

**VILLAGE OF CASTLETON-ON-HUDSON  
BOARD OF TRUSTEES REGULAR MEETING  
November 14, 2011**

<b>Attendance:</b>	<b>Mayor Keegan</b>	<b>Trustee Phibbs</b>
	<b>Trustee Ryan</b>	<b>Trustee Ashby</b>
	<b>Trustee Carner-absent</b>	<b>Attorney Crist</b>

At 7:02, Mayor Keegan opened the meeting with the Pledge of Allegiance.

Trustee Phibbs motioned to accept the October 11, 2011 Regular Meeting minutes seconded by Mayor Keegan and carried.

The October 12, 2011 Workshop minutes will be resubmitted at the December 12, 2011 meeting.

Trustee Phibbs motioned to accept the October 28, 2011 Special Meeting minutes, seconded by Trustee Ashby and carried.

**PUBLIC COMMENT**

Thomas King of 8 Willow Street was present to let the board know that there is a dead tree next to his house that needs to be taken down. National Grid did come and trim some of the branches but more needs to be done. Mr. King said he did speak to Foreman Saville who stated funding to take down the tree was not available until next year. Foreman Saville will be asked to look further into this matter.

**REPORTS**

Mayor Keegan motioned to accept the DPW report seconded by Trustee Ryan and carried. Report attached.

The Board gave permission to Chief Operator Shortsleeve advertise for bids on the old skidsteer.

Chief Operator John Shortsleeve's Water and Sewer Report was reviewed. Trustee Phibbs motioned to accept the report, seconded by Mayor Keegan and carried. Report attached.

Trustee Phibbs motioned to accept the Code Enforcement report, seconded by Trustee Ryan and carried. Report attached.

Building Inspector-no report

Chief Carner will email his report to the clerk.

Treasurer Pamela Smith presented three proposals to the board. The first is to change the penalty rate from 5% the first month and add 1% each month after to a flat 10%. A survey sent by NYCOM for other municipalities represents that the 10% is the most common. Attorney Crist stated a Public Hearing would have to be held to amend the current Local Law. The second proposal was to bring

the Special District billing in house which the new software can handle and the metered water bills could be added to the Special district bill. The third proposal was to decrease our billings per year from 3 to 2 times. Report attached.

Treasurer Smith also presented a debt schedule for acquiring bonds to pay for the connection to the Town of Schodack's water and repaint the water tower(total of \$600,000.00) and then fix Seaman Ave(\$800,000.00).She stated there is also the possibility of grants or other funding available for municipalities. Schedule attached.

Mayor Keegan motioned to accept the LDC report seconded by Trustee Phibbs and carried. Report attached.

Mayor Keegan motioned to enter into executive session to discuss financial issues, seconded by Trustee Ryan and carried.

Mayor Keegan motioned to exit executive session, seconded by Trustee Ryan and carried.

### **BUSINESS**

Mayor Keegan and the Board reviewed year to date budget verses actuals. There were no budgetary concerns at this time. In the future the budget will be reviewed quarterly.

Attorney Crist suggested an Official Use Section to be added to applications for the Planning, Zoning and Building to clarify decisions made by the boards.

Mayor Keegan motioned to accept the Standard Workday and Reporting Resolution #13, seconded by Trustee Phibbs and carried.

Mayor Keegan moved to accept the Standard Workday Resolution #14, seconded by Trustee Ryan and carried.

Mayor Keegan motioned to accept the past due Property amounts that will be relieved to the Town of Schodack, seconded by Trustee Ashby and carried.

Mayor Keegan motioned to authorize hiring Delaware Engineering as a consultant for the water connection with the Town of Schodack. Trustee Phibbs seconded the motion and carried.

Trustee Ashby presented an RFP for the Photo Voltaic System; Attorney Crist will review it before advertising for bids.

Mayor Keegan is making a continued effort to have a cross walk at the Castleton Elementary school on Scott Avenue and near Lynch Avenue.

### **TRUSTEE REPORTS**

Trustee Ryan has been working on a Drug Free Work Place policy for the Village. She found out that the Chamber of Commerce could be helpful and will contact them for information.

**PUBLIC COMMENT**

Marjorie Hotaling suggested a piece in the Castleonian asking residents to report to the Village Hall office any street lights that are out.

**APPROPRIATIONS:**

Trustee Ryan moved to pay the bills for Abstract #10, Vouchers #323-#357 in the amount of \$68,129.51 and Abstract #11, Vouchers #358-#398 in the amount of \$24,111.16. Mayor Keegan seconded the motion and carried.

At 8:58pm, Mayor Keegan motioned to adjourn, seconded by Trustee Ryan and carried.

Respectfully Submitted,

Margaret Lill  
Village Clerk