

BOARD OF TRUSTEES MEETING

February 10, 2025; 7:00pm

AGENDA

Call to Order:

First Public Comment (limited to 15 minutes):

Departments and Committees Reports: (Submitted reports are filed with Clerk)

A. Building Department: Building Inspector, Erin Reis.

B. Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan.

C. Fire Department: Chief P. Rideout; Fire Commissioner Melony Spock.

D. DPW: Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia, Streets & Snow Removal Commissioner Karyn Schassler.

Approve Minutes of January 13, 2025:

Approve the January 2025 Budget to Actuals:

New Business:

Resolution 7 of 2025 – To hire **Jennifer Trolenberg** as **secretary** to both the Village of Chatham **Planning Board** and the Village of Chatham **Zoning Board of Appeals**, at rate of **\$22/hour**, effective immediately.

Resolution 8 of 2025 – 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 two thousand dollars (\$2,000.00)
- Appropriation to expense line 83404 (Transmission Contract) is increased by two thousand dollars (\$2,000.00)
- Budget line 917 (unappropriated unreserved fund balance) is reduced by two thousand dollars (\$2,000.00)

- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Resolution 9 of 2025 – To approve the use of **Wastewater Treatment Plant UV Disinfection Reserve Funds** in the amount of **\$39,322.50** to cover invoices submitted by **Flach Industries, Inc.** and **LaBella Engineering**, applied by the Village to Budget Line 81302 (Treatment Equipment), and reflected as item "C" on the January Budget to Actual report.

Resolution 10 of 2025 – To authorize the DPW to hire a **Laborer** at the rate of **\$19.36/hour** to backfill the vacant part-time position.

Resolution 11 of 2025 – To approve a **Water Meter Upgrade and Replacement Project** which would transition the meters from Badger Orion ME to **Badger Ultrasonic** (approx. 825 meters), for an estimated cost of **\$240,903**, to include installation of approx. 462 Badger Ultrasonic meters, and retrofit of approx. 361 endpoints by the Village DPW.

Resolution 12 of 2025 – To authorize the DPW to begin purchasing and installing the **Badger Ultrasonic endpoints to retrofit** approx. 361 existing Badger Orion ME radio read meters, to be paid for by using an estimated **\$60K** from the **unappropriated unreserved water fund** balance.

Resolution 13 of 2025 – To authorize the **Clerk to solicit bids** for materials required for the **re-lining** of 1000ft of **Village Sewer**.

Resolution 14 of 2025 – To authorize _____ to remove the **dead tree** located at the side of the road near **4 Grove Street**, for **\$1800**, per quote # _____, dated _____, because the dead tree has been determined to be a **danger to the health and safety of the public**.

Resolution 15 of 2025 - To Amend the Budget for use of the Unappropriated Fund Balance

WHEREAS, repeated **boiler and heating system** problems resulted in emergency calls to fix the plumbing and heating problem in the **Tracy Building**.

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 general 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 General Fund budget is hereby amended and modified as follows:

- Revenue line 914 (Assigned Appropriated Fund Balance) is increased by thirty-seven thousand four hundred seventy-seven dollars (\$37,477.00)
- Appropriation to expense line 16204 (Building R&M) is increased by thirty-seven thousand four hundred seventy-seven dollars (\$37,477.00)
- Budget line 917.01 (unappropriated unreserved fund balance) is reduced by thirty-seven thousand four hundred seventy-seven dollars (\$37,477.00)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Items for Discussion or Mention:

- a. Sidewalks approved for Village clearing
- b. Exploratory drilling
- c. Budget season
- d. Village webpage progress

Second Public Comment Period (limited to 15 minutes):

Executive Session: For discussion of proposed, pending, or current litigation; **AND**, for discussion of employment history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person.

Adjournment:

Next meeting: March 10, 2025; 7:00pm

Meeting Place
VILLAGE OF CHATHAM, NEW YORK
TRACY MEMORIAL BUILDING, 77 MAIN STREET, CHATHAM, NY 12037