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

September 8, 2014

PRESENT: Mayor Joseph Keegan, Deputy/Mayor Marianne Carner, Trustee Sharon Martin, Trustee Jenifer Pratico, Trustee Amy Ryan

ABSENT: None

ALSO PRESENT: Attorney Craig Crist (arriving at 7:42PM), Clerk-Treasurer Pam Smith, Superintendent John Shortsleeve, Safety & MS4 Coordinator Norm Wiley, Fire Chief Matt Carner, From Delaware Engineering Tad Johnston, From Barton & Loguidice Rich Straut and Don Fletcher.

GENERAL PUBLIC: 6

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 September 8, 2014. The meeting was called to order at 7:02 PM by Mayor Keegan with the Pledge of Allegiance.

APPROVAL OF MINUTES:

- Trustee Pratico moved, Trustee Martin seconded, motion carried to accept the minutes of the July 14, 2014 Hearing on
- Trustee Carner moved, Trustee Pratico seconded, motion carried to accept the minutes of the August 11, 2014 Regular Meeting

PUBLIC COMMENT: Ms. Alexandrea from 73 South Main Street commented that she is worried about South Main Street, some of the buildings are in rough shape and are eyesores. Mayor Keegan stated the board is aware of the condition of Main Street and are working on ways to fix the problem.

REPORTS:

1. **DPW Report:** Trustee Carner moved, Trustee Pratico seconded, motion carried to accept the DPW Report.
2. **Water & Wastewater Report:** Mayor Keegan moved, Trustee Carner seconded, motion carried to accept the Water & Wastewater Report.
3. **Castleton Kids:** Mayor Keegan moved, Trustee Pratico seconded, motion carried to accept the Castleton Kids Report.
4. **Library Report:**
5. **Code Enforcement:** Trustee Ryan moved, Trustee Marin seconded, motion carried to accept the Code Enforcement Report.
6. **Fire Department:** Chief Carner reported that all the fire trucks have been serviced and have passed inspection. The fire company will be paving the strip along the driveway in October. Physicals are scheduled for September and October. Matt will meet with ISO on September 17.
7. **Building Inspector:** Trustee Martin moved, Trustee Carner seconded, motion carried to accept the Building Inspector report.
8. **LDC:** Trustee Carner moved, Trustee Martin seconded, motion carried to accept the LDC Monthly Report.
9. **Safety/MS4 Report:** Safety/MS4 Coordinator Wiley reported he attended a Rensselaer County meeting for MS4 on 9/9/14. He would like to attend an "Erosion, Sediment, and Stormwater

Training" on October 1 in Ballston Spa. Mayor Keegan moved, Trustee Ryan seconded, motion carried authorizing him to take the training.

10. **Treasurer Report:** Trustee Ryan moved, Trustee Carner seconded, motion carried to accept the Treasurer's Report.

BUSINESS:

1. **George Street – Dead End – Theresa Czapary:** Ms.Czapary asked about purchasing the back section of the dead end portion of George Street to put a shed on. Clerk Smith reported that after speaking with Jolene at Rensselaer County Real Property it was suggested that the Village should decide what they would like to do with the parcel and then inform the neighbors, once decision was made then a tax map parcel could be assigned. When Attorney Crist arrived, the board discussed options and it was decided that the Village would split the parcel in half and offer each half to the neighbors as surplus property of the Village. A letter to be sent to the neighbor on each side of the parcel was drafted by Trustee Pratico. All information will be forwarded to Attorney Crist for review.
2. **24 Seaman Ave – Refuse – Miguel Gonzalez:** Mr. Gonzalez was not present, but according to Clerk Smith he wished to remove his refuse unit from his Water-Sewer-Refuse bill until such time as the house would become livable. He is currently making repairs to the house. The board decided not to remove the refuse unit.
3. **Seaman Ave Pothole:** Ms. Brittany Slingerland of Rensselaer reported that two tires were damaged on a car driven by her boyfriend when the car hit a pothole while traveling up Seaman Avenue. She supplied pictures taken of the pothole and requested $324.99 to reimburse for the cost of two new tires. Mayor Keegan moved, Trustee Carner seconded the motion to reimburse Ms. Slingerland $324.99. Mayor Keegan-YES vote, Trustee Carner-YES vote, Trustee Martin-YES vote, Trustee Pratico-NO vote, and Trustee Ryan-NO-vote. Motion carried 3/2 to pay the reimbursement.
4. **Barton & Loguidice:** Rich Straut and Don Fletcher from Barton & Loguidice reported the CFA Grant application was submitted in June for $30,000 for an Inflow and Infiltration Study Project. They feel confident that it will be approved. They also reported the treatment plant need for Castleton Paperboard will need to be operational in December 2015, to build a new plant could take up to 24 months. The plan for the Castleton Paperboard plant to send its waste to the county wastewater plant is off the table.
5. **Codification Update:** Per the advice of Building Inspector Ziegler and Attorney Crist the board approved the use of the state model law for Chapter 101 Building Construction and Fire Prevention. The board also approved to model Chapter 160, Noise after the Village of Elmira Heights code recommended and submitted by Attorney Crist.
6. **Out of Village Water Shut Off update:** Attorney Crist reported that water shut offs can only take place between 9am and 3pm Monday through Thursday and before 12pm on Friday. He also advises we give notice by registered mail and door tag 15 days before the shut off instead of the 7 days stated in the Village code. With such recommendations the board approved Monday October 6th as the date to shut off water. The following are scheduled for shut off:

BUTLER, GREGORY	1416 Thickett Road	$367.68
DOWLING, MARY	889 Hickory Drive	$418.37
FORBES, MARK & MARJOR	114 Seaman Avenue	$332.19
HOUGHTALING, SCOTT	1177 Simons Road	$774.00
MARSHALL, RYAN & AMY	1480 S. Schodack Drive	$437.74
WALKER, ANDREA	1165 Maple Hill Road	$692.19

7. **Water Permits:** Water permits are ready to be issued once the Out of Village Water Agreement is reviewed by Attorney Crist.
8. **Unit Changes for 7 Edgewood Terrace:** A list of all vacant properties was reviewed for the units of capital water and sewer for comparison. Other lots with demolished houses were billed at 1 unit of capital water and ½ unit of sewer. Trustee Carner moved, Trustee Martin seconded, motion carried for: ***RESOLUTION NUMBER 43 OF THE YEAR 2014 OF THE VILLAGE BOARD OF THE VILLAGE OF CASTLETON-ON-HUDSON 7 EDGEWOOD TERRACE – UNIT CHANGES***

   WHEREAS, Kenneth Van de Wal, owner of 7 Edgewood Terrace, had units set at 1 unit of capital water, 1 unit of metered water, 1 unit of sewer, and 1 unit of refuse;
   WHEREAS, the property was demolished on June 4, 2014 and is now a vacant lot, it was determined at the September 8, 2014, regular meeting of the Board of Trustees that the number of units should be set at 1 unit of capital water, and ½ unit of sewer;
   NOW THEREFORE BE IT RESOLVED that the Village Board authorized a unit decrease to one (1) unit of capital water and one-half (1/2) unit of sewer with an effective date of September 8, 2014. It was determined there was an inconsistency in billing for different lots. The board asked that Building Inspector Ziegler look at the vacant lots on the list to determine which are buildable lots so that units of sewer and capital water can be billed consistently. Clerk-Treasurer Smith will follow up with the building inspector.
9. **Workplace Violence Policy Update:** Clerk-Treasurer Smith reported that the second training will take place on Thursday September 18 at 9am.
10. **45 South Main Street – Dangerous Building:** Concerned with the safety of Village residents and after reviewing the letter from Richard Green, engineer, dated Aug 5, 2014 at the August 11, 2014 board meeting, and Pursuant to Village code 106-6, Mayor Keegan moved, Trustee Carner seconded, motion carried ordering that no person other than the owner or his agent shall enter the property. Mayor Keegan reported we will follow up with Building Inspector Ziegler to see about the procedure to condemn the building, the board would also like a weekly update on the status. Clerk-Treasurer Smith to ask Building Inspector Ziegler to update the board weekly.
11. **DEC Annual Report of WWTP:** The board reported the NYS DEC found us to be in compliance with the terms of the SPDES permit and gave us a Summary Rating of Satisfactory on the report.
12. **Block Grant for Abandoned Housing:** Trustee Pratico reported she will get more information on applying for a home grant that will assist with the costs of knocking down abandoned housing and replacing with new housing. She will also get more information on setting up a land bank in the county.
13. **Insurance Services Office:** In a letter sent by ISO, meetings were set up with Fire Chief Carner and Water Superintendent Shortsleeve to review survey results that help to determine homeowner property insurance rates.
14. **County-Wide plan for Tax Savings:** Mayor Keegan moved, Trustee Carner seconded, motion carried to join with Rensselaer County in developing a county-wide tax savings plan as presented in a letter from County Executive Kathleen Jimino's office dated August 21, 2014.
15. **Sept 8 – 14, 2014, National Lifeline Awareness Week:** Trustee Martin moved, Trustee Carner seconded, motion carried to issue a proclamation stating September 8 through September 14, 2014 is National Lifeline Awareness Week.
16. **Sept 17 – 23, 2014, Constitution Week:** Trustee Carner moved, Trustee Pratico seconded, motion carried to issue a proclamation stating September 17 through September 23, 2014 is Constitution Week.
17. **Oct 19 – 25, 2014, Freedom From Workplace Bullies Week:** Mayor Keegan moved, Trustee Pratico seconded, motion carried to issue a proclamation stating October 19 through October 25, 2014 is Freedom from Workplace Bullies Week.

18. **1st Quarter Financial Results:** Clerk-Treasurer Smith reported on 1st quarter results. There were no red flags, everything is as expected.

TRUSTEE REPORTS:

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

PUBLIC COMMENT:

- Resident Fran Graziano asked about the new water tower, whether it was a replacement or would be a second tower as she thought our current water tower belonged to the Town of Schodack.

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

1. Abstract # 6 vouchers #140 - #144 in the amount of $4181.88
    a. General Fund - $775.68
    b. Water Fund - $1,111.53
    c. Sewer Fund - $2,294.67

2. Abstract # 7 vouchers #145 - #205 in the amount of $52,320.63
    a. General Fund - $21,423.56
    b. Castleton Kids Fund - $1,773.18
    c. Water Fund - $4,294.27
    d. Sewer Fund - $10,976.47
    e. Capital Fund - $12,736.36
    f. TA-Library - $1,116.79

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

ADJOURNMENT: At 9:12 pm, Trustee Carner moved, Mayor Keegan seconded, motion carried to adjourn the meeting.

Respectfully Submitted,

Pamela Smith 10/14/14

Pamela Smith
Village Clerk-Treasurer

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