



Mayor: Robert Allen Deputy Mayor: Robert Ryan

Trustees: Deb Alter, Brett Hanselman, Doug Sauer, Dan Schuttig, and Megan Walraed

Wednesday, June 12th, 2024

Village of Hoosick Falls Board of Trustees

Regular Meeting Minutes– Wednesday, June 12th, 2024

Location: Highway Garage – 7 Waterworks Road

This meeting was called to order at 6:04PM by Deputy Mayor Bobby Ryan with the Pledge of Allegiance followed by Moment of Silence.

Roll Call was conducted by Olivia Schneider: Present at the meeting was Deputy Mayor Ryan, Trustee Alter, Trustee Sauer, Trustee Hanselman. Also Present: Village Attorney Alaina Finan. Absent: Mayor Rob Allen, Trustee Schuttig and Trustee Walraed

PUBLIC HEARING on PROPOSED LOCAL LAW D

MOTION to open the Public Hearing on Proposed Local Law D, a local law authorizing purchasing based on Best Value by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

PEOPLE TO BE HEARD.

1. Kevin O'Malley from 42 Rogers Ave in Hoosick Falls. Kevin 1st concern he brought up was the local law on junk cars. He stated that the law says if the car is not running it needs to be removed from the property. Aliana explained that they did pass a law and gave the okay to be removed if they do not run. Aliana will send John Hudson the information she has on that so they are aware of this because officer will need to be present when they remove a junk car from someone's property. 2nd concern Kevin brought up to the board members was that there has been nothing done on the property across the street from his home. He explains this house for 6 years has been vacant and skunks live there, grass is barley mowed and the owner comes every 6 months. He stressed to the board something needs to be done with it. Trustee Sauer brought up to Kevin that they did budget for an assistant for Mark Surdam. He said that we need to make this public and write up a job description so we can start hiring for the position. Trustee Alter stated that she will write up the job description and send to board members and Alaina before posting it. Trustee Sauer also believes that a code enforcement committee should be started to help solve some of these issues.
2. Marianne Zwicklebauer owner of Previsions was here to update us on the events that they will be holding around Town for the 200th Anniversary for the Hoosick Rising. She gave us a spread sheet of the ideas they had for activities for the people to attend. She wanted everyone to know the they hold meetings the last Wednesday of every month where the public can attend. She said they will be doing fund raiser to raise money for the events they have planned and use resources like the fire department with certain things but will also need help from the Village with cost of things. Trustee Sauer asked when they will have a plan completed so they Village can budget for this. They will have a spread sheet that will be easy to read with costs and prices but will not be done for a little while.
3. Megan Alburt from 2 Center Street Hoosick Falls was at the meeting on the behalf of the Historic Preservation community with concerns on how they are still not on the Village website. Trustee Alter explained they are working on the website and will add the

Historic Preservation to it along with there Facebook page. She explained that they need an ordinance. Trustee Sauer told them that they can use the vision statement we have from New York Forward for their ordinance because it covers Historical things which Is what they are looking for.

4. Julie Sweeney who lives on 114 Church Street Hoosick Falls. She would like a meeting with the mayor and asked how she can do that. Deputy mayor Ryan asked her what the concerns were. She stated she has sent multiple pictures to the mayor of the plan from the architect that came in the property and he has not responded. Deputy mayor Ryan told her to send him as well the pictures too and him and the mayor will speak about it and contact her.
5. Jasen VonGuinness from 2 Center Street in Hoosick Falls. He stated off by talking about the WEQX concert series will be starting this Thursday the 13th. He has a few sponsors for the concerts but more would be awesome as well. These concerts will be every Thursday for 14 weeks. 2nd thing he wanted to bring up was more information he had to help with the Zoning Board but will save it for next meeting when the Mayor and all Trustees are present. Trustee Sauer believes for the Zoning and Planning meetings these should be set a day each month to meet and if there is nothing to meet on can cancel the meeting but should have a schedule day each month so everyone is on the same page. Mark Surdam the building inspector / code enforcement did state that it is on the Calander for every 4th Tuesday of the month. We did recently have to change the day of meetings because of Attorney Alaina's schedule so that's the only time it did get changed. Alaina explained we do still need alternatives for these meetings so that Jasen's single-family home can be brought to the board but never have enough members show up on the schedule day. Trustee Alter will post on Facebook how Village Zoning and Planning Boards are looking for alternatives. Last thing Jasen brought up to the board members was that the position for mayor should have increase in pay and be a full-time position because it may attract better candidates. Deputy mayor Ryan said that it should be budgeted and he is not wrong with the increase in pay. Deputy mayor Ryan read Jasen a note that the mayor put on the agenda to be read. "Restore NY Missed Deadline: I want to formally apologize to Jasen VonGuinness for my error in missing an application deadline for Restore NY, a grant program that requires submission through the local municipality. This was completely my responsibility, and in trying to balance my teaching and Mayor responsibilities, I missed the submission deadline, thinking it was for Thursday May 24th, when it was actually Wednesday, May 23rd at 3PM. After realizing the error, I reached out to NYS ESD and Mike Yevoli via phone early on the morning of May 24th, and as requested sent him an email with all of the documents. Mike did his best to advocate for the inclusion of the application, but the powers that be would not allow for the late submission. I'm extremely disappointed in my error, especially knowing that the timing of this application was meant to go hand in hand with Jasen's likely submission for NY Forward. I'm very sorry I let Jasen down, and will do everything I can to rectify this in the future. "Jasen believes the mayor should be proactive. Trustee Sauer asked him where he is now with the property across from Unihog without the grant? Jasen explained right now he hasn't been able to do anything because he will need some kind of municipal money to help with it so will need to apply for another grant before moving forward.
6. Craig Pine from 56 Parsons Ave Hoosick Falls. His 1st concern was about the Village website not being updated with important things such as minutes after the board meetings and PFOA updates. The board members stated that the website will hopefully be update and easier to find things soon they are in the process of getting that going. His next concern was about FOIL request he states the process is broken and the Village is exposing them selves because it is broken. Trustee Sauer brought up that a few meetings back all members agreed that they should be aware when a FOIL request has been submitted. Alaina did tell Craig that they just started a new process when FOIL request come in where the Clerk receives all request and forwards John Hudson, herself and Mayor the FOIL request. Craig stated again he is worried the Village is exposing

themselves because the FOIL system is failing.

A **MOTION** to close public hearing on Proposed Local Law D with no one to be heard on the law by Trustee Sauer and 2nd by Trustee Hanselman. **Unanimously approved.**
Absent: Trustee Schuttig and Trustee Walraed.

HOOSICK FALLS POLICE DEPARTMENT

- A recent policy change was announced within the Rensselaer County Sheriff Department, allowing current RCSD Deputies to serve as law enforcement officers in other Police Departments within the County.
- RESOLUTION Hiring a part-time Police Officer for the Hoosick Falls Police Department (J. Warner).
A **MOTION** to approve Jonathan Warner for the part-time Police Officers was made by Trustee Alter and 2nd by Trustee Sauer. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**
- RESOLUTION Hiring a part-time Police Officer for the Hoosick Falls Police Department (L. Hansen).
A MOTION to approve Luke Hansen for a part time Police Officer was made by Trustee Hanselman and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**
- SWEARING IN CEREMONY.

ANNOUNCEMENTS & CORRESPONDANCES

- We are looking for alternate members for the Zoning Board of Appeals. Both the ZBA and Planning Board are full, but with the recent local law passed that allows for additional alternate members, we are looking for people to join and serve. If you are interested, please reach out to the Village Office.
 - The Summer Concert Series is confirmed – please see the “Hoosick Falls Summer Concert Series” Facebook Page for more information (we will post the latest info each meeting).
 - A request has come in from Katherine Danforth of Hubbard Hall to use Wood Park for Friday, August 16th at 5:30PM and Sunday August 18th at 1PM for a free outdoor Shakespeare performance.

A **MOTION** to approve Hubbard Hall for using Wood Park was made by Trustee Hanselman and 2nd by Trustee Sauer. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

MAYOR UPDATES

1. NY Forward: The first meeting of the Local Planning Committee (LPC) occurred on June 3rd, 2024. It was a successful first meeting, mainly going over the roles and responsibilities of the members, as well as an overview of what the group will be working on over the next five months.
 - a. The “Open Call for Projects” will likely be announced at the end of this week. This will begin the process that all projects must go through to obtain grant money through the NY Forward Program.
 - b. The meeting schedule is set for the LPC meetings. Public Workshops will be in the

larger part of the Armory and are intended for the public to fully participate in. LPC Meetings are working meetings of the LPC, but are also open to the public and will include a section at the end for people to be heard. They are located in the Courtroom portion of the Armory.

- i. Public Workshop #1 – Tuesday, July 2nd from 5-6:30PM
- ii. LPC Meeting #2 – Monday, July 15th from 3-5PM
- iii. LPC Meeting #3 – Monday, August 19th from 3-5PM
- iv. Public Workshop #2 – September 9th from 5-6:30PM.
- v. LPC Meeting #4 – Monday, September 23rd from 3-5PM
- vi. LPC Meeting #5 – Monday, October 28th from 3-5PM.
- vii. (if necessary) LPC Meeting #6 – Monday, November 18th from 3-5PM.

2. The Bear, DEC Citations, and Transfer Station improvements: Last week, after an inspection was performed by DEC in relation to the bear that has been causing trouble in our Village and at our Transfer Station, the Village was cited for two violations.

- a. The first was to have all trash back in the dumpsters (mainly from where the bear broke part of the plastic side of the dumpster and spilled garbage onto the ground) within 7 days.
- b. The second was to have the dumpsters enclosed by an electrical fence meant to prevent further tampering from the bear within 14 days.
- c. DPW Superintendent Ken Holbrook and the DPW workers, while balancing hanging up the Veteran banners across the Village, handled both situations. The first was completed within the 7-day deadline. The Village chose a different location for the dumpsters, the DPW prepared the land and adjusted the grade, and an emergency spending measure was authorized by the mayor to bring in J.A. Bradley to install the electric fence. The work is completed, and the electric fence is up and operational. Special thanks to the Village DPW and Ken Holbrook for the incredible work done in a very short and saturated time span.

3. Balance Tank repair: On the agenda this evening is a motion to authorize an agreement that would allow the repair of the Balance Tank in the Water Treatment Plant. This tank is the storage point between the normal operations of the Water Treatment Plant, and the later filtration steps as provided by the GAC Filtration system. Without this tank, undue pressure and wear is put on our normal treatment operations. The Water Operator and Assistant Operator have given their approval for this agreement to be executed. It should be noted that the full expense of this will fall on the companies, and will not be an expense that is picked up by the Village.

A **MOTION** was made to table the Balancing Tank repair due to not enough Trustee votes till further date by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

4. Grant Awarded to the Hoosick Falls Police Department: We are pleased to announce that the Hoosick Falls Police Department has received \$292,698 from New York State through a grant that was pursued by Officer-In-Charge Sergeant John Hudson. This grant will be a major addition to our Police Department, and will allow us to upgrade police cruiser computers, add in-car cameras to our vehicles, provide more body cameras for our officers, and additional technology purchases, including radios and a drone. It is hard to fully explain the impact this will have on our small department, and we are extremely grateful to New York State for providing these funds to law enforcement agencies. Sgt Hudson deserves a

great deal of credit for his grant work for the HFPD, and this grant is the largest grant the HFPD has ever received. We will have a full press release out later this week.

REPORTS:

Police:

A **MOTION** to approve Police report made by Trustee Sauer and 2nd by Trustee Hanselman. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Code Enforcement:

A **MOTION** to approve code enforcement report made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Treasurer:

A **MOTION** to approve treasurer report made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Clerk/Deputy Clerk:

A **MOTION** to approve clerk/deputy clerk report made by Trustee Hanselman and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Highway/DPW:

A **MOTION** to approve Highway/DPW report was made by Trustee Hanselman and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Sewer:

A **MOTION** to approve Sewer report made by Trustee Alter and 2nd by Trustee Sauer. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Water:

A **MOTION** to approve Water report made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

MINUTES

Minutes are available for the May 8th Regular Meeting and the May 29th Special Meeting.

Minutes remain incomplete for the April 10th Regular Meeting (our office staff was unavailable for that meeting, and the mayor has yet to complete the minutes; the audio recording of that meeting is available on our YouTube site) and the April 29th Special Meeting (they are almost complete). We will update our minutes page on the website to include these draft minutes as soon as they are available for distribution. The mayor apologizes for the inconvenience.

A **MOTION** to approve minutes for May 8th Regular meeting and May 29th Special Meeting made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved.**
Absent: Trustee Schuttig and Trustee Walraed.

TRUSTEE/COMMITTEE REPORTS:

Trustee Alter:

- Trustee Alter talked about how she has ideas for Transfer station but will hold off till all trustees and mayor are here next meeting.
- She brought up Comprehensive plan / zoning code. Would like to get a committee together to redo the comprehensive plan that goes with the zoning code. Aaron chairman of the Planning board said that he will help and Aliana recommend using planning board, zoning board and any Village members who would like to be apart making a committee. Aliana said she will help them as well with comprehensive plan as she has been apart of a couple other communities in redoing theirs. Aliana states that they will need to appoint people for this committee.

A **MOTION** was made to move forward with redoing comprehensive plan and zoning code was made by Trustee Sauer and 2nd by Trustee Hanselman. **Unanimously approved.**
Absent: Trustee Schuttig and Trustee Walraed.

- Talked about the 200th Anniversary coming up for the Hoosick Rising. She expressed that an effort should be made to make the Town look good as visitors will be coming through the town.
- Talked about parking signs and traffic signs. She brought up the Jake Braking signs on root 22 that were put up without being approved and the board members agreed they are not needed.

A **MOTION** to approve the take down of the Jake Braking signs that were put up without the board's approval was made by Trustee Sauer and Trustee Hanselman. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Trustee Hanselman:

- Brought up how Saint Gobain did a cleanup weekend around the town. They repainted the benches, cleaned up around the greenway and in the park. Thanked Eric Sheffer for coming and volunteering his time as well as Kenney Holbrook.

Deputy Mayor Ryan:

- Brought up how a meter was installed at the Country Club so the issue of no meter up there has been solved.

Trustee Sauer:

- Brought up the sticker that was on a pole on Abbott Street that was making racist comments. Kenney took it down that next morning that Trustee Sauer saw it but was up for about a week. Sergeant Hudson explains that next time something like this is found is to call the police station for them to look/ take down because since it was removed before police could see it there was no evidence.
- Brought up how they have had a few meetings as the Police Board with Elayne Gold who

gave a lot of information to them.

Trustee Schuttig:

Nothing to report for Trustee Schuttig due to being absent for meeting.

Trustee Walraed:

Nothing to report for Trustee Walraed due to being absent for meeting.

OLD BUSINESS

Shared PR/Website Resource with HFCS and Town of Hoosick:

- DISCUSSION regarding the possibility of a shared PR/Website hire between Hoosick Falls Central School, the Town of Hoosick, and the Village of Hoosick Falls, as brought to the Mayor by HFCS Superintendent Patrick Dailey.

A **MOTION** to table the discussion of the possible shared PR/Website hire between Hoosick Falls Central School, Town & Village of Hoosick Falls till all Board members are present made by Deputy Mayor Ryan and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

NEW BUSINESS

HFPD Request

- DISCUSSION regarding originally approved request of ARPA funds to be used (via Standard Allowance) for an HFPD purchase of \$7,819.80 for an evidence management system. A recent grant awarded to the HFPD made this allocation unneeded, so the OIC is requesting that we re-allocate these funds for an accreditation management system and a field training/evaluation/on-boarding management system.

MOTION to reallocate ARPA Funds set aside (via Standard Allowance) from the Evidence Management System (\$7,819.80) to the purchase of the “Power Ready Setup & Year 1 Subscription” (\$5,775.00) and the “PowerDMS Standards Year 1 Service (\$1,150.00)” for a total of \$6,925 by Deputy mayor Ryan and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Water Treatment Plant & GAC Treatment System

DISCUSSION about long-term Balance Tank issues and its place in the Water Treatment Plan (see Mayor Update #3).

MOTION authorizing the mayor to execute an “Access Agreement for Balance Tank Replacement”. It should be noted that there will be no cost to the Village for this work. Already made MOTION to table this for another date due to not enough Trustees being at the meeting to vote on this. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Water Supply Development/ROD

- RESOLUTION authorizing the Payment of Invoices through a Third-Party Funded Escrow Account Pertaining to the Development of New Water Supply Wells and Associated Infrastructure for the Village (note: This is the 10th Resolution of this type)

A **MOTION** was to table this till further date due to not enough Trustees being at the meeting to vote on this. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Proposed Local Law D

- RESOLUTION Enacting Local Law #4 of 2024, a Local Law authorizing purchasing based on Best Value.

A **MOTION** made to approve Local Law D authorizing purchasing based on best value made by Trustee Hanselman and 2nd by Trustee Sauer. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

DPW Supper Help

- RESOLUTION hiring a temporary seasonal worker to work in the Village's Department of Public Works (retroactive to June 11th, 2024).

A **MOTION** to approve Rylee Holbrook to the position of seasonal worker in the Village's Department of Public Works at \$15.00 per hour on a temporary basis by Trustee Hanselman and 2nd by Trustee Alter. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

DISCUSSION regarding the county-owned Murphy Building. Deputy mayor Ryan recommends waiting for a discussion on this when all members of the board are present as well as the mayor.

MOTION to enter Executive Session to discuss personnel matters (with no business to be conducted at the end of Executive Session) made by Trustee Alter and 2nd by Trustee Sauer. **Unanimously approved. Absent: Trustee Schuttig and Trustee Walraed.**

Executive session ending at 9:15PM

Meeting was adjured at 9:15PM.

Respectfully submitted by Olivia Schneider

Village Clerk

