



Mayor: Robert Allen
Deputy Mayor: Robert Ryan

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

Thursday, January 16th, 2025

Village of Hoosick Falls Board of Trustees
Regular Meeting – Thursday, January 16th, 2025
Rescheduled from Wednesday, January 8th, 2025
Location: Highway Garage – 7 Waterworks Road

MINUTES

6:10PM: Open the Meeting with the Pledge of Allegiance and a Moment of Silence

Roll Call conducted by Treasure Denise McMahon.

Present: Mayor Robert Allen, Deputy Mayor Ryan, Trustee Sauer, and Trustee Hanselman.

Absent: Trustee Alter will be late along with Trustee Schuttig. Trustee Walraed absent for the meeting.

ANNOUNCEMENTS & COORESPONDANCES

1. Village Election Day is Tuesday, March 18th, 2025 from noon to 9PM at Village Hall.
 - a. The following seats will be up: Mayor (2-year term), 3 Trustees (2-year terms)
 - b. Important Dates are as follows:
 - i. The time for individuals to gather independent nominating petitions has begun.
 - ii. 2/4/25 (Tuesday) – First day to file an independent nominating petition.
 - iii. 2/11/25 (Tuesday) – Last day to file an independent nominating petition. Please note that they need to be in the Village Office's hands by close of business (3:30PM) on Tuesday, February 11th.

2. Mayor Allen has formally announced that he is not seeking re-election via a video announcement that is online.

MAYOR UPDATES – This month will again focus on updates regarding some active projects.

1. New Water Source:
 - a. Latest updates: Engineering Certificate of Completion delivered to the state and to the Village; O&M Manuals and Warranties delivered to the Village for review.
 - b. What we expect over the next two months: dedication (transfer of infrastructure) to the Village, final approval of tests & samples from the state, and the new water source coming online. New water source is hoping to be running by end of February.
2. Former Oak Mitsui site (90 First Street): The Village has taken title to the property. SLR Consulting has come up with some initial concept designs for the location, which will be shared this evening for some initial feedback before more detailed work begins.
3. 3M Settlement for Water Providers: initial payment (originally expected in late 2024) is now expected to arrive around March/April of 2025. No change since the last meeting. Expected total over 3 years is about \$3M.
4. NY Forward: Final edits to the Strategic Investment Plan (SIP) are being completed right now. Once done, it will be delivered to the various state agencies involved for final review and decision making, with announcements likely coming sometime in the spring.
5. Website Development: Demo of new website with some pre-populated pages is ready. Next steps (with goal deadlines): Review current look (next week), populate pages with most recent information (by end of January), set up drop box for document repository (during February), set up water page and updated information (by end of February), fully online in early March.
6. The Village of Hoosick Falls is hiring. We are seeking applications and resumes for:
 - a. DPW Laborer (Full Time, as per the CSEA Contract; applications due 1/21)
 - b. Code Enforcement Officer (Full Time; applications due 1/24)
 - c. Treasurer (Full Time; to add to our Village Office/Finance Department; applications and resumes/cover sheets due 1/31)
7. Update on Properties at 44, 48, and 54 Classic Street (Cataneo): The four properties in the Village have started the foreclosure process. Rensselaer County Finance has noted that, due to recent law change (that modified the 90-day redemption period to a 6month period), the earliest the County would have title would be summer of 2025. The Mayor

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has signaled that the Village will send a letter of interest on these properties, noting the safety concerns and importance of these properties to the Village, so that when the fall comes, the County and the Village can discuss options.

8. Update on restarting the Community Service program: The Village will be submitting the New Position Duties Statement and Job Specification sheet to the Civil Service Commission in the coming weeks, ahead of their February meeting. Assuming the Commission agrees to create the position and approves it at their February meeting, the Village will immediately move forward with hiring a Community Service supervisor and will resume the Community Service program with our Village Court.
9. Water Treatment Plant Dehumidification Project: The pre-bid meeting occurred on site at the Water Plant on Tuesday, January 14th, allowing contractors to see the location and get information. Delaware Engineering was on hand along with our WTP Operators. We had 4 contractors in attendance. The bid opening for the project is scheduled for January 23rd at 2PM.
10. Bid Results for the UV Disinfection Project at the WWTP: As noted in New Business, we have the bid results for this project. Robert Flores from Delaware Engineering will be present to talk through next steps.
11. (from Trustee Doug Sauer): Transfer Station & ERCSWMA: We are continuing to discuss the matter with the Town of Hoosick regarding the possibility of a shared services agreement. In the meantime, the Village is reviewing all rates with the goal of making changes in February.
12. (from Trustee Dan Schuttig) Policy and Personnel/Employee Handbook update: We are near the completion of the draft handbook, after which it will be reviewed by our Village Attorney and Labor Council before it gets its final review from the Board.
13. Special Meeting items: I see a need for a special meeting in the next week or two for:
 - a. Hiring a Laborer (after interviews)
 - b. Introducing a Local Law (update the Senior Exemption Law)
 - c. Resolution to reimburse Environmental Engineering and Attorneys for work on the new Water Source (15th of this type of resolution)

PEOPLE TO BE HEARD

No one at the meeting that would like to be heard.

REPORTS

- Police: **MOTION** to approve police report was made by Deputy Mayor Ryan and 2nd by Trustee Sauer. **Approved by all present.**

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- Code Enforcement: **MOTION** to approve Code Enforcement report was made by Trustee Sauer and 2nd by Trustee Alter. **Approved by all present.**
- Treasurer: **MOTION** to approve Treasurer report was made by Deputy Mayor Ryan and 2nd by Trustee Hanselman. **Approved by all present.**
- Clerk/Deputy Clerk: **MOTION** to approve Clerk/Deputy Clerk report made by Deputy Mayor Ryan and 2nd by Trustee Alter. **Approved by all present**
- Highway/DPW: **MOTION** to approve Highway report was made by Trustee Hanselman and 2nd by Trustee Alter. **Approved by all present.**
- Sewer: **MOTION** to approve Sewer report was made by Trustee Hanselman 2nd by Deputy Mayor Ryan. **Approved by all present.**
- Water: **MOTION** to approve water report was made by Trustee Sauer and 2nd by Trustee Alter. **Approved by all present.**

MINUTES

We have no minutes for approval at this time. Audio recordings for recent meetings are available online on the Village's YouTube channel. At our next meeting, we will have minutes ready for approval for the December 11th Regular Meeting and the December 19th Special Meeting.

TRUSTEE/COMMITTEE REPORTS

- Trustee Alter- Talked about the pole that was in the middle of the driveway for Stewarts was finally removed. The Mayor brought up how Tom Peabody and Stewarts have come up with an argument on the issues Tom brought to the board last meeting. Trustee Alter did also speak about her wedding ring she is still missing if anyone finds one its hers.
- Trustee Hanselman- Nothing to report at this time.
- Deputy Mayor Ryan- Street light updates Cost has gone up because they will need to remove sensors that are already on light poles to put the new ones in. **MOTION** to approve the new cost was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Approved by all present.**
- Trustee Sauer- Doug thinks we should do a share space in the armory for Village and Town Court. Mayor and Board think this is a great idea and will continue to discuss.
- Trustee Schuttig- Talked about the lead testing
- Trustee Walraed- Absent.

OLD BUSINESS

Departmental Capital Projects Priorities List ☐ DISCUSSION. (nothing new at this time)

ERCSWMA

- ☐ RESOLUTION extending the service agreement with ERCSWMA.

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Departmental Capital Projects Priorities List

- DISCUSSION regarding local law development to update the Senior Exemption language that dates to 2002 (based on recommendation from Town Assessor)

Lead Service Line Initiative

- DISCUSSION regarding the cost of lead testing and a possible credit to residents.

NEW BUSINESS

UV Disinfection Project at the WWTP (with Delaware Engineering)

- REVIEW the bids on the work for the project (with Robert Flores of Delaware Engineering)
- REVIEW the previous Bond Resolution for the project (\$1.5M) against the updated budget and applicable grant awards.
- DISCUSSION about the need to adjust our Bond Resolution to allow for the cost of the project (including Construction Administration and Construction Observation).
- RESOLUTION authorizing, subject to permissive referendum, the issuance of an additional \$511,000 Bonds to pay the increased cost of the WWTP Disinfection Upgrade Project was offered by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Approved by all present at the meeting.**

(If the Board elects to) MOTION to enter Executive Session (pursuit to Public Officer's Law Section 105 Subsections D & F) to discuss proposed, current or pending litigation, and potential future hiring decisions (with no business to be conducted at the end of Executive Session) was made by Deputy Mayor Ryan and 2nd by Trustee Schuttig. **Approved by all present.**

Meeting Adjourned at **8:28PM.**

MOTION to end executive session made by Trustee Alter and 2nd by Trustee Schuttig.
Approved by all present.

Executive Session ended at **8:58PM.**

MOTION to adjourn by Trustee Alter Deb, seconded by Trustee Schuttig.
Approved by all present.

Meeting adjourned at **8:58PM.**

Respectfully submitted by Village Clerk
Olivia Schneider