

BOARD OF TRUSTEES, Village of Chatham

August 12, 2024; 7:00pm

MINUTES

Call to Order (Regular Meeting): 7:00pm by Deputy Mayor P. Minahan.

Present: Deputy Mayor and Trustee P. Minahan; Trustees M. Spock, R. O'Mara-Garcia; Attorney K. Dow; Clerk D. Kelleher; Deputy Clerk S. Davis, Jr.; Treasurer Trish Delong; A. Police Chief J. Alessi.

Not present: Mayor J. Howe; Code Enforcement Officer; E. Reis; DPW Foreman P. Genovese; CFD Chief Rideout.

First Public Comment (limited to 15 minutes): None.

DEPARTMENTS AND COMMITTEES REPORTS:

>**Building Department:** Building Inspector, Erin Reis. Report read by Deputy Clerk Davis.

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

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

>**DPW:** Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia; Streets & Snow Removal Commissioner Karyn Schassler. Report read by Wastewater/Water Commissioner Ralph O'Mara-Garcia.

Approve Minutes of July 8, 2024. So moved by R. O'Mara-Garcia, seconded by M. Spock. Approved by all.

Approve the July 2024 Budget to Actuals. So moved by R. O'Mara-Garcia, seconded by M. Spock. Approved by all.

NEW BUSINESS:

Resolution 131 of 2024 – To approve the proposal for **construction phase engineering services** related to the replacement of the existing UV disinfection system at the Village WWTP in a total amount not to exceed amount of **\$22,000**, dated August 1, 2024, submitted by **LaBella Associates**. To cover the NYDEC required engineering supervision and certification of the completed work, which was not anticipated in the initial proposal. (Funding from unappropriated fund). So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.

Resolution 132 of 2024 - To authorize the **Mayor to sign** the proposal dated August 1, 2024, submitted by **LaBella Associates**, for construction phase engineering services related to the replacement of the existing UV disinfection system at the Village WWTP in a total amount not

to exceed amount of **\$22,000**. *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 133 of 2024 – To authorize the Town of Chatham to investigate the feasibility of air conditioning and window replacement at the Tracy Memorial, and to investigate possible funding for such projects, including application for grants. *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 134 of 2024 – To approve and authorize the DPW to hire **Ashton Tutrow** as a **Laborer** at a union contract rate of **\$19.36 per hour, effective hire date August 19, 2024**. There is a 30 day probationary period for this position. For the first thirty days, the position will be part time (30 hours per week). After the initial 30 days, the position will be full-time (40 hours per week). *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 135 of 2024 - To approve the use of funds in the **Hudson and Houseman Avenue Water Main Reserve Fund** in the amount of **\$23,776.85** to cover invoices for purchases made from **June 2024 to July 2024**, which were applied to the Village Budget line 83402 (Transmission Equipment), and is reflected as item "A" on the July Budget to Actual report. *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 136 of August 2024 - To Amend the Budget for **use of the Unappropriated Fund Balance**

WHEREAS, The Board of Trustees resolved on January 8, 2024 to use the unappropriated fund balance to fund the project known as the **Chatham Municipal Well Assessment, a mandatory redundant water source; and**

WHEREAS, pursuant to Village Law section 5-520, appropriation of the necessary funds may be made by transferring available funds from the unappropriated fund balance if the water fund and such unappropriated fund balance contains sufficient funds for such appropriation and transfer;

NOW, THEREFORE BE IT RESOLVED, that the 2024-25 Village of Chatham Water Fund budget is hereby amended and modified as follows:

- Revenue line 914 (Assigned Appropriated Fund Balance) is increased by five thousand dollars (\$5,000.00)
- Appropriation to expense line 83404 (Transmission Contract) is increased by five thousand dollars (\$5,000.00)

- Funds to be used to pay such appropriation shall be drawn from Assigned Unappropriated Fund Balance line 915.12.
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

So moved by R. O'Mara-Garcia, seconded by M. Spock, and approved by all.

Resolution 137 of 2024 - To approve the request by **Columbia County Pathways to Recovery (CCPR)** to hold their annual **Memorial Walk** on Friday, **September 20, 2024**, begin at **6:00pm** on the front steps of the Tracy Memorial building, and to include the placement of **Memorial signs on the green space** at the end of Main Street between the clock tower and the railroad tracks, for a period of one week after the event. *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 138 of 2024 – To authorize the DPW to purchase one **Fisher 10' snow plow** (\$9820.99), one **Western 9' 4-cubic foot S/S Marauder Sander** (\$9400), and one 70" side extension kit (\$2453), from **T&T Sales, Inc.** in the **TOTAL amount \$21,673.99**, per T&T Sales Quote #Q977, dated 6/5/2024, based on the NYS Sourcewell contract (062222-DDY). *So moved by M. Spock, seconded by R. O'Mara-Garcia, and approved by all.*

Resolution 139 of 2024 - To approve the request and authorize CABA to hold the annual **Octoberfeast** celebration on **Saturday, October 5, 2024, from 11am-4pm**; *To approve the CABA request to **close Main Street** (traffic circle to Clock Tower) **and Park Row** (Herrington's entrance to Kinderhook St) **to parking and thru-traffic on Saturday, October 5, 2024 from 8am-5:00pm, for Octoberfeast activities**; To approve the **suspension of all parking on Hudson Avenue** from the Railroad tracks to Lea's Clothing Store (33 Hudson Avenue), for **Octoberfeast on Saturday, October 5, 2024, from 8:00am to 5:00pm**; *To approve the use of the Main Street Municipal Lot and Depot Square for CABA Octoberfeast on Saturday, October 5, 2024, 8am-7pm*; To approve temporary suspension of the **local open container law** for **Octoberfeast on Saturday, October 5, 2024, in the Municipal Lot (11:00am-9pm), on Main Street** from the traffic circle to the clock tower (11:00am-5:00pm), **and on Hudson Avenue** from the Railroad Tracks to Lea's Clothing Store/33 Hudson Avenue (11:00-5:00pm). *So moved by R. O'Mara-Garcia, seconded by M. Spock. Approved by all.**

Resolution 140 of 2024 - To authorize the Mayor to sign the **Octoberfeast event Hold Harmless Agreement (HHA)**, between the Village of Chatham and CABA, dated August 5, 2024. *So moved by R. O'Mara-Garcia, seconded by M. Spock, and approved by all.*

Resolution 141 of 2024 – To approve **NO PARKING** on Kinderhook Street and Woodbridge Ave, from 6am to 2pm on Saturday, August 31, 2024 for the annual Firefighters Parade. *So moved by M. Spock, seconded by R. O’Mara-Garcia, and approved by all.*

DISCUSSION ITEMS:

- a. **Tennis/Pickleball Courts** – introduce the need to revise and update signage.
Discussion included the need for new and updated signage and detail about possession of court switching on the hour every hour, limiting the number of balls on the court(s) at any given time, and play of one group not interfere with play of another group. K. Dow will provide some wording for Board review at the next monthly meeting.
- b. **County Waste Contract** – introduce the need to revise fees for trash stickers.
Discussion included general need to look into the overall refuse removal cost vs trash stickers revenue, the trash stickers program, and other possible ways to provide refuse collection for Village residents. Clerk will investigate how many stops CW currently makes in the Village.
- c. **Yard Waste Policy** – P. Genovese will be working on a more specific policy

Second Public Comment Period (limited to 15 minutes): *None.*

Executive Session: For discussion of proposed, pending, or current litigation.

- Motion to enter into Executive Session by M. Spock, seconded by R. O’Mara-Garcia. All approved to enter ES at 8:20pm.*
- Motion to leave Executive Session by P. Minahan, seconded by M Spock. All approved to leave ES at 8:35pm.*

Upcoming Meetings: September 9, 2024; 7:00pm.

Adjournment: *Motion to adjourn by M. Spock, seconded by R. O’Mara-Garcia. All approved to adjourn at 8:36pm.*

*Respectfully submitted,
Desiree Kelleher
Village Clerk
(9/9/24)*

Meeting Location:
Tracy Memorial Village Hall
77 Main Street, Chatham, NY 12037