

BOARD OF TRUSTEES, Village of Chatham

September 9, 2024; 7:00pm

MINUTES

Call to Order (Regular Meeting): 7pm by Mayor J. Howe. Upon opening the meeting, Mayor Howe issued the following statement:

The Board of Trustees wants to acknowledge to the public an issue that has come to light and that the Village is working to resolve. It was discovered by the Village that due to the use of a non-standard water meter at Edgewood Acres and other factors, water consumption data that was used to generate water and sewer bills issued to Edgewood Acres over a period of several years substantially understated the quantity of water being used there. This resulted in bills that understated the quantity of water and sewer usage at Edgewood and the corresponding amounts of the bills. The Trustees of the Village are committed to achieving a resolution of this matter that is in the best interests of the Village of Chatham and its residents. Because the matter is the subject of both discussions with Edgewood and litigation, however, protection of the Village's interests precludes detailed public discussion of the specifics at this time.

Present: Mayor J. Howe; Trustees M. Spock, K. Schassler; Attorney K. Dow; Clerk D. Kelleher; Treasurer P. Delong; CPD Chief J. Alessi; CFD Chief P. Rideout; CPA R. Patterson.

Not present: Dep Clerk S. Davis, Jr.; Dep Mayor P. Minahan; Trustee R. O'Mara-Garcia; Code Enforcement E. Reis; DPW P. Genovese.

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

DEPARTMENTS REPORTS: (Reports submitted are filed with the meeting minutes).

>**Building Department:** Building Inspector, Erin Reis. Submitted report read by D. Kelleher.

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

>**Fire Department:** Chief P. Rideout; Fire Commissioner Melony Spock. Submitted report presented by Chief Rideout.

>**DPW:** Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia; Streets & Snow Removal Commissioner Karyn Schassler. No report submitted. Mayor Howe gave a brief overview of DPW activity for the month.

Approve Minutes of August 12, 2024. So moved by M. Spock, seconded by K. Schassler. Approved by all.

Approve Minutes of August 26, 2024 Special Meeting. So moved by M. Spock, seconded by K. Schassler. Approved by all.

Approve the August 2024 Budget to Actuals. So moved by M. Spock, seconded by K. Schassler. Approved by all.

NEW BUSINESS:

Resolution 144 of 2024 - To approve the use of funds in the **Hudson and Houseman Avenue Water Main Reserve Fund** in the amount of **\$206,133.95** to cover invoices for purchases made from July to August, which were applied to the Village Budget line 83402 (Transmission Equipment), and is reflected as item "C" on the August Budget to Actual report.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 145 of 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 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 eleven thousand seven hundred thirty-one dollars (**\$11,731.00**)
- Appropriation to expense line 83404 (Transmission Contract) is increased by eleven thousand seven hundred thirty-one dollars (**\$11,731.00**)
- Budget line 917.01 (unappropriated unreserved fund balance) is reduced by eleven thousand seven hundred thirty-one dollars (**\$11,731.00**)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 146 of 2024 - To approve the use of funds in the Village of Chatham **Sewer Reserve Fund** in the amount of **\$37,915** to cover invoices for purchases made from June to August, which were applied to the Village Budget line 81302 (Treatment Equipment) , and is reflected as item "A" on the August Budget to Actual report.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 147 of 2024 – To authorize the DPW to purchase a **miniBLEND L4S-120-1.0PS Replacement Polymer Mixing Unit** from **KOESTER Associates, Inc.** in the amount **\$10,300** per Quote dated 9/4/24 due to the sudden unexpected failure of the existing unit.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 148 of 2024 – To approve a **budget line transfer** in the amount of **\$10,300** from budget line 81304 Treatment/Disposal CE to budget line 81302 Treatment EQ for the emergency purchase of a **miniBLEND L4S-120-1.0PS Replacement Polymer Mixing Unit** from **KOESTER Associates, Inc.**

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 149 of 2024 - To authorize the CPD to purchase **one (1) Motorola portable LPR L6Q**, including a **5-year service agreement**, from **Vigilant Solutions, LLC** per quote #62F-0039-03 dated 08/22/24 (based on the Sourcwell Contract #101223-MOT) in the amount **\$9,155**.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 150 of 2024 – To approve a **budget line transfer** in the amount **\$9155** from budget line **3389 State Aid Public Safety** to budget line **31202 Police EQ**, for the purchase of **one (1) Motorola LPR** from **Vigilant Solutions, LLC**. *So moved by M. Spock, seconded by K. Schassler. This is being funded by NYS Grant money which has already been received by the Village. Approved by all.*

Resolution 151 of 2024 – To authorize the CPD to purchase **ten (10) Arlo Cameras w/accessories** for the **Tracy building** not to exceed **\$2,900**. *So moved by M. Spock, seconded by K. Schassler. Approved by all.*

Resolution 152 of 2024 – To approve a **one-time sewer relief** in the amount **\$489.08** to **St. James Roman Catholic Church Rectory** (acct #58-0) at **129 Hudson Avenue** due to a leaking outdoor faucet.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

Resolution 153 of 2024 – **175th Payne African Methodist Episcopal Church Anniversary...**

WHEREAS, the Payne African Methodist Episcopal Church is celebrating its **175th year** of existence in the Village of Chatham, and

WHEREAS, Payne African Methodist Episcopal Church has served the community for those many years, and

WHEREAS, Payne African Methodist Episcopal Church continues to serve the residents of the Village of Chatham and neighboring communities;

BE IT RESOLVED, that the Trustees and Mayor of the Village of Chatham congratulates Reverend Paulette A. Adams, Pastor, and members of the Payne African Methodist Episcopal Church on its noted anniversary and sincerely thank them for their efforts on behalf of our residents.

So moved by M. Spock, seconded by K. Schassler. Approved by all.

DISCUSSION ITEMS:

- Trees in front of 2 Main Street. Remove and replace. *New Owner of 2 Main St requested permission to remove the trees in the sidewalk in front of his building because they block the view of the building. The roots are currently lifting the sidewalk. He offered to replace the trees with trees that will not destroy the sidewalk, and he will pour a new sidewalk at his expense. The Village agreed to break up the existing sidewalk concrete.*
- *KISS Document Shredding 09/16/24 – 09/27/24.*
- Sidewalk clearances and Pedestrian Safety – *Second and Final Notice distributed by Building Dept.*
- Continue Refuse situation discussion. *Brief mention by the Mayor that the Village will be looking at alternative ways to manage the refuse collection in the Village. Cost of removal has increased significantly and the variance between Trash sticker revenue and refuse collection contract has become too far apart.*
- Jones Ave courts. *Proposed wording for updated signage: “Court Rules: **One hour time limit.***

*-The following applies whenever both courts are in use and someone is waiting for an open court: No person may remain on the court for more than one hour, including as an instructor or playing partner with successive persons, when others are waiting to use the court. **At the end of one hour, every person on the court in any capacity (such as player, instructor, or observer) must vacate the court in favor of persons who have not been using the court.***

*-The following applies whenever both courts are in use: The users of one court must not interfere with the ability of others to use the adjacent court. **No players or group of players may have more than four tennis balls or pickleball balls on the court at any time.”***

(The proposed wording for the updated signage at the Jones Ave Courts will be put on the agenda for next month as a Resolution for approval.)

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

Executive Session: For discussion of proposed, pending, or current litigation. *Motion by M. Spock to enter Executive Session. Seconded by K. Schassler. All approved to enter at 7:31pm. Motion by M. Spock to leave Executive Session. Seconded by K. Schassler. All approved to leave Executive Session at 8:14pm.*

Upcoming Meetings: ***October 15, 2024; 7:00pm.*

Adjournment: *So moved by M. Spock, seconded by K. Schassler. Approved by all to adjourn at 8:15pm.*

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

Respectfully submitted,

Desiree Kelleher,

Village Clerk

(9/10/24)