Village of Castleton-on-Hudson
Board of Trustees Regular Meeting Agenda
January 9, 2017
7:00 PM

- **Call to Order and Pledge of Allegiance**
- **Approval of Minutes:**
  - December 12, 2016 Regular Meeting Minutes
- **Public Comment:**
- **Trustee Reports:**
  1. Mayor Schmidt
  2. Deputy Mayor/Trustee Martin
  3. Trustee Pratico
  4. Trustee Ryan
  5. Trustee Giuliano
- **Reports:**
  1. DPW Report
  2. Water & Wastewater Report
  3. Castleton Kids
  4. Library
  5. Code Enforcement
  6. Fire Department
  7. Building Inspector
  8. Safety/MS4 Report
  9. Planning Committee
  10. Zoning Committee
  11. Clerk-Treasurer Report
- **Business:**
  1. Post Office parking lot
  2. Resolution #56 of 2016 – Budget Modifications
  3. Resolution #57 of 2016- WWTP Upgrade SEQR lead agency,classification and determination of significance
  4. Approve NYMIR Insurance renewal
  5. New Fire Truck
  6. ERCSWMA
  7. Computel letter for Time Warner- gross tax receipts
- **Public Comment:**
- **Appropriations:**
  1. Abstract #15 - Vouchers # 443 - #444
  2. Abstract #16- Vouchers #445 - #502
- **Online Banking Transfers:**
- **Executive Session:**
- **Adjournment:**

DPW REPORT January 4, 2017

A: WATER

1) **Preform daily water operations**
2) **Shut off water to 3 vacant houses**

B: STORM WATER, MS4S AND SANITARY SEWER

1) **Clear storm drops thought out Village**

C: STREETS

1) **Clean all vehicles**
2) **Pick up bags of yard waste curb side**
3) **Pick up Christmas trees**
4) **Plow and Salt roads**
5) **Training with Norm at sewer plant**
6) **Order salt**
7) **New door installed at Village hall**

D: MECHANICAL

1) **Replace plow motor on 2005 F-550**
2) **Repair sander on 2005 F-550**
3) **Oil change , filters and grease 2014 F-250**

E: MISCELLANEOUS

1) **Complete monthly inspection of bulk petroleum storage tanks.**

Respectfully submitted;
Richard A. Saville

VILLAGE OF CASTLETON-ON-HUDSON
WATER AND WASTEWATER REPORT
January 09, 2017

Average daily water flow for September 144,000 GPD
Average daily water flow for October 145,000 GPD
Average daily water flow for November 120,000 GPD
Average daily water flow for December 116, 000 GPD

- Marked water main and laterals on South Schodack Road and Maple Hill Road.
- Made repairs to the chlorine analyzer.
- New water service installed at 1010 Maple Hill Road.
- Shut off water feeding 38 Seaman, 5 Benedict, 64 South Main, and 64 First. Homes are vacant.
- Pumped out fire hydrants that with water not drained out of them.
- Hudson River Foods is filling their water tower.
- Updated Vulnerability Assessment, Water SOP, and Water Emergency Plan.

Average daily sewer flow for September 98,000 GPD
Average daily sewer flow for October 99,000 GPD
Average daily sewer flow for November 107, 000 GPD
Average daily sewer flow for December 110, 000 GPD

- Aerator failed that is running on the electrical drive.
- 12-13-2016 John and Ken attended a class with NYRWA.
- Gave MHHS and APHS a tour of the plant.
- Checked #1 Stimpson for a sewer leak.
- Installed a seat belt on the fork truck.
- Inspected a new sewer line installed at 89 Scott.
- Safety training with Norm at the plant.
- Replaced the computer that crashed.

John Shortsleeve

Castleton Kids Report
1/9/17

→ Attached is an update on enrollment and staffing as of 1/1/17.

→ Attached are the meeting minutes from the December 14th CK Board Meeting.

→ Update on the School District Capital Plan – The district planned on having CK move to the middle school in September of 2017 but that will now be delayed for another year and will take place in September 2018 due to the delay in the Capital Project funding.

→ CK has started new winter clubs for the kids. Clubs are held every Tuesday and Thursday.

→ CK budget discussions are under way and all tuition prices(summer camp and school year) are getting reviewed.

→ CK annual golf tournament fundraiser planning is now under way and the tournament will be held on Saturday, May 13th at Burden Lake Country Club.

Castleton Kids enrollment numbers as of 1/1/17

	# Enrolled	Mon	Tues	Wedn	Thur	Fri
Kindergarten	20	17	17	15	16	15
1st grade	30	27	29	27	28	23
2nd grade	21	18	19	19	19	16
3rd grade	22	18	19	20	18	16
4th grade	15	13	14	14	13	12
5th grade	12	9	11	12	10	7
6th grade	2	2	2	2	2	2
Total	122	104	111	109	106	91

Staffing at CK as of 1/1/17

	Title	Mon	Tues	Wedn	Thur	Fri
Scott Mocerine	Director	x	x	x	x	x
Kylie Lill	Supervisor		x		x	x
Kayla Adams	Supervisor	x	x	x	x	x
BobbiSue Garvansites	Supervisor	x	x	x	x	x
Mckayla Burke	Supervisor	x	x	x	x	x
Megan Kenney	Group Leader	x		x		x
David Chestnut	Group Leader	x	x	x	x	x
Steve Sepowski	Group Leader		x	x	x	x
Logan Samarija	Group Leader	x	x	x	x	x
Emily Cutler	Group Leader	x	x	x	x	x
Austin Kendrick	Group Leader	x	x		x	x
Kristine Probst	Group Leader		x		x	x
Megan Grandinetti	Group Leader	x		x		x
Julia Marino	Group Asst.	x	x	x	x	x
Abby Haskins	Group Asst.		x	x	x	x
Dylan Chesnut	Group Asst.	x	x	x	x	x
Liam Kelly	Group Asst.	x	x	x	x	x
Skylar Riccardi-Bushey	Group Asst.	x	x	x	x	x
Hannah Meisel	Group Asst.	x	x	x	x	x

Castleton Public Library – Director's Report

Library News

The library has hired a new part-time Librarian I for Youth Services. Joelle Adler began working with the library on 1/3/17. Ms. Adler's resume is attached.

Outreach Programs – January and February

- **Tuesday, January 10** – Castle Hill Bookmobile.
- **Monday, January 23** – Lending Library at Riverside Center for Rehabilitation and Nursing.
- **Tuesday, February 14** – Castle Hill Bookmobile.
- **Monday, February 27** – Lending Library at Riverside Center for Rehabilitation and Nursing.

2016 at Castleton Public Library – Comparative Statistics

Visitation*				
2013	**2014**	**2015**	**2016**	**% Change 2015-2016**
13,234	11,908	12,806	12,917	+.87%
*= Visitation numbers are estimated by recording a daily visit tally for a set period of time, then extrapolating that data for the entire year.				

Library Card Holders					
	2013	**2014**	**2015****	**2016****	**% Change 2015-2016**
Resident*	642	671	505	556	+10.1%
Non-Resident	923	911	423	609	+43.9%
Total	**1,565**	**1,582**	**928**	**1,165**	**+25.5%**
*= Resident status defined as residing within the Village of Castleton. **=Data includes only those cards with expiration date of current year or later.					

Circulation of Materials at CPL				
2013	**2014**	**2015***	**2016**	**% Change 2015-2016**
21,527	17,663	20,160	23,185	+15%
* = 2015 circulation statistics include estimated totals for the months of April and May using a formula suggested by UHLS. Accurate circulation data was not recorded by Sierra, the library's new ILS, for those months.				

Computer Use Sessions				
2013	**2014**	**2015**	**2016**	**% Change 2015-2016**
2,120	1,176	1,475	1,827	+23.9%

Programs					
	2013	**2014**	**2015**	**2016**	**% Change 2015-2016**
Number of Programs Offered	165	95	193	331	+71.5%
Attendance – Children	1,114	462	939	1,166	+24.2%
Attendance – Teens	20	55	120	178	+48.3%
Attendance – Adults	350	159	989	1,175	+18.8%
Total Program Attendance	**1,484**	**676**	**2,048**	**2,518**	**+22.9%**

Events and Programs at

Castleton Public Library

January 2017

Weekly Programs

Computer Help – By appointment, to fit your schedule! Call 732-0879 to register.

Learn the basics of computer use in a one-on-one setting.

Story Hour with Miss Linda

Thursdays at 10:30 a.m. **January 5, 12, 19, 26; February 2.**

Join Miss Linda for story time and crafts! Suggested age range birth to age 6.

Block Party

Fridays from 10:00-11:00 a.m. **January 6, 13, 20, 27; February 3.**

Bring your baby, toddler, or preschooler in for group play with wooden blocks!

Other Programs

Monthly Monday Matinee: *Sully*

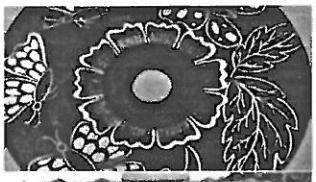
Monday, January 9, 1:00 p.m.

Join us the second Monday of each month to enjoy a movie for adults. January's film is *Sully* (PG-13), released in 2016.

Legal Clinic

Tuesday, January 10, 5:30-7:00 p.m.

Need legal help? Get a free, private, and confidential consultation with an experienced attorney. Sponsored by The Legal Project. Appointment required; call 518-435-1770.



Recycled Art: CD Etching

Wednesday, January 11, 3:00-7:00 p.m.

Recycle old CDs to make cool etched art! Drop in to create your own masterpiece.

Library Board Meeting

Monday, January 16, 7:00 p.m.

Monthly meeting of the CPL Board of Trustees. Members of the public are welcome to attend.

Afternoon Book Club: *March* by Geraldine Brooks

Tuesday, January 17, 1:00 p.m.

Join us the third Tuesday of each month for a book discussion! Books available at the front desk.

Crafternoon

Tuesday, January 17, 3:00-6:00 p.m.

Come spend the afternoon crafting. We have plenty of supplies -- bring your imagination!

Friends of the Library

Friends of Castleton Public Library Meeting

Wednesday, January 18, 7:00 p.m.

Want to help support and raise funds for CPL? Come join the Friends! All are welcome.

Family Movie Night: *Storks* (PG)

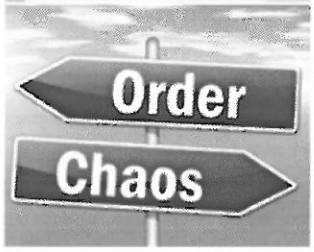
Friday, January 20, 6:00 p.m.

Movie lovers of all ages are welcome at our family movie night! This month's movie is *Storks* (PG), released in 2016.

New Year, New You: Stop Dieting and Start Getting Results

Monday, January 23, 6:00 p.m.

Learn realistic tips on how to eat healthy and delicious foods, feel satisfied, and reach your nutrition goals in 2017! Presented by Christa Valentine, MS RDN CDN, nutritionist and owner of Confidence by Design. Please register; call 518-732-0879.



Clear Your Space, Clear Your Mind: Decluttering Your Home

Wednesday, January 25, 6:00 p.m.

Have a New Year's resolution to organize or de-clutter, but just haven't been able to make it happen? Professional organizing consultant Lisa Higdon will show you how to set priorities and give you tips to get started. Please register; call 518-732-0879.

American Red Cross

American Red Cross Blood Drive

Thursday, February 2, 1:00-6:00 p.m.

Help save lives – donate blood. Appointments recommended; contact 518-732-0879, email director@castletonpubliclibrary.org or visit www.redcrossblood.org.

TAKE YOUR CHILD to the LIBRARY DAY

Take Your Child to the Library Day

Saturday, February 4, 10:00 a.m.-4:00 p.m.

February 4th is Take Your Child to the Library Day! Come down and visit the library and learn about all the fun things you can do with us (plus – pick up a special goodie bag to take home!).

New Digital Resources Coming in 2017!

- **Mango Languages**, a fun, easy-to-use, self-paced language learning program with courses in over 70 languages.
- Learn more about your family history with access to **Ancestry Library Edition** (in-library use only).
- Love digital magazines? Browsing and borrowing is simpler than ever using **Flipster**.

Questions about any of these new resources? Ask a librarian!

NEW!

Castleton Public Library
85 S. Main Street, Castleton, NY 12033
Phone: 518-732-0879
www.castletonpubliclibrary.org
www.facebook.com/castletonpubliclibrary

Library Hours:
Monday-Wednesday – 12:00-8:00 p.m.
Thursday-Friday – 10:00 a.m. – 6:00 p.m.
Saturday – 10:00 a.m. – 4:00 p.m.
Sunday – Closed

Joelle Adler

25 Oakwood Street • Albany, NY 12208 • 518-728-5259
joellebadler@gmail.com

EDUCATION AND CERTIFICATION

New York State Public Librarian Certification, October 2016
M.S. in Information Science, State University of New York at Albany, May 2016

- Concentration: Library and Information Services, GPA: 4.0
- Awards: Excellence in Community Partnerships and Academic Excellence as a Graduate Student

B.A. in Creative Writing, Minor in Education, Hamilton College, May 2013

SKILLS AND ABILITIES

- Proficient in computer programs including: Microsoft Office (Word, Excel, Access, PowerPoint, Publisher), Adobe Acrobat, and Sierra database
- Extensive experience working with children of all ages and a vast knowledge of current trends in youth services librarianship

PROFESSIONAL EXPERIENCE

The Law Office of Stephen G. Levy, Albany, NY **September 2016-Present**
Administrative Assistant

- Assisted attorney in performing research and maintaining an archive of stored client files
- Used Microsoft Office software to prepare legal forms and informational documents

Albany Public Library, East Branches, Albany, NY **June 2016-August 2016**
Summer Reading Program Library Assistant

- Planned and facilitated Summer Reading Program activities for children and teens
- Assisted children and teens in utilizing the library and locating desired materials
- Supervised teen workers and volunteers in the absence of a librarian

Albany Public Library, John A. Howe Branch, Albany, NY **January 2016-May 2016**
Graduate Student Intern

- Assisted the branch librarian and library assistant in developing engaging programs
- Created visually appealing library displays, signs, and flyers
- Promoted the library and its services to patrons

New York State Library, Computer Applications Group, Albany, NY **July 2015-May 2016**
Library Assistant III

- Processed digital documents and contributed to various online projects
- Worked cooperatively with coworkers to discuss policies and practices
- Helped develop exhibits and displays within the library

B'Yachad Hebrew School/Mifgash High School Program, Albany, NY **May 2014-July 2015**
Administrative Assistant

- Communicated with faculty and parents, and maintained school websites and social media accounts
- Assisted school principal with planning, promoting, and facilitating school programs

Jim Lance

December 2016 Code Report

12-2-16

In violation:

- 32 N. Main St- mattress, toys and other junk out on sidewalk. Emailed owner, Kevin Walsh, to notify him of violation and also sent a notice to the occupants of the property.
- 11 S. Main St- trash and rubbish behind and on both sides of property.
- 5 Morgan Terr- pickup truck parked on front lawn.
- 8 Boltwood Ave- parking on lawn, pile of scrap on property and cans were still out at street.
- 10 Boltwood Ave- parking on lawn
- 14 Boltwood Ave- parking on lawn
- 15 Boltwood Ave- parking on lawn
- 2 Boltwood Ave- several vehicles parked on lawn

Re-inspected:

- 8 N. Main St- as I was writing a ticket I noticed the vehicle was up to date on it's registration and inspection. It just has no plates, need to find out if this is legal.
- Motorcycle in Village lot has been removed.

Other:

- 66-68 S. Main St- work in progress.
- 38 Seaman Ave looked to have been raked.
- Emailed Peter Melas @ DOT about his inspection report.

12-7-16

In Violation:

- 64 Benedict Ave- yard is starting to look like an eyesore.
- 119 Green Ave- property is in violation, need to determine if it is in the Village.

Re-inspected:

- 92 Green Ave- large tire was removed
- 68 Scott Ave- washer and dryer has been removed from lawn
- 65 1st St- rubbish was removed from front lawn.

- 1 Seaman Ave- haven't noticed any parking on the sidewalk, closing case.
- 32 N. Main St- sidewalk cleared of junk.

Other:

- 46 Scott Ave- inspected per complaint of vehicles parking on sidewalk during the day. There were no vehicles at the time on inspection, will keep an eye out for it.

12-13-16

In violation:

- 1 Seaman Ave- snow not removed from sidewalk
- 32 N. Main St- snow not removed from sidewalk (snow)
- 22 N. Main St- snow
- 20 N. Main St- snow
- 14 Campbell Ave- snow
- 18-20 Campbell Ave- snow
- 42 Campbell Ave- snow
- From 68 Scott Ave to Cemetery was not cleared of snow
- Many properties on Green Ave did not remove snow
- 6 Campbell Ave- toilet out at street
- 124 S. Main St- furniture placed out with garbage for pickup

Other:

- Vehicle at 8 N. Main St was removed
- Need to figure out how far I am taking snow citations and in target areas or everywhere.

12-18-16

In violation:

- 78 S. Main St per complaint- sidewalk littered with trash, leaves, etc.
- 82 S. Main St per complaint- sidewalk littered with trash, leaves, etc.
- 84 S. Main St per complaint- sidewalk littered with trash, leaves, vomit, etc.
- 8 Morgan Terr- parked on front lawn
- 39 Benedict Ave- "junk vehicle" in driveway (been in an accident)
- 21 Green Ave- snow/ice on sidewalk
- 31 Green Ave- snow/ice on sidewalk

Re-inspected:

- 38 Seaman Ave- house number replaced.
- 5 Morgan Terr- parked wrong side of street, issuing ticket for January

Other:

- 5 Benedict St- noticed a Past Due Water Bill notice on door, will keep an eye on property.

12-21-16

In violation:

- Inspected Village for garbage placed out for pick-up
- 2 Lynch Ave- construction material out on sidewalk
- 69 Campbell Ave- chair with "free" sign on lawn
- 8 Benedict Ave- garbage was overflowing
- 56 Seaman Ave- cans overflowing, garbage placed on ground around can

Re-inspected:

- 6 Campbell Ave- toilet not removed, put notice in mailbox

12-23-16

In violation:

- 71 1st St- rotted pumpkins all over front porch, pile of rubbish on side of property.
- 40 Seaman Ave- garbage cans left out at street

Re-inspected:

- 77 S. Main St- pile of wood still in rear, sending a Final Notice after Holidays
- 38 Seaman Ave- closing case on grass due to season. Will revisit in Spring
- 49 S. Main St- closing case on high grass due to season and Frank Palladino is going to be building a house on the lot.
- 6 Campbell Ave- toilet removed from curb
- 73-75 1st St- no change on the tarp. On 12/1/16 Jamie Thomas said she was going to take care of it.

12-29-16

In violation:

- 2 Willow St- wood placed out at street
- 8 Green Ave- garbage overflowing
- 13 Green Ave- boxes placed out at curb
- 49 1st St- garbage overflowing
- 57 1st St- garbage overflowing
- 58 Seaman Ave- garbage overflowing, placed on ground around cans. Sent a notice

Re-inspected:

- 11 S. Main St- no change, looks vacant.
- 78 S. main St- sidewalk cleaned
- 82 S. Main St- sidewalk cleaned
- 84 S. Main St- sidewalk not cleaned. Learned notice was returned in mail when I went back to office. Emailed Jan to see if she had a good address.
- 10 Hudson St- still no change, issuing ticket for January
- 40 Seaman Ave- cans still out at curb, they don't look like they have moved. Property looks vacant, emailed Jan and John Shortsleeve for info
- 29 Green Ave- no change, issuing ticket for January

Other:

- Owner of 8 Green Ave, Connie, contacted me about the trees that were burnt by the fire. She said branches have been falling much more frequently than before they were burnt. I sent a notice to owner of 6 Green Ave asking to remove trees if they are dead or provide documentation from a professional stating they are alive and safe.

Other duties performed throughout Month

- Spent many hours in-between inspections typing notices, looking up owner/bank info, returning voicemails, returning emails, obtaining info, etc.
- Spoke to the owner 7 Edgewood several times about his citation. There was some confusion on what I was looking for.

President
Don Hancock

Castleton Fire Company
11 Green Avenue
Castleton, NY 12033
Station: 732-4342

Chief
Matthew Carner

December 2016 Report

1) We finished up the year with 145 calls.
2) The bids were received and the truck committee is reviewing the specs and will get back to board with all the details. The truck committee will finalize the load application and will be working with the treasurer.
3) Physicals are scheduled for the end of January.
4) OSHA training will be held in the first quarter.
5) Due to the fact that Schodack Landing Fire Co. had their EMS vehicle stolen and wrecked, CFC will be running all EMS calls with Schodack Landing Fire Co.
6) New hose is in, purchased on the Co-purchase agreement.
7) The 3 Bids are included for the new Thermal Imaging Camera and we are going with Garrison Fire, the lowest bid.

Jerome Fire Equipment Co., Inc.
8721 Caughdenoy Rd., Clay, NY 13041
Phone: 315-699-5288
Toll-Free: 800-699-4533
Fax: 315-699-5288

QUOTE

DATE: December 2, 2016

Castleton Fire Company

QUANTITY	DESCRIPTION	PRICE EACH	TOTAL
1	MSA-10173120; MSA E6000+ TIC Camera, With Laser Range Finder and Vehicle Charging Kit	$7699.00	$8199.00
1	MSA-10145859; MSA E6000X TIC Desktop Charging Kit	$289.00	$16,398.00
1	Freight	$85.00	$85.00
		Total	**$8073.00**

Thank You for the opportunity to submit this proposal. If there are any questions, please do not hesitate to call.

JEROME FIRE EQUIPMENT CO., INC.

CHURCHVILLE FIRE EQUIPMENT
www.churchvillefire.com

Churchville Fire Equipment Corp.

340 Sanford Road South, Churchville, NY 14428
Contact: Todd Wainwright
Phone: 585-314-7294 Fax: 585-293-1833

QuoteDate
2-Dec-16

SOLD TO	DELIVER TO
Castleton Fire Company, Chief Carner	

DELIVERY TYPE:	
	SALESPERSON
	OUR TRUCK
X	UPS
	DIRECT
	CUSTOMER PICKUP

SALESMAN	CUSTOMER PHONE #	CUSTOMER PO#	ORDER DATE	ACCOUNT #	COMMENTS:
232		Pending	Pending		Freight is an Additional Cost

PART NUMBER	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE	
MSA-10173120	MSA E6000 + TIC Camera, With Laser Range Finder Complete with Truck Kit	1	$7,699.00	$7,699.00	
MSA-10145859	MSA E6000 TIC Desktop Charging Kit	1	S299.00	$299.00	
	Freight Charges	1	$98.75	$98.75	

CUSTOMER SIGNATURE:

Total: $8,096.75

Garrison
FIRE & RESCUE CORP.

3334 Route 23A
PO Box 30
Palenville, NY 12463-0030

Quote

Date	Quote #
12/2/2016	18359

Name / Address	Ship To
Castleton Fire Department **11 Green Avenue** **Castleton-on-Hudson, NY 12033**	**Asst. Chief Matt Metzger** **Castleton Fire Department** **93 Seaman Ave** **Castleton-on-Hudson, NY 12033**

Terms	Quote Good Until	Account Rep
Net 20 Days	12/22/2016	JW

Qty	Item	Description	Each	Total
		MSA 6000 TIKO Promotion - Deadline December 2nd, 2016		**0.00**
1	MSA-10173120	**MSA-10173120; MSA E6000+ TIC Camera, With Laser Range Finder Complete With A Truck Kit (Consist of Truck Charger, Two Rechargeable Batteries, Retractable Lanyard And User Instructions) Includes 5-Year Warranty On Camera**	7,699.00	7,699.00
1	MSA-10145859	**MSA-10145859; MSA EV6000 Multi-Use Charge Kit, AC & DC Plugs**	269.00	269.00
1	Freight-Included	**Freight-Included; Note: Freight Is Included In The Above Pricing**	0.00	0.00

Sales Tax (8.0%)	$0.00
Total	$7,968.00

I authorize the purchase of the above items as specified and quoted.

Signature:_____

Date:_____

Phone #	Fax #
518-678-2281	518-678-5576

Village of Castleton
Building Department
Monthly Report for December 2016

12-1-16 At Village Hall.
- At 10 Haber Way - Building Permit #2016-54 – Dirkin – truss inspection.

12-3-16 At Village Hall.
- At 6 Green Avenue - Building Permit # 2016-33- Mason – roof. Project completed. Closed permit.

12-5-16 At Village Hall.
- At 91 Green Avenue - Building Permit #2016-50- Praper – fence. Project complete. Closed permit.

12-6-16 At Village Hall.
- At 62 Scott Avenue - Building Permit #2016-59- Metzger – roof. Project complete. Closed permit.

12-7-16 At Village Hall.

12-8-16 At Village Hall.
- At 3 Chestnut Street Building Permit #2016-58- Milem – roof. Project complete. Closed permit.
- At 10 Benedict Street - Building Permit #2016-56 – Martinez – siding. Project complete. Closed permit.

12-9-16 At Village Hall.
- Telephone Call with owner of 6 Green Avenue regarding building questions.

12-12-16 At Village Hall.
- Attended Village Board Meeting.

12-13-16 At Village Hall.
- At 28-30 South Main Street - Building Permit #2016-57 – Barna – footing inspection.

12-14-16 At Village Hall.
- At 42 Seaman Avenue - Building Permit #2016-60 – Rattner – solar. Project complete. Closed permit.

12-15-16 At Village Hall.
- At 64 South Main Street - Building Permit #2016-62 – Palladino – roof. Project complete. Closed permit.

12-16-16 At Village Hall.
- At 29 Van Buren Avenue - Building Permit #2016-24 – Knaack – final inspection. Project complete. Certificate of Occupancy Issued – addition.

Village of Castleton
Building Department
Monthly Report for December 2016

12-19-16 At Village Hall.

- At 28-30 South Main Street - Building Permit #2016-57 – Bennett Contracting – stair inspection.
- Telephone Call with Contractor regarding 6 Green Avenue – permit questions.

12-20-16 At Village Hall.

- At 114 Green Avenue – National Church Residences – apartment inspections – 41 units.

12-21-16 At Village Hall.

- Telephone Call with resident of 8 Green Avenue regarding neighbor complaint.

12-22-16 At Village Hall.

- Telephone Call with Planning Board Chairperson regarding proposed subdivision.

12-27-16 At Village Hall.

- Closed Building Permit #2016-51 – Todd – 32 South Main Street – roof. Project complete.
- Closed Building Permit #2016-42 – Buckley – 107 Green Avenue – entry door. Project complete.

12-28-16 At Village Hall.

- Issued Building Permit #2016-66 – Palladino 64-66 South Main Street – renovations.

12-29-16 At Village Hall.

- Issued Building Permit #2016-67 – E.W. Birch – 91 Scott Avenue – home.
- At 10 Haber Way - Building Permit #2016-54 – Durkin – Garage. Project complete. Closed permit.
- Closed Building Permit #2016-49 – Chadwick – 1 Walradt Blvd. – renovation. Project complete. Closed permit.

12-30-16 At Village Hall.

To: **Mayor Schmidt, Village Board**
From: **Norman Wiley**
RE: **December Safety Coordinator/MS-4 Report**
Date: **January 2, 2017**

I will be attending the Rensselaer County MS-4 meeting on January 17th in Brunswick.

I will be conducting the Annually Required Workplace Violence Prevention and Sexual Harassment training for the Village on January 23, 2017 at 11:00 AM and 6:00PM before the Board Meeting.

I will be contacting Leonard Bacon the Maple Hill Earth Science Teacher to set up an educational outreach for the students as part of the MS-4 goals for 2016.

I plan on completing a Self-Audit for the Highway Garage & Sewer Plant, as required for the MS-4 Report. A Sample Self-Audit was provided by Linda Von Der Heide Rensselaer County MS-4 Committee.

I will work with Rich to see about restenciling the catch basins to educated residents that they flow to the river.

I conducted a training session for DPW/Water crews on December 23.
We covered the following subjects Traffic Control/Flagging Safety, Fire Extinguisher Usage, PPE Care Use and Selection, Right to Know/HazCom/GHS, Lockout/Tagout/ Basic Training, Mobile Equipment Safety, Confined Space for Construction

Report to Castleton Village Board 1/9/17, Castleton Zoning Board of Appeals

Competed Business:

60 Benedict St – application for area variance to install 6 ft. fence approved 11/7/16.

Other:

New Zoning Board members needed. One regular member, one alternative member.

Report submitted by Bettsy Prohonic, Chair
Castleton Zoning Board of Appeals
1/5/17

January 9, 2017 – Clerk-Treasurer's Report

Receivables as of 12/30/16

Property Tax: $ 25,866.44
Capital Water: $ 3,825.00
Refuse: $ 30,127.40
Sewer-Residential: $ 49,030.65
Sewer-Commercial: $ 0.00
In Village Residential Water: $ 14,901.31
Out of Village Residential Water: $ 11,519.88
In Village Commercial Water: $ 0.00
Out of Village Commercial Water: $ 378.45
Out of Village Water Judgements: $ 32,676.34

The bids for the new Fire Truck were opened and publically read on December 21, 2016 at noon. The results were as follows: Garrison Fire $242,435.00 and KME $262,876.00. The Fire Department is reviewing and comparing the two bid packets. They are also finishing up the narrative portion and one other section of the Revolving LOC application. Once finished, it will be ready for the Mayor to sign and for us to submit.

We are continuing to collect Water/Sewer/Refuse payments. Payments seem to be a bit delayed this quarter, as we still have more than usual to collect.

Respectfully Submitted,
Joanne DeVito
12/30/16