

VILLAGE OF CHATHAM, NEW YORK
BOARD OF TRUSTEES MEETING
ORGANIZATIONAL MEETING
TRACY MEMORIAL BUILDING
OCTOBER 19, 2020
6:00 PM EST

MINUTES

Call To Order at 6:00 p.m.

Present: Mayor J. Howe; Trustees P. Minahan, J. Russell, J. Boehme, M. Spock (Late); Village Clerk/Treasurer D. Meyers; Village Deputy Clerk P. DeLong; DPW Foreman P. Genovese; Deputy Police Chief J. Alessi; Town Council V. Pitkin; Resident L. Locke, M. Folmsbee.

First Public Comment (limited to 15 minutes): None

Reports of Commissioners and Committees

Police Commissioner: Pete Minahan

Fire Commissioner: Trustee Melony Spock

Wastewater/Water Commissioner: Trustee Jodie Russell

Streets & Snow Removal Commissioner: Trustee Jaimee Boehme

Building Inspector: Attached

Approve the Budget to Actual Report of September 30, 2020. So moved by Trustee J. Boehme; seconded by Trustee J. Russell. Approved by all.

New Business:

Appointments by the Mayor: Deputy Mayor: Trustee Peter Minahan

Appointments Submitted by the Mayor for Board Approval by Resolution: (§3-308)

Police Commissioner: Trustee Peter Minahan

Fire Commissioner: Trustee Melony Spock

Wastewater/Water Commissioner: Trustee Jodie Russell

Streets and Snow Removal Commissioner: Trustee Jaimee Boehme

Appointments Submitted by the Mayor for Board Approval by Resolution: (§3-301(3))

Village Clerk/ Treasurer (§3-301(1)(b) and (c)): Debra Meyers at an annual salary set in the Village budget

Village Deputy Clerk (§3-301(1)(b) and (c)): Patricia DeLong at an annual salary set in the Village budget

Village Justice (§3-301(2)(a)): James Borgia-Forster at a fee set in the Village budget

Appointments Submitted by the Mayor for Board Approval by Resolution: (§4-400(1)(c)(i))

Registrar of Vital Statistics: Debra Meyers (at no additional salary)

Deputy Registrar of Vital Statistics: Patricia DeLong (at no additional salary)

Collector of Taxes: Debra Meyers (at no additional salary)

Building Inspector: Erin Reis at an annual salary set in the Village budget

Attorney for the Village: Ken Dow

Planning Board Chairperson: Daniel Herrick

Planning Board Liaison: Jodie Russell

Zoning Board of Appeals Chairperson: Stephen Piazza

Zoning Board of Appeals Liaison: Pete Minahan

Emergency Preparedness Coordinator: Eric Barnes

Emergency Preparedness Deputy Coordinator: Melony Spock

(1) Resolution: Designating The Bank of Greene County to act as depository of Village Funds. So moved by Trustee J. Boehme; seconded by Trustee P. Minahan. Approved by all.

(2) Resolution: Designating the Columbia Paper and the Register-Star as the official newspapers of the Village of Chatham. So moved by Trustee J. Russell; seconded by Trustee P. Minahan. Approved by all

(3) Resolution: Authorizing payment in advance of audit of claims for public utility services, fuel, postage, freight and express charges, and health and dental insurance. So moved by Trustee P. Minahan; seconded by Trustee J. Boehme. Approved by all.

(4) Resolution: To pay the Internal Revenue Service rate per mile for mileage for use of Village Officers' and employees' vehicles when used in the performance of the duties of such person's office or position. So moved by Trustee J. Russell; seconded by Trustee P. Minahan. Approved by all.

(5) Resolution: Authorizing to pay registration fees and travel expenses incurred by Village Officers and employees in connection with attendance at training/conferences with the prior approval of the Village Board. So moved by Trustee J. Boehme; seconded by Trustee J. Russell. Approved by all.

(6) Resolution: Setting the second Monday of each month at 7:00 PM for Regular Meetings of the Board. So moved by Trustee J. Boehme; seconded by Trustee P. Minahan. Approved by all.

(7) Resolution: Setting the fourth Monday of each month at 7:00 PM on an as-needed basis for Meetings of the Board. So moved by Trustee J. Russell; seconded by Trustee P. Minahan. Approved by all.

(8) Resolution: To approve one time sewer relief to the McPhail family at 48 High Street in the amount of \$175.71 for outdoor watering. So moved by Trustee J. Boehme; seconded by Trustee J. Russell. Approved by all.

(9) Resolution: To approve one time sewer relief to the Gray family at 22 Mill Street in the amount of \$185.85 for outdoor watering. So moved by Trustee J. Russell; seconded by Trustee P. Minahan. Approved by all.

(10) Resolution: To approve one time sewer relief to the Gordon family at 49 Austerlitz Street in the amount of \$90.14 for outdoor watering. So moved by Trustee J. Boehme; seconded by Trustee J. Russell. Approved by all.

(11) Resolution: To approve one time sewer relief to the DelRossi/Richardson family at 100 Kinderhook Street in the amount of \$291.79 for outdoor watering. So moved by Trustee P. Minahan; seconded by Trustee J. Boehme. Approved by all.

(12) Resolution: To approve one time sewer relief to Art Park Homes at 34 Center Street for a water line break in the amount of \$2,969.60. So moved by Trustee P. Minahan; seconded by Trustee J. Russell. Approved by all.

(13) Resolution: To approve one time sewer relief to Alma Kelly at 12 Washington Avenue in the amount of \$223.12 for outdoor watering. So moved by Trustee P. Minahan; seconded by Trustee J. Boehme. Approved by all.

(14) Resolution: To approve a budget line transfer from account 31204.01 (Police Motor Fuel) to account 31204.01 (Police Training) to cover for additional training costs in the amount of \$160.00. So moved by Trustee P. Minahan; seconded by Trustee J. Russell. Approved by all.

(15) Resolution: To approve the cost not to exceed \$5,000.00 for the repair of the Austerlitz Street retaining wall at the intersection of High Street, Austerlitz Street; and Route 295. So moved by Trustee P. Minahan; seconded by Trustee J. Russell. Approved by all.

(16) Resolution: To approve the increase in fees for a CO Search to a rate of \$75.00. So moved by Trustee J. Russell; seconded by Trustee P. Minahan. Approved by all.

Items for Discussion:

Food Pantry Sign – Ongoing discussion

Raising the Rate for Certificate of Occupancy Searches – Board Resolved (see above)

Procurement Policy Amounts – Will be addressed with the Policy changes/Workshops

Tracy Renovation Project – Going to Bid by the beginning of November with a renovation start slated for late winter/early spring.

Paving Project Costs – A \$43,000 bid for the Woodbridge Avenue paving project back in 2017 cost the Village over \$90,000 without Board Resolutions approving the increases.

Earth Flag Donations – DPW and Trustee J. Boehme will look further into the possibility of hanging these flags around the Village.

Codes Committee – Planned start date for the second week in November

Second Public Comment (limited to 15 minutes): None

Executive Session: To discuss the history of an employee.

Moved In to Executive Session: So moved by Trustee J. Russell; seconded by Trustee J. Boehme. Approved by all at 6:52 p.m.

Moved Out of Executive Session: So moved by Trustee M. Spock; seconded by Trustee J. Russell. Approved by all at 7:19 p.m.

Adjournment: So moved by Trustee M. Spock; seconded by Trustee P. Minahan. Approved by all at 7:19 p.m.

Next Meeting:
November 9, 2020

Respectfully submitted



Debra Meyers
Village Clerk/Treasurer