

**VILLAGE OF CASTLETON-ON-HUDSON
BOARD OF TRUSTEES REGULAR MEETING**

July 14, 2014

PRESENT: Mayor Joseph Keegan, Trustee Sharon Martin, Trustee Jenifer Pratico, Trustee Amy Ryan

ABSENT: Deputy/Mayor Marianne Carner

ALSO PRESENT: Attorney Craig Crist, Clerk-Treasurer Pam Smith, Superintendent John Shortsleeve, Working Foreman Richard Saville, Building Inspector Gary Ziegler, Library Director Amy Peker, Schodack Central Schools Superintendent of Building & Grounds Matt LaClair, From Delaware Engineering Tad Johnston and Brock Juusola.

GENERAL PUBLIC: 3

CALL TO ORDER: A regular meeting of the Board of Trustees, Village of Castleton-on-Hudson was held at Castleton Village Hall, 85 South Main Street on July 14, 2014. The meeting was called to order at 7:05 PM by Mayor Keegan with the Pledge of Allegiance.

APPROVAL OF MINUTES:

- A quorum from the June 9, 2014 meeting was not present to approve the minutes of the June 9, 2014 meeting.

PUBLIC COMMENT: Fran Graziano wanted to discuss water permits. Matt LaClair also wished to discuss water permits. Both were advised that water permits were on the agenda and the board would answer questions at that time.

REPORTS:

1. **DPW Report:** Trustee Ryan moved, Trustee Martin seconded, motion carried to accept the DPW Report.
2. **Water & Wastewater Report:** Trustee Pratico moved, Trustee Ryan seconded, motion carried to accept the Water & Wastewater Report. Due to a safety inspection by Norm Wiley leftover dry chemicals currently in storage at the Water Treatment plant should be disposed of. Superintendent Shortsleeve reported Microorganics is interested in obtaining these chemicals for their use. Mayor Keegan moved, Trustee Ryan seconded, motion carried calling for
Resolution # 35 of 2014

Transfer of Surplus Dry Chemicals to Microorganics

Whereas, there are several dry chemicals currently stored at the Village Water Plant, some of which have not been used in decades and for which the Water Superintendent states there is no longer a need for by the Village;

Whereas, the continued storage and disposal of said chemicals would be at the expense of the Village;

NOW THEREFORE BE IT RESOLVED THAT the Village Board hereby declares said chemicals per the attached schedule are declared surplus materials and authorizes their transfer to the Microorganics Technologies at no cost to the Village upon the presentation to the Village of sufficient documentation that said chemicals are being transported to a licensed facility and utilized according to all legal requirements.

3. **Castleton Kids:** Trustee Martin moved, Trustee Pratico seconded, motion carried to accept the Castleton Kids Report.
4. **Library Report:**
5. **Code Enforcement:** Mayor Keegan moved, Trustee Ryan seconded, motion carried to accept the Code Enforcement Report.
6. **Fire Department:** No report
7. **Building Inspector:** Mayor Keegan moved, Trustee Ryan seconded, motion carried to accept the Building Inspector report.
8. **LDC:** Mayor Keegan moved, Trustee Ryan seconded, motion carried to accept the LDC Monthly Report.
9. **Safety/MS4 Report:** Mayor Keegan moved, Trustee Pratico seconded, motion carried to accept the Safety/MS4 Report.
10. **Treasurer Report:** Mayor Keegan moved, Trustee Martin seconded, motion carried to accept the Treasurer's Report.

BUSINESS:

1. **Theresa Czapary re: George St.:** Ms. Czapary of 5 Hudson Street would like to acquire the end of George Street for the purposes of putting up a shed. We will need to research the title of who owns the parcel and get a tax map number assigned.
2. **Water Main Break at Tennis Courts:** Schodack Central Schools Superintendent of Building & Grounds Matt LaClair reported they will accept the insurance amount of approximately \$9000 and to let the Village pave the courts and Copeland to finish them. Mayor Keegan moved, Trustee Ryan seconded, motion carried for the Village to work with Schodack Central School District to make the tennis courts whole once insurance money is spent.
3. **Delaware Engineering:** Brock Juusola and Tad Johnston from Delaware Engineering reported the plans for the water tower are ready to go to bid with bids to be opened on August 6, 2014.
4. **Codification Update:** Mayor Keegan reported that work progresses on reviewing the Editorial and Legal Analysis anticipating it will be completed by September 26, 2014.
5. **Foil Request from CSEA:** Clerk-Treasurer Smith submitted the requested names to the board for approval. Attorney Crist determined information was good to send to CSEA.
6. **Community Projects Appropriation Contract #TM31309:** Mayor Keegan asked Trustee Pratico by text message to look into what other projects we may use this grant money for.
7. **Resolution #30 of 2014 Adoption of HRA:** Mayor Keegan moved, Trustee Ryan seconded, motion carried for Resolution #30, Adopting the HRA medical plan.
8. **Resolution #31 of 2014 Standard Work Day:** Mayor Keegan moved, Trustee Ryan seconded, motion carried for Resolution #31, Establish the Standard Work Day for all positions for the purposes of determining days worked reportable to the New York State and Local Retirement System.
9. **Resolution #32 of 2014 SW Day & Reporting for Elected & Appointed Officials:** Mayor Keegan moved, Trustee Ryan seconded, motion carried for Resolution #32, Establish the Standard Work Day for elected and appointed officials.
10. **Resolution #33 of 2014 Acceptance of All Easements for WWTP:** Mayor Keegan moved, Trustee Ryan seconded, motion carried for Resolution #33, Accepting all Easements and

Conveyances necessary for installation of Natural Gas Line to the Water Treatment Plan and a Survey depicting same.

- 11. Resolution #34 of 2014 Authorization to Bid:** : Mayor Keegan moved, Trustee Ryan seconded, motion carried for Resolution #34 as amended, for the Water Storage Tank Project shall be bid as described, the amendment requires the resolution to take effect subject to Attorney review of the bid package.
- 12. Records Disposition Request:** Mayor Keegan moved, Trustee Martin seconded, motion carried approving the disposition of the records according to the schedule submitted by Clerk-Treasurer Smith.
- 13. Update on Out of Village Water delinquent accounts:** The board approved a water shut off date of August 12, 2014 for the delinquent out of Village water customers.
- 14. National Grid net metering:** Mayor Keegan moved, Trustee Ryan seconded, motion carried to apply for net metering to apply National Grid credits from Van Buren garage solar panels to other National Grid accounts that are expended in the General Fund in order of largest usage to smallest.
- 15. Library Ceiling Work:** An estimate of \$5000 was made to remove the drop ceiling and go back to original ceiling. New schoolhouse light fixtures estimated at \$2000. Mayor Keegan moved, Trustee Pratico seconded, motion carried for the Village to spend up to \$5000 to renovate the library ceiling with money to come from the NYCLASS Capital Building Account. Amount for lighting to be considered at a later date.
- 16. First Street Property Next to Village Hall:** Attorney Crist to call the County Attorney regarding the acquisition of this property if the county takes it for unpaid taxes, scheduled for October.
- 17. Solar Policy for Village:** Mayor Keegan reported it is suggested the village approve a solar policy for the Village code book.
- 18. Water Permits:** Maple Hill High School and Homes in Castleridge are numbers 1 and 2 on the waiting list for water permits, Attorney Crist to call Barbera Homes to see how many permits would be needed. Attorney Crist recommends a CO should be contingent upon the interconnection being completed. We can approve everyone on permit waiting list subject to the Mayor's and Attorney Crist's approval.
- 19. Crosswalks on Main Street:** In order to install a crosswalk on state maintained highway it has to be handicap accessible by having a drop curb off of the sidewalk. After a review by DOT they determined there are no acceptable drop curbs where the Village wanted to install crosswalks, and the State has no way to install them. They reported the Village can undertake a project to install the drop curbs under the Highway Work Permit process where we would like the crosswalks to be.

TRUSTEE REPORTS:

- **Trustee Carner:** Nothing to report
- **Trustee Ryan:** Nothing to Report
- **Trustee Martin:** Nothing to Report
- **Trustee Pratico:** Nothing to Report

PUBLIC COMMENT:

- No Public Comments.

Attorney Crist reported that he has not heard from the attorney for ICS regarding the money due to the Village from the collection of the recyclables. Mayor Keegan moved, Trustee Ryan seconded, motion carried authorizing a letter to be sent to ICS to please respond and present themselves at a hearing in front of the Village Board.

APPROPRIATIONS: Trustee Ryan moved, Mayor Keegan seconded, motion carried authorizing the following bills to be paid:

1. Abstract # 26 voucher #718-#719 in the amount of \$3,375.94
 - a. General Fund - \$773.33
 - b. Water Fund - \$1,113.14
 - c. Sewer Fund - \$1,489.47

2. Abstract # 27 vouchers #720-#732 in the amount of \$26,120.51
 - a. General Fund - \$7,628.95
 - b. Water Fund - \$1,436.55
 - c. Sewer Fund - \$69.51
 - d. Capital Fund - \$16,985.50

3. Abstract # 2 vouchers #9 - #11 in the amount of \$153.14
 - a. General Fund - \$51.98
 - b. Water Fund - \$24.70
 - c. Sewer Fund - \$76.46

4. Abstract # 3 vouchers #12 - #77 in the amount of \$66,285.67
 - a. General Fund - \$43,952.73
 - b. Castleton Kids Fund - \$7002.98
 - c. Water Fund - \$3,489.69
 - d. Sewer Fund - \$8,783.35
 - e. Capital Fund - \$2,295.33
 - f. TA-Library - \$761.61

ONLINE BANKING TRANSFERS: Mayor Keegan moved, Trustee Martin seconded, motion carried authorizing Clerk-Treasurer Smith to transfer funds according to the schedule presented to the board.

EXECUTIVE SESSION: At 9:00 pm Trustee Ryan moved, Trustee Martin seconded, motion carried to enter Executive Session. At 9:32 pm Mayor Keegan moved, Trustee Martin seconded, motion carried to come out of executive session.

ADJOURNMENT: At 9:32 pm, Mayor Keegan moved, Trustee Martin seconded, motion carried to adjourn the meeting.

Respectfully Submitted,
Pamela Smith
Village Clerk-Treasurer