

Monday August 19th, 2024

Village of Hoosick Falls Board of Trustees
Regular Meeting Minutes– August 19th, 2024
Location: Highway Garage – 7 Waterworks Road

This meeting was called to order at 6:14PM: with the **Pledge of Allegiance** followed by **Moment of Silence.**

Roll Call was conducted by Olivia Schneider. Mayor Allen, Deputy Mayor Ryan, Trustee Alter, Trustee Hanselman, and Trustee Sauer. Absent: Trustee Walraed and Trustee Schuttig came later in meeting.

ANNOUNCEMENTS & COORESPONDANCES

- None

MAYOR UPDATES

1. Fall Newsletter
2. 3M PFAS Class Action Settlement
3. NY Forward Update & Proposals
4. New Water Supply Update
5. Advertisement for Code Enforcement Part Time Position
6. New Website Update
7. Organizational Meeting

ORGANIZATIONAL MEETING

6:27PM started Organizational meeting was called to order by Mayor Robert Allen.

MOTION to start Organizational meeting was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. Unanimously approved by all present (absent Trustee Walraed & Trustee Schuttig).

APPOINTMENT OF DEPUTY MAYOR BY MAYOR

RESOLUTION adopting Rules of Procedure for the Board of Trustees of the Village of Hoosick Falls was offered by Trustee Alter and 2nd by Trustee Hanselman. **Unanimously approved by all present (absent Trustee Walraed & Trustee Schuttig).**

RESOLUTION adopting the Local Procurement Policy of the Village of Hoosick Falls was made by Trustee Sauer and 2nd by Trustee Hanselman. **Unanimously approved by all present (absent Trustee Walraed & Trustee Schuttig).**

Trustee Schuttig enter meeting at 6:34PM.

APPOINTMENTS – 1 YEAR

Village Treasurer ----- Denise McMahon
Deputy Village Clerk ----- Judy VanDerKar
Village Clerk ----- Olivia Schneider
Registrar of Vital Statistics----- Olivia Schneider
Deputy Registrar of Vital Statistics----- Judy VanDerKar
Sub-Registrar of Vital Statistics----- Denise McMahon
Associate Village Justice----- Harold McClellan
Dog Control Officer----- Nancy Quell

RESOLUTION making annual appointments was made by Deputy Mayor Ryan and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

Additional Village of Hoosick Falls Employees

(Note: the following list is informational in nature only, as they are positions of employment and thus are not appointed or reappointed annually)

Supt. of Public Works-----Kenneth Holbrook
Wastewater Treatment Plant (1A) Operator ----- Kenneth Holbrook
Asst. Wastewater Treatment Plant (1A) Operator-----Keith Pierce (provisional)
Water Treatment Plant Operator (Type A) -----Francis Hurlburt

Asst. Water Treatment Plant Operator (Type A) -----Josh Magisano
Code Enforcement Officer -----Mark Surdam
Court Clerk ----- Holli Cross
Police Matron----- Melissa Davock
Per Diem Deputy Clerk ----- Debbie Drake
Per Diem Data Entry Clerk ----- Janet Davendonis
Office/Police Cleaner PT----- Cathy Aleksonis
Transfer Station Operator----- Keith Pierce

Other Current Village of Hoosick Falls Boards

Planning Board

Aaron Buzzinski, chair----- 2020-2024
Donald Bradley----- 2022-2026
Sandra Sargood----- 2019-2024
Stephen Hadden-----2024-2028
Larry Watts -----2022-2026

MOTION to re-appoint Aaron Buzzinski to the Planning Board for a 4-year term, running from 2024 to 2028 was made by Trustee Schuttig and 2nd by Trustee Sauer. **Unanimously approved by all present (absent Trustee Walraed)**

MOTION to re-appoint Sandra Sargood to the Planning Board for a 4-year term, running from 2024 to 2028 was made by Deputy Mayor Ryan and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

Zoning Board of Appeals

Kevin Gorman, chair-----2024-2028
 Megan Albert----- 2022-2026
 Bill Hazen----- 2022-2026
 Jamie Spear -----2024-2028
 Jasen VonGuinness-----2020-2024

MOTION to re-appoint Jasen VonGuinness to the Zoning Board of Appeals for a 4-year term, running from 2024 to 2028 was made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed).**

Historic Preservation Commission

Megan Albert, chair -----2024-2026
 Patty Austin----- 2024-2025
 Aaron Buzzinski-----2024-2027
 Rick Ferrannini -----2024-2027
 Jasen VonGuinness-----2024-2025
 Eric Whiting-----2024-2027
 Marianne Zwicklebauer -----2024-2026

MOTION to declare the Official Newspaper the as The Eagle Press was made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

Trustee Sauer recommend we put this on the website so the public knows the change that was made.

MOTION to declare the Official Bank/Depository as Key Bank was made by Ttrustee Hanselman and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

COMMITTEES:

The first name on each committee is the Chairperson and has the responsibility for the operation of said department; the other Trustee or Trustee's named will act as advisors to the Chairperson. It shall be the duty of the Chairperson to be the liaison with the department/department head, and follow up with information and/or motions for the Board of the Board pertaining to their department and see that they are properly executed. In the case of an emergency, the Committee Chair shall notify the Mayor or Deputy Mayor at once.

Infrastructure:

Highway/Parks & Grounds ----- Robert Ryan, Dan Schuttig, Brett Hanselman

Water ----- Megan Walraed, Dan Schuttig,

Sewer ----- Megan Walraed, Dan Schuttig

Public Safety:

Police/Dog Control -----Robert Ryan, Doug Sauer

Court ----- Robert Ryan

Code Enforcement/Planning & ZBA ----- Deb Alter, Brett Hanselman

Services & Policies:

Economic Development ----- Doug Sauer, Deb Alter

Events & Public Relations----- Deb Alter, Brett Hanselman

Finance/Fair Housing Officer ----- Doug Sauer, Brett Hanselman

Labor & Employment ----- Dan Schuttig

Local Laws ----- Dan Schuttig, Deb Alter, Megan Walraed

Municipal Office ----- Robert Ryan

Recycling, Solid Waste, and Transfer Station ----- Doug Sauer

Streetlights ----- Robert Ryan

MOTION to approve committee appointments as stated above was made by Deputy Mayor Ryan and 2nd by Trustee Sauer. **Unanimously approved by all present (absent Trustee Walraed)**

MOTION to close the Organizational Meeting portion of the Village Board Meeting was made by Trustee Alter and 2nd by Trustee Hanselman. **Unanimously approved by all present (absent Trustee Walraed)**

PEOPLE TO BE HEARD:

The Mayor read the rules for people to be heard prior to hearing the two people that were there to speak.

The rules will be at the meetings for people to review when they would like to speak.

1. Gloria Reynolds who lives at 68 Wilder Ave had a few concerns with her neighbors which she states has been going on for years. She explained she had a survey done on her property so that she knows what she owns and doesn't own. Lower Wilder Ave neighbor tried to build a fence and she told them that they needed to take it down because it was on her property and left holes on her property.

The neighbor on the back side on her property on Eagle Street is a problem as well because she has a right away there to get to Eagle Street but they park their cars and trailers there which doesn't allow access to that street. She wants to know if she has permission for an ingress and egress. She wants the egress f the way of passage for her to get through to on onto easy street. The Mayor told her they will need to look into this and the process for this with the Village Attorney and get back to her on that.

She told us she received a letter in the mail from the neighbors with no names or addresses on it but they all have problem with a tree they state is on her property.

She had many concerns about tree issues and would like someone to look at them because she wants them removed as well as a no parking sign that has been there forever.

2. Kathy Zeiss is here from 6 Saratoga Street with concerns from the meeting back in May she brought up.

The whole house isn't connected to the village sewer only her upstairs bathroom she didn't find this out till after she bought the home that most of the house goes to a holding tank under her garage. She explained the sellers said the home was connected to the Village sewer. She found this out because her water/sewer bill was very high and, on the bill, it stated she may have a leak and she also had a back up that went all over her kitchen floor from the down stair's toilet. The Mayor did tell her that he doesn't think the Village can do anything for this situation since it is her property and everyone home needs to hooked up to sewer lines.

This unfortunately comes from the person she bought the house from not the Village. She is looking for her sewer bill to be lowered since most of her lines aren't hooked up to the Village. Kenny explained they have no way of finding those lines. The Mayor told her he

will look into what they can do for her by reaching out the Village Attorney and will get back to her.

Another concern she had was that there is a “random” no parking sign that she would like to be looked at.

She also brought up storm drains and would like for Kenny to come looked at the curb where chunks were removed when previous owner was there and what they can do to fill those in without allowing water into her garage. Kenny said he will go up and check it out when timing allows for them both to be there.

REPORTS

- Police

MOTION to approve police report was made by Trustee Sauer and 2nd by Trustee Alter.
Unanimously approved by all present (absent Trustee Walraed)

- Code Enforcement

MOTION to approve Code Enforcement report was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

- Treasurer

MOTION to approve Treasurer report was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

- Clerk/Deputy Clerk

MOTION to approve Clerk/Deputy Clerk report was made by Trustee Alter and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

- Highway/DPW

MOTION to approve Highway/DPW report was made by Deputy Mayor Ryan and 2nd by Trustee Schuttig. **Unanimously approved by all present (absent Trustee Walraed)**

- Sewer

MOTION to approve Sewer report was made by Trustee Alter and 2nd by Trustee Hanselman. **Unanimously approved by all present (absent Trustee Walraed)**

- Water

MOTION to approve Water report was made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed).**

MINUTES

Minutes are available for the July 10th Regular Meeting and the August 6th Special Meeting.

MOTION to approve the July 10th Regular Meeting minutes was made by Deputy Mayor Ryan and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

MOTION to approve August 6th Special Meeting minutes was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

TRUSTEE/COMMITTEE REPORTS

- Trustee Alter:

She said she is still looking into park signs and what to do about those.

Brought up transfer station. Trustee Sauer recommend things for transfer station gets thought about such as receipts for cash. Trustee Alter also states that a lot of people go there without permits and we need a better way to reinforce it such as sell them up at the transfer station for days like Saturday when the Village office is closed. The board will talk about a better system for this to be put into place.

- Trustee Hanselman: Nothing to report at this time.
- Deputy Mayor Ryan: brought up to Sargent Hudson the 10 poles he would like to have license plate readers and will need to limit the amount to 4-5. They read through the list and picked 4.
- Trustee Sauer: Brought up the payroll system that the Village is looking into doing he has a few meetings with different companies.
- Trustee Schuttig: Talked about Paid Family Leave and how everyone needs to be apart of it for the Village to get into the paid family leave. Which is 3 employees who do not want to be apart of it. In that case the Village can't move forward unless they figure out another way. They will continue to talk about this in executive session tonight. Trustee Schuttig also brought up making small crimes such as speeding tickets, parking tickets, seatbelts, etc. Are in a local ordinance and stays in the Village. Dan and Alaina will have something ready for next meeting.
- Trustee Walraed: Was absent for the meeting and no one had anything to report for her at this time.

OLD BUSINESS

(none)

NEW BUSINESS

Water Supply Development/ROD

- **RESOLUTION** authorizing an easement with National Grid to extend electrical service to the new wellfield) **was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. Unanimously approved by all present (absent Trustee Walraed).**
- **RESOLUTION** authorizing a lease agreement with Honeywell International Inc was made by Deputy Mayor Ryan and 2nd by Trustee Sauer. **Unanimously approved by all present with one recused which was Trustee Hanselman. (absent Trustee Walraed)**
- **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 11th Resolution of this type*) was made by Trustee Alter and 2nd by Trustee Schuttig. **Unanimously approved by all present with one recused which was Trustee Hanselman. (absent Trustee Walraed)**

Water Treatment Plant

- **DISCUSSION** regarding the handheld water reader and review of the quote for a replacement reader.
MOTION was made with subject to review to make sure insurance can't pay for it by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**
- **DISCUSSION** regarding the need for a new dehumidification system in the normal part of the Water Treatment Plant and the need for design and bid specifications.
 - **MOTION** authorizing the Mayor to execute the scope of work with Delaware Engineering for the design of a new dehumidification system and the necessary bid documents at a cost of \$15,500 was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

Former Oak-Mitsui site/future Monument Park

- **DISCUSSION** about the former Oak-Mitsui site and the hopes of a future park at that location through the NY Forward Grant Program
- **MOTION** authorizing the Mayor to execute the proposal/scope of work from SLR Consulting to design, with community input, a 15% Conceptual Master Plan for a future park at the former Oak-Mitsui site at a cost of \$72,700.
- **MOTION** authorizing the Mayor to execute the proposal/scope of work from Sterling Environmental to assist SLR Consulting with environmental engineering and site-based knowledge for the design of a 15% Conceptual Master Plan for a future park at the former Oak-Mitsui site at a cost not to exceed \$7,000.

After the board members talking, they would like to hold off on any decisions with this yet until they have them come back to look at the design and prioritize things that we want done with a better cost.

MOTION to table this for another time in the near future was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

MOTION to enter Executive Session to discuss potential future hiring decisions as well as collective bargaining decisions (with no business to be conducted at the end of Executive

Session) was made by Trustee Sauer and 2nd by Deputy Mayor Ryan. **Unanimously approved by all present (absent Trustee Walraed)**

Regular Board Meeting adjourned at 8:59PM.

MOTION to end executive session was by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

Executive Session ended at: 9:58PM

MOTION to adjourn was made by Trustee Sauer and 2nd by Trustee Alter. **Unanimously approved by all present (absent Trustee Walraed)**

Executive Session Meeting adjourned at: 9:58PM.

Respectfully submitted by

Olivia Schneider
The Village Clerk.