

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

January 10, 2022

**PRESENT:** Mayor Joe Keegan, Trustee/Deputy Mayor Jenifer Pratico, Trustee Sharon Martin (via Zoom), Trustee Lissa D'Aquanni (via Zoom), and Trustee Erik Samarija

**ABSENT:** None

**ALSO PRESENT:** Attorney Benjamin Hill (via Zoom), Foreman Daniel Lebrecht, Foreman Kenneth Meyer, Fire Chief Eric Barber, Library Director Melissa Tacke, and Clerk-Treasurer Padraic Ellis.

**PUBLIC:** 0 (in person), 11 (via Zoom)

**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 January 10, 2022. The meeting was called to order at 7:00 pm by Mayor Keegan with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

- Mayor Keegan, Trustee Samarija seconded, motion carried to accept the minutes of the December 13, 2021 Regular Meeting, with revisions made by Trustee D'Aquanni.

**PUBLIC COMMENT:** Mayor Keegan moved, Trustee D'Aquanni seconded, motion carried to open public comment. Suzanne Donnelly, of the Castleton-on-Hudson Main Street Association, stated that COHMSA would be holding a Winter Lights on the Hudson gathering at Riverfront Park on January 22, 2022 with food, beverages, and fire pits. Ms. Donnelly stated that the Main Street Association would be willing to partner with the Village to celebrate the Village's 195<sup>th</sup> anniversary on April 1<sup>st</sup>. Carol Stockman, of the Comprehensive Plan committee, stated that the Comprehensive Plan committee would like to contact the New York State Department of Transportation before paving of Route 9J commences to inform them of the traffic study that it being conducted in March. Suzanne Cecala, of the Castleton-on-Hudson Main Street Association, stated that she had found some issues on the Village website. Clerk-Treasurer Ellis will look into these issues. Mayor Keegan moved, Trustee Samarija seconded, motion carried to close public comment.

**TRUSTEE REPORTS:**

- **Mayor Keegan:** Mayor Keegan reported that the Castletonian has been completed and will be printed and distributed this week. Mayor Keegan reported that the Noyes Engine House grant had been submitted.
- **Deputy Mayor Pratico:** Deputy Mayor Pratico reported that she attended the January Fire House breakfast and that she has been working with the Mayor on the Noyes Engine House grant.
- **Trustee Martin:** Trustee Martin reported that Spectrum had completed exterior work at the water works and will be beginning interior work. Trustee Martin reported that progress was continuing at the waste water treatment plant. Trustee Martin reported that Plan-It Geo has sent over the tree management plan and that she is currently reviewing it.

- **Trustee D'Aquanni:** Trustee D'Aquanni reported that 85 copies of the Comprehensive Plan survey have been submitted electronically and that the committee is distributing flyers and cards to encourage people to participate. Trustee D'Aquanni reported that the welcome packet for new Village residents is in progress. Trustee D'Aquanni asked about renting audio-visual equipment for the meeting at the Fire House to discuss sewer rates. After a discussion amongst the Board, it was decided that the January 24 regular meeting will be held entirely via Zoom.
- **Trustee Samarija:** No further report.

## REPORTS:

1. **Library Report:** Director Tacke reported that she will have the Annual Library Report for the Board next month.
2. **DPW Report:** Foreman Lebrecht reported that DPW is still picking up Christmas trees and leaves that are in bags.
3. **Water Report:** Absent.
4. **Wastewater Report:** No further report.
5. **Building Inspector:** Absent.
6. **Code Enforcement:** No further report.
7. **Fire Department Report:** No report.
8. **Clerk-Treasurer Report:** Clerk-Treasurer Ellis reported that budget request forms will be distributed to department heads this week and are due back to the clerk's office by February 28<sup>th</sup>.

Mayor Keegan moved, Trustee Samarija seconded motion to approve all departmental reports.

## BUSINESS:

1. **Library Board Appointment – Kate Bielawa:** Mayor Keegan moved, Trustee D'Aquanni seconded, motion carried to appoint Kate Bielawa to the board of the Castleton Public Library.
2. **Resolution 1 – NYS Paving of Route 9J:** Mayor Keegan moved, Trustee Samarija seconded, motion carried to allow the New York State Department of Transportation to raise the height of water hook-ups and manholes on Main Street during the repaving of Route 9J this year.
3. **Resolution 2 – Length of Service Award Program Increase:** Mayor Keegan moved, Deputy Mayor Pratico seconded, motion carried to place the issue of raising the Fire Department LOSAP contribution from \$700 to \$800 per qualified member annually on the March election ballot.
4. **Resolution 3 – Official Polling Place and Time:** Mayor Keegan moved, Trustee Samarija seconded, motion carried to make Village Hall the official polling place for the March 15<sup>th</sup> Village election.

**5. Village Hall Phone Systems:** Clerk-Treasurer Ellis called Spectrum to get a quote for a new phone system at Village Hall but Spectrum stated that they only provide service, not systems. The Mayor has been in contact with Northeast IT, who had previously supplied the Village with a quote. Mayor Keegan moved, Trustee Samarija seconded, motion carried to sign a contract for phone systems at the Village Hall with Northeast IT, with the condition that the Mayor takes a three year contract instead of the proposed five year contract if he is able.

**6. Telecommunication Device for Board Meetings:** Mayor Keegan has researched devices to better facilitate Village Board meetings and determined that the Kandao Meeting 360 Conferencing Camera was the best quality and best price for the needs of the meetings. Mayor Keegan moved, Trustee Samarija seconded, motion carried to purchase the Kandao 360 for use at Village Board meeting and to be used by other departments.

**7. Sewer Rate Update:** Clerk-Treasurer Ellis and Mayor Keegan have been working on spreadsheets to determine sewer rates for other municipalities based on the 2017 NYCOM water and sewer survey. Clerk-Treasurer Ellis is working with Delaware Engineering to recommend that best possible rate schedule to the Board. The Board recognized Tad Johnston, of Delaware Engineering, who stated that he believes that the Village had a capital sewer charge at one point. Clerk-Treasurer Ellis stated that he would look into that. The Village is continuing to research the requested by the Town of Schodack to add additional users from the Town onto the Village sewer line but no determination has been made at the point. The Village is waiting for the results of the capacity study that Delaware Engineering have been hired to do to determine whether adding additional users is possible.

**8. River Access Update:** Mayor Keegan stated that the bridge report from VHG Consulting would be completed by next week and that it would be shared with the Board prior to the February 28<sup>th</sup> regular meeting to discuss river access.

**9. APPROPRIATIONS:** Mayor Keegan moved, Trustee Samarija seconded, motion to approve payment of the abstracts.

Abstract # 11 – Vouchers # 346 - # 394 in the amount of \$ 48,362.16.

General Fund: \$ 23,846.88

Water Fund: \$ 4,855.24

Sewer Fund: \$ 19,660.04

**ONLINE BANKING TRANSFERS:** Mayor Keegan moved, Deputy Mayor Pratico seconded, motion to approve the online banking transfers according to the schedule presented to the Board.

**PUBLIC COMMENT:** Mayor Keegan moved, Trustee Martin seconded, motion carried to open public comment. Carol Stockman, of the Comprehensive Plan committee, stated that comprehensive plan surveys were due at the end of March. Marianne Carner, formerly of the Village Board, stated that the Castleton Fire Department food drive for the Anchor Food Pantry will be at 1:00 pm on Sunday, February 13<sup>th</sup>. Mayor Keegan moved, Trustee Samarija seconded, motion carried to close public comment.

**EXECUTIVE SESSION:** At 8:26 pm, Mayor Keegan moved, Deputy Mayor Pratico seconded motion to move into Executive Sessions. At 8:40 pm, Mayor Keegan moved, Trustee Samarija seconded, motion to exit Executive Session.

**ADJOURNMENT:** At 8:42 pm, Mayor Keegan moved, Trustee Martin seconded, motion carried to adjourn the meeting.

Respectfully Submitted,  
Padraic Ellis  
Village Clerk-Treasurer