

BOARD OF TRUSTEES MEETING; VILLAGE OF CHATHAM, NEW YORK
TRACY MEMORIAL BUILDING, 77 MAIN STREET, CHATHAM, NY 12037

March 15, 2023; 7:00pm Regular Meeting

(Re-scheduled from March 13, 2023 due to weather)

MINUTES

Call to Order (Regular Meeting): 7:00pm by Mayor Howe with the Pledge of Allegiance.

Present: Mayor J. Howe; Trustees K. Schassler, J. Boehme, M. Spock, P. Minahan; Attorney K. Dow; Treasurer P. DeLong; Clerk D. Kelleher; Deputy Clerk S. Davis; A. CPD Chief J. Alessi; CFD Chief P. Rideout; Town of Chatham Liaison V. Pitkin; Code Enforcement Officer E. Reis; Visitor/Student T. Reis; Residents L. Locke, D. Meyer, S. Piazza.

Mayor Howe expressed his appreciation to Trustee J. Boehme for her 4 years of service to the Village and noted that this month will be her last month as Trustee. She will remain active through committees and involved in the Village in a number of other ways.

First Public Comment (limited to 15 minutes):

Resident S. Piazza inquired about what happened to the fountain. Trustee Boehme explained that it was in need of some refinishing and repair so it was brought to Chatham Auto Body Repair shop, and it would be placed again in the circle soon.

S. Piazza concerned about the condition of the Village clock. Described a spool and bearings and bushings which are loose. Noticeable odd noises have increased and indicate significant wear. Would like the Village to pay the Village Clock Winder using the amount set aside in the budget for the Village Clock tower.

S. Piazza concerned about the lack of sidewalks on Austerlitz Street. Mayor Howe referred to a petition brought by S. Piazza to the Board last year, which expressed the need for sidewalks on Austerlitz Street. Following the submission of the petition last year, J. Howe and P. Genovese investigated the possibility. Certain criteria would need to be met to provide a safe sidewalk that is also ADA compliant. To do it properly, the wall would need to be pushed back, and major work would be necessary. The project cost was astronomical and we were not in the position at that time to fund that without some grants. We reached out to our engineering group, LaBella, to see if there is any Federal money. That money is not available. The Village does have money in the Water Fund to do water main projects, but we cannot use Water Fund money to do sidewalks. Sidewalks would be out of the General Fund. The General Fund is healthy, but \$500K of the General Fund is in reserves to pay debt service. Take that out of the general fund and there is not an additional \$200-\$300K to do projects. Hoffman Street is another area in need of sidewalks. Mayor Howe stated that Sidewalks have not been forgotten. S. Piazza stressed that Austerlitz Street is a priority due to safety and the speeds at which vehicles come screaming down the Street. He requested that the Village speed sign be placed on Austerlitz Street, and again mentioned the danger to pedestrians walking on Austerlitz Street. Mayor Howe acknowledged.

Mayor Howe introduced Travis Reis. Travis is a senior at Chatham high school and is attending this meeting as part of a school project on government.

Departments and Committees Reports:

>Building Department: Building Inspector, Erin Reis. *Report given by E. Reis.*

>Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan. *Report given by A. Chief Alessi.*

- * *We need to look at the code and update some details about parking. Snow emergency Streets conflict. Main St and Park Row not listed but they need to be cleared to plow.*
- * *No Overnight parking 3-6am? Why those hours specifically? Why not 2-5am? Or other?*
- * *2-hour parking? How is it enforced? Suggested a Village Parking workshop.*
- * *Cameras in the Village? Would be about \$6K each. Where would they be most beneficial and how many?*
- * *Portable LPR (License Plate Reader). Motorola \$5k-\$6k. Could be mounted to the speed sign, or to a pole on Austerlitz Street.*

>Fire Department: Chief P. Rideout; Fire Commissioner Melony Spock. *Report given by Chief Rideout.*

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner Karyn Schassler, Streets & Snow Removal Commissioner of Jaimee Boehme. *Report read by Trustee Boehme.*

Approve Minutes of February 13, 2023. *So moved by M. Spock, seconded by P. Minahan. All approved.*

Approve the February 2023 Budget to Actuals. *So moved by P. Minahan, seconded by J. Boehme. All approved.*

NEW BUSINESS:

Resolution 17 of 2023 – To authorize the DPW to apply for **Work Zone Permits** on State Route 66 (Hudson Avenue) from the intersection of Route 66 and Route 203 to Dardess Drive, including **reducing the speed limit from 30mph to 20mph Monday-Friday, 6am to 5pm** for the duration of the **Hudson Avenue Water Main project**. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Resolution 18 of 2023 – To approve and accept **Wm. J. Keller & Sons Construction Corporation BID# REF-VOC-DPW-BORE**, dated 02/21/2023, in the amount of **\$236,400.00** for **12” HDPE Directional Boring** as part of the **Hudson Avenue Water Main project** (Route 66 from Church St to Dardess Drive). *So moved by K. Schassler, seconded by J. Boehme. Approved by all.*

Resolution 19 of 2023 – To grant one-time **sewer relief** for **Larry Anito** in the amount of **\$1084.88** due to a hot water heater leak at **47 Austerlitz Street**. *So moved by P. Minahan, seconded by K. Schassler. Approved by all.*

Resolution 20 of 2023 – To approve a request by **Colleen O’Sullivan** to dismiss a **parking ticket** which was issued to her on 2/10/23, on the grounds of insufficient clear signage, and to **reimburse her \$25 fine** paid. *So moved by K. Schassler, seconded by P. Minahan. Discussion: A. Chief Alessi explained that one of the “no parking” signs was missing at that location, and has now since been replaced. Motion approved by all.*

Resolution 21 of 2023 – To authorize the **Chatham Fire Department** to purchase **TIRES** in the amount of **\$4688.24** from **Inner City Tire.**, per estimate #855705 dated 03/10/23. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Resolution 22 of 2023 – To approve a **budget line transfer** in the amount of **\$600** from **16204 Buildings Fuel Oil** to **16204 Buildings CE** to cover the overage due to replacement of door hardware at the Tracy. *So moved by J. Boehme, seconded by K. Schassler. Approved by all.*

Resolution 23 of 2023 – To approve a **budget line transfer** in the amount of **\$14,598.86** from budget line **19904 Contingency to 90898 Medical Benefits** to cover the additional cost of two employees added to the Village MVP Medical and CDPHP/Delta Dental Family Plans. *So moved by P. Minahan, seconded by M. Spock. Approved by all.*

Resolution 24 of 2023 - To approve **Budget line transfers**, in the amounts of **\$3164** from Budget Line **90108 State Retirement**, and **\$1287** FROM Budget Line **19104 Unallocated Insurance**, for a **total of \$4451**, to Budget Line **90158 Fire and Police Retirement** to cover the more than anticipated cost of PFRS (Police and Fire Retirement System). *So moved by P. Minahan, seconded by J. Boehme. Approved by all.*

Resolution 25 of 2023 - To authorize Erin Reis as the Code Enforcement Officer and Building Inspector to execute the **Stipulation of Settlement**, index #E02022019418, with **Diane Semlear and Mark Lecuyer**. *So moved by J. Boehme, seconded by P. Minahan. Approved by all.*

Items for Discussion:

- Revisions to the Sewer Law – Introduced in February by Village Attorney K. Dow. (Need to set Public Hearing). *K. Dow mentioned some things for the board to consider:*
 - *1. Need to determine who has authority to oversee the sewer*
 - *2. Who is best suited to do grease trap inspections?*
 - *3. Does the Board want to revise penalties?*
 - *4. Need to indicate a position or person (Chief operator, Superintendent, etc)*
 - *5. Check for issues with Union regarding naming position or person.**Mayor Howe would like to look into the civil service aspect prior to setting public hearing and finalizing, but would like to see this complete by May.*

- *Parking on Main Street – looking into creative ways to improve the parking situation, specifically on Main Street. Collaborative effort between the police department, CABA, the Village attorney, and shop keepers. Possibly providing information and maps for municipal parking options, courtesy tickets, info in the newsletter.*

- *Food Pantry Sign for in front of the Tracy. Clerk to provide letter of BOT support to the Planning Board.*

- *Budget Process and Dates: The department heads have completed their “proposed budgets” and Mayor Howe and Treasurer DeLong have tweaked it. Some additions and some deletions. The “tentative budget” will be available Monday. It looks pretty good and remains flat. The appropriations and revenues zero out.*

- *Food Trucks codes committee – Workshop held February 13, 2023; 6pm. (Tabled. Committee will get together before the next Trustee meeting)*

- *Village Fee Schedule – add fee for Food Trucks, and update other fees. (Tabled for input after the Board has more opportunity to review the current fee schedule)*

Second Public Comment Period (limited to 15 minutes):

- *L. Locke – Requested that the lights on Main Street be brighter*
- *L. Locke – Inquired about signage directing visitors to the Business District*

- *V. Pitkin – Expressed appreciation for the Town and Village crews who did an extraordinary job cleaning up during this latest storm.*
- *V. Pitkin – Town of Chatham is looking to put together a Broadband Cell Service committee.*
- *V. Pitkin – Noted that the Governor gave Kinderhook \$2.25 million to rehab their Business District.*

Executive Session: Motion by J. Boehme at 8:16pm to enter Executive session for the purpose of discussing potential litigation, motion seconded by M. Spock. Approved by all.

Motion by M. Spock at 8:21pm to Exit Executive session, and adjourn the meeting, seconded by J. Boehme. Approved by all.

Adjournment: 8:21pm

Next meeting: May 8, 2023 7:00pm

Respectfully submitted,
Desiree Kelleher
Village Clerk
(rev.04/4/23)