**Board Trustee at 7:00 p.m.**

**Monday, November 4, 2019**

**Respectfully submitted**



**Debra Meyers**  
**Village Clerk**

# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number 2 of October 14, 2019**

### **To Authorize Execution of Two Change Orders in Relation to the Construction of the Water Tank**

**WHEREAS**, due to circumstances, including scheduling issues with Department of Health, contractors have requested that the schedule for completion of the water tank project be extended; and

**WHEREAS**, the proposed change order from Statewide Aquastore, Inc. provides for the Village to do certain water sampling and tests and accordingly reduces the contract price by two hundred fifty dollars (\$250.00), and the change order from Brunswick Electric, Inc. involves no change in the contract price;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham approves and authorizes the execution by the Mayor of two change orders, copies of which are appended to this Resolution, identified as 1) Statewide Aquastore, Inc. Change Order No. 3, dated August 22, 2019, which changes the date for substantial completion from June 28, 2019 to August 2, 2019 and the date for final completion and ready for final payment from July 31, 2019 to August 30, 2019, and 2) Brunswick Electric, Inc. Change Order No. 3, dated May 28, 2019, which changes the date for substantial completion from June 28, 2019 to August 2, 2019 and the date for final completion and ready for final payment from July 31, 2019 to September 30, 2019.

October 14, 2019

Village of Chatham, New York  
Tracy Memorial Village Hall  
77 Main Street  
Chatham, NY 12037

# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number 3 of October 14, 2019**

### **To Authorize Contract with Whiteman Cleaning Services for Tracy Hall Cleaning Services**

**WHEREAS**, the Village of Chatham seeks to engage a contractor to provide cleaning services for Tracy Memorial Village Hall; and

**WHEREAS**, quotes for such work were solicited from numerous potential providers and obtained in writing from three, which are appended to this Resolution; and

**WHEREAS**, the quote from Whiteman Cleaning Services was found to be the most cost-effective response;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham authorizes the execution by the Mayor of a Contract with Whiteman Cleaning Services, located at 49 Whitings Pond Road, Canaan, NY 12029, a copy of which is appended to this Resolution, for cleaning services for Tracy Memorial Village Hall; and

**BE IT FURTHER RESOLVED**, that the appropriate Village officials and employees shall take such steps as are necessary and appropriate to carry out the purposes of this Resolution.

October 14, 2019

Village of Chatham, New York  
Tracy Memorial Village Hall  
77 Main Street  
Chatham, NY 12037