

Village of Chatham
BOARD OF TRUSTEES MEETING
Tuesday, October 15, 2024
MINUTES (recording on website)

Present: Mayor J. Howe; Trustees P. Minahan, M. Spock, K. Schassler, R. O'Mara-Garcia; Clerk D. Kelleher; Deputy Clerk S. Davis; Treasurer P. DeLong; CPD Chief J. Alessi; CFD Chief P. Rideout; Residents B. Chilla and D. Lee.

Not present: DPW Working Foreman P. Genovese.; Village Attorney K. Dow.

Call to Order (Regular Meeting): 7:00 pm

First Public Comment (limited to 15 minutes): Resident B. Chilla addressed the Board regarding her concerns about cars and trucks exceeding the speed limit on Spring St. as people go up the hill heading out of the Village and noted that she was struck by a vehicle on that road while bicycling in 2019. She asked that the Board consider lowering the speed limit there and perhaps throughout the Village. Mayor J. Howe noted that the speed on that road is governed by the NYS Department of Transportation. CPD Chief J. Alessi stated that the Police Department does try to enforce that are and stated that the speed monitoring sign will be placed there in the next week. Resident D. Lee stated that riding a bicycle on that road is scary and suggested that a white line be added to separate motorized vehicles from bicyclists. Mayor J. Howe stated that the road really is not wide enough to accommodate a bicycle lane but perhaps additional signage might help. The Mayor stated that both he and CPD Chief J. Alessi would reach out to the D.O.T. to see what, if anything, could be done.

DEPARTMENT REPORTS: (submitted reports are filed with the Village Clerk)

>**Building Department:** Building Inspector, Erin Reis. E. Reis not present, Report read by Deputy Clerk S. Davis.

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

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

>**DPW:** Working Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia; Streets & Snow Removal Commissioner Karyn Schassler. DPW Working Foreman P. Genovese not present, no report submitted. Overview of DPW work done in the last month and state of the department given by Mayor J. Howe which included: ongoing leaf pick up throughout the Village, scheduled meter changes, the sewer plant project, the completion of the water main project, the proposed creation of a redundant water supply, pulling together numbers for a sewer relining project, the arrival of the new truck and the plan to auction the old truck.

Approve Minutes of September 9, 2024. So moved by P. Minahan, seconded by M. Spock. Approved by all.

Approve the September 2024 Budget to Actuals. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

NEW BUSINESS:

RESOLUTION 154 of 2024- To approve, and authorize the Mayor to sign the Metz Wood/NYMIR **2024-2025 Commercial Liability Insurance renewal** for the period **November 11, 2024-November 10, 2025**, in the amount of \$72,056 + 3981.25 (cyber), or **\$76,037.25 TOTAL.**

So moved by M. Spock, seconded by R. O'Mara Garcia. Approved by all.

RESOLUTION 155 of 2024 – To authorize the Chatham High School **Athletics Booster Club** to host a **5K race fundraiser** in the Village on **May 4, 2025.**

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

RESOLUTION 156 of 2024 - To authorize the Village Clerk to transmit to the county board of elections a certificate setting forth **each Village office to be filled.**

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

RESOLUTION 157 of 2024 – To establish the Tracy Memorial Hall, 77 Main Street, Chatham, NY as the **polling place** for the **Village Elections** on Tuesday, **March 18, 2025** from **12:00 noon** until **9:00 p.m.**

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

RESOLUTION 158 of 2024 – To authorize the Village Clerk to **publish a notice** designating the **Village offices** to be **filled**, and **terms** thereof.

So moved by R. O'Mara Garcia, seconded by P. Minahan. Approved by all.

RESOLUTION 159 of 2024 - To authorize the Treasurer to issue a **refund in the amount \$2.16 to Erin Gress**, for overpayment for water/sewer usage at **138 Hudson Ave**, a parcel which is no longer owned by Erin Gress.

So moved by M. Spock, seconded by R. O'Mara Garcia. Approved by all.

RESOLUTION 160 of 2024 – To authorize **Film Columbia** use of the Tracy Memorial Hall for **Screenwriting Panel workshops** scheduled **10/26/24-10/27/24**, pending completed submission of Use of Facilities application, liability insurance certificate, and payment for use of facilities.

So moved by K. Schassler, seconded by R. O'Mara Garcia. Approved by all.

RESOLUTION 161 of 2024 - To approve the **Morris Memorial Association** hosting the 48th annual **Ray Barbuti Turkey Trot on Thanksgiving Day, November 28, 2024**; the closure of **Park Row** from **8:30am to 11:30am**; the **use of Village streets** from the **Morris Memorial** located on **Park Row to Main Street, Kinderhook Street, Shore Road, Eaton Avenue,**

Woodbridge Avenue, and the CCSD School Road; and to approve the **CPD** assistance at different intersections to ensure safety for all participants and onlookers.

So moved by K. Schassler, seconded by P. Minahan. Approved by all.

RESOLUTION 162 of 2024 – To approve an increased **pay rate of \$19** per crossing detail for **School Crossing Guards**, effective 10/21/24.

So moved by M. Spock, seconded by R. O'Mara Garcia. Approved by all.

At this point in the meeting a motion was made by M. Spock to enter into Executive Session to discuss the potential employment of a particular person or persons. Motion seconded by R. O'Mara-Garcia and approved by all at 7:33 pm.

Motion made by M. Spock to exit Executive Session. Motion seconded by R. O'Mara-Garcia and approved by all at 7:40 pm.

RESOLUTION 163 of 2024 – To hire **Maura Loughman-Bull** as a School Crossing Guard at a pay rate of \$19 per crossing detail, effective 10/21/24.

So moved by K. Schassler, seconded by P. Minahan. Approved by all.

RESOLUTION 164 of 2024 – To hire **Arthur Loughman-Bull** as a School Crossing Guard at a pay rate of \$19 per crossing detail, effective 10/21/24.

So moved by K. Schassler, seconded by R. O'Mara-Garcia. Approved by all.

RESOLUTION 165 of 2024 – To authorize the CPD to purchase 52 cases of **surplus ammunition** (40cal) from the **Town of Schodack Police** Department, for a total of **\$5800**, which is approximately 60% under the current market rates. *CPD Chief J. Alessi stated that he had been contacted by a neighboring police department who was transitioning to a different firearm and had surplus ammunition as a result. The price to purchase the surplus ammunition was approximately 60% below market value and would reduce the cost spent on ammunition over the next 4 years.*

So moved by P. Minahan, seconded by M. Spock. Approved by all.

RESOLUTION 166 of 2024 –

To Amend the Budget to reflect an **increase in CHIPS**.

WHEREAS, due to the NYS Department of Transportation letter dated April 30, 2024, which includes approved cumulative rollover balances,

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

- Revenue line 3501.01 (State Aid CHIPS) is increased by thirty-six thousand two hundred fifty-nine dollars and fifty-three cents (**\$36,259.53**)

- Increase to expense line 51104.01 (General Repairs CHIPS) is increased by thirty-six thousand two hundred fifty-nine dollars and fifty-three cents (**\$36,259.53**)
- 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 167 of 2024 - To approve the use of funds in the **DPW Pavement Rehabilitation Reserve Fund** (established May 2022) in the amount of **\$21,663.06** to be used in connection with **CHIPS** to pay toward the invoice from **A. Colarusso & Son** dated September 23, 2024, which were applied to the Village Budget line 51102.01 (General Repairs Equipment), and is reflected as item "D" on the September Budget to Actual report.

So moved by P. Minahan, seconded by K. Schassler. Approved by all.

RESOLUTION 168 of 2024 - To approve the use of funds in the **Hudson and Houseman Avenue Water Main Reserve Fund** (established January 8, 2024) in the amount of **\$913.09** to cover invoices for purchases made from August to September, which were applied to the Village Budget line 83402 (Transmission Equipment), and is reflected as item "E" on the September Budget to Actual report.

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

RESOLUTION 169 of 2024 - To approve the **transfer** of funds in the amount of **\$1,673.99** from line 51424.01 (**Snow Removal Contractual**) to 51422.01 (**Snow Removal Equipment**) for the purchase of a **Fisher Snowplow** and **Western Marauder Sander** for the **2023 Chevy Silverado** due to a **slight increase in the Sourcewell** contract on the price of the product, and is reflected as item "E" on the September Budget to Actual report.

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

RESOLUTION 170 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 five thousand six hundred dollars (**\$5,600.00**)
- Appropriation to expense line 83404 (Transmission Contract) is increased by five thousand six hundred dollars (**\$5,600.00**)
- Budget line 917.01 (unappropriated unreserved fund balance) is reduced by five thousand six hundred dollars (**\$5,600.00**)

· 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. Approved by all.

RESOLUTION 171 of 2024 – To approve the purchase of **Sophos XGS 136 Xstream Firewall Protection (3-year subscription)** and **Sophos XGS 116w Firewall Device** for a total of **\$1703.90**, per **Columbia County MIS Q-1001005** dated October 1, 2024.

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

DISCUSSION ITEMS:

-Medical Insurance increase: *Mayor J. Howe informed the Board that MVP (the current Medical Insurance provider for the employees of the Village of Chatham) will be increasing rates by 14% next year. He stated that the Clerk's Office, in conjunction with the Treasurer, is currently researching other options.*

-Close Kinderhook Street to thru traffic on Thursday, October 31, 2024 from approximately 4pm to 10pm to allow for pedestrian traffic during prime Halloween trick-or-treating time: *The Board agreed to close the road and asked that the Clerk's Office post the notification to the Village website and social platforms.*

-Workplace Violence and Sexual Harassment Annual Training (via assigned NYMIR/NEOGOV online training module): *General discussion regarding the process for signing up all Village employees and Board members to the NYMIR website for online mandatory training.*

-E-Bike complaints: *Mayor J. Howe noted that both he and CPD Chief J. Alessi have received complaints regarding the use of e-bikes in the Village. Chief Alessi stated the current law regarding e-bikes and noted that current legislation has not kept up with the technology and suggested that the Village could create its own ordinance in advance. Mayor Howe suggested perhaps there could be some outreach in the schools.*

-Harlem Valley Rail Trail update:

-Hudson/Chatham Bus Route Survey: *After general discussion regarding the survey, the Mayor asked that the Clerk's Office post the notification to the Village website and social platforms.*

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

Upcoming Meetings: *November 12, 2024; 7:00pm.*

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

Adjournment: *Motion to adjourn by M. Spock, seconded by K. Schassler. Approved by all at 8:10pm to adjourn.*

Respectfully Submitted,
Sam Davis, Jr
Deputy Village Clerk
10/31/24

