

VILLAGE OF CHATHAM BOARD OF TRUSTEES MEETING
TRACY MEMORIAL HALL, 77 MAIN STREET, CHATHAM NY
THURSDAY, JUNE 27, 2013, 7:30 PM EDT

MEETING MINUTES

MEETING CALLED TO ORDER at 730pm

SALUTE TO THE FLAG

ROLL CALL: Mayor Tom Curran called the meeting to order. Village Clerk Kathy Burke called the roll. Present: Mayor Curran, Trustee Lenore Packet, Trustee Mike Wollowitz, Trustee Adrienne Morrell and Treasurer Barbara Henry. Absent: Trustee Jay Rippel.

PUBLIC COMMENT PERIOD #1:

Parry Teasdale – happy the Village will be working on parking lot at the rear of Main Street. Thanks the Board on behalf of the Chatham Area Business Alliance. Said to let CABA know if they can be of any assistance. Asked how tasks can be appointed to make sure that everything will happen. Mayor Curran answered that he is too busy and can't take on that responsibility himself. Mr. Teasdale stated that CABA will discuss and see if anyone on their board will take on the responsibility. Stated that lots of times there is no parking available on Main Street and that everyone needs as much parking as possible.

Trustee Wollowitz has heard from shopkeepers who are upset that the Village did not budget money for this project.

Mayor Curran stated that there should be a way to raise money as it is important for all people who visit the Village.

Trustee Wollowitz stated that many merchants park all day on Main Street and parking/time limits are not enforced.

Trustee Morrell asked if Park Row could go back to diagonal parking spots as there are more parking spots available that way.

Mr. Teasdale stated that the money in this project so far has come from the Village.

Trustee Morrell asked about the gentleman who volunteered to write grant applications.

Trustee Packet stated that DPW could work to figure out the cheapest way to put a barricade up and that CSX gave the Village permission to use old railroad ties.

Mayor Curran said the Village needs to figure out how many hours this would take the DPW people to work on. Trustee Packet does not think it will take long.

Mayor Curran thinks it will at least require a post hole digger.

Trustee Packet asked if the J-Fund can be used to cover any of these costs. Mayor Curran answered no, and stated that the J-Fund is only for maintenance of the municipal lot.

Mr. Teasdale stated that gravel and/or item 4 would be needed as there are big potholes and ruts in this area.

Trustee Morrell asked if the area could be tamped down and graveled over.

Mayor Curran believes the entire area will need grading, post holes and gravel.

Trustee Packet stated that the Board needs an estimate for cost.

Mayor Curran stated that the Village DPW may be able to assist with any work done, and should be able to help coordinate everything. At one point he asked Bobby Meehan for a price but never heard anything back.

Minutes

Motion made by Trustee Packet, seconded by Trustee Wollowitz to accept minutes from June 13 meeting as presented. All approved.

Old Business

Procurement Policy – discussion of chart on page three (3) of Procurement Policy.

Trustee Packet asked if all departments followed the current procurement policy. Treasurer Henry answered that the policy should be reviewed with all departments, especially if a new policy takes effect.

Discussion of clothing allowances. No one is sure if seasonal workers get a clothing allowance.

Mayor Curran stated that DPW workers had OSHA training earlier this week. They should be wearing bright yellow shirts for safety reasons.

Resolution #230 to accept new Procurement Policy as presented.
Resolution made by Trustee Packet, seconded by Trustee Morrell. All approved.

New Business

Water Rates – Mayor Curran, Water Commissioner Morrell, Ed Czezewski and Delaware Engineering have been meeting to discuss water/sewer rates.

Mayor Curran stated that changes are coming. An increase is likely, probably in the fall. Need to do lots of repairs and infrastructure work throughout the Village.

Trustee Morrell stated the rates in Chatham are woefully low as compared to other municipalities.

Treasurer Henry stated that it hurts the Village when it comes to funding special projects because the rates are too low.

Trustee Morrell stated that they have been discussing a base user fee and a usage fee. Mayor Curran stated that type of payment structure would make every Village residence help pay for maintenance.

Trustee Packet asked if the new structure would affect Ghent residents as well. Mayor Curran answered yes – Ghent, Edgewood Acres, everyone. Stated that Ed thinks maybe some projects can be bonded, but some can be paid if we get enough money to pay for them outright.

Trustee Morrell stated that setting rates is complicated because of all factors involved – repairs, debt, what can resident afford, etc.

Mayor Curran stated that the water tower is leaking again.

Trustee Morrell stated that the reservoir will be mandated repaired eventually. Thinks Delaware Engineering will have numbers soon. Considering having different rates for commercial customers.

Water/sewer billing software was discussed.

Website - Lisa Johnson stated that the committee now has control of the website. Functional updates are being done. New site should be completely done within 4-10 weeks. Explained options for three (3) different back-up systems that are available.

Trustee Wollowitz asked about the off-site backup option. Wanted to know if this is stored at someone's house, or at a different location. Ms. Johnson said she didn't know but would find out.

Trustee Packet would like to see everything done sooner rather than later. Ms. Johnson stated that the committee has reviewed some mock-ups of the new site and stated that things are progressing smoothly.

Trustee Packet stressed that she thinks the new site is taking a very long time and asked if a deadline could be imposed.

Ms. Johnson stated that lots of work has gone in to the new site. The Village finished turning over information to the Trevellyans mid-May. Should move quickly once color scheme, fonts, etc. are chosen. She stated that Brian Sullivan has volunteered to help anyone set up their new e-mail accounts. Please make sure you are using your new e-mail addresses.

Trustee Packet stated that the Village is missing out on summer season because lots of information is not on the current site.

Treasurer Henry will coordinate with Brian Sullivan to see if we can get a deadline for the new site.

Ms. Johnson stated that the committee is working with the Trevellyans, who are working quickly. Maybe it's the committee members who need to move quicker.

Resolution #231 to select Option #3: Protection Plan \$90/quarter commencing when website is launched and renewable every year.

Resolution made by Trustee Morrell, seconded by Trustee Wollowitz. All approved.

Payne Avenue Drainage – flooding on road. A few residents get washed out whenever it rains. Ed Czyzewski recommends catch basins and culvert work done before paving happens.

Trustee Morrell asked if Woodbridge Avenue is being looked at too.

Mayor Curran answered no. Stated that no engineer will be needed and that Rothermel will be doing the work.

Mayor Curran asked if he could have permission to talk to engineers about Payn Avenue. Stated that bidding more than one project at a time could get better results. Also trying to get everything done in a more timely manner.

Trustee Morrell stated that she thinks everything should be kept separate.

Resolution #232 to hire engineer to look at Payn Avenue before paving starts.
Resolution made by Trustee Packet, seconded by Trustee Morrell. All approved.

Correspondence

- Letter from Lawrence re: noise caused by “jake braking.” Mayor Curran will pass a copy of the letter along to the Chatham Police Department, the County Sheriffs Department and the New York State Police. Trustee Packet recommended passing it along to the State too as it is a State Highway.
- Priscilla Schultz re: lack of handicapped parking on Main Street. Mayor Curran will talk to the Town of Chatham about putting handicapped spots in the parking lot. Trustee Packet would like to know what Ed Czyzewski heard back from the state. Mayor Curran suggested ordering signs to be prepared. The state has to pain the blue lines. Lines for all parking spots may create more spots on Main Street – will suggest to NYS.

Old Business

Mayor Curran will spoke with the NYS Police and the Sheriff’s Department about public safety needs. Because Chatham is no longer a 24/7 force, more coverage will be needed from the county and from the state. Whoever is closest will respond from now on. Advertisement for new Chief was sent to local papers today.

Sewer plant work is almost complete. Building looks very nice. Trustee Morrell would like to have an open house to show residents.

Public Comment Period #2

Treasurer Henry spoke about having a facebook page for the Village. She and Clerk Burke would be the two people posting things on the site. Could help advertise Village happenings. Lots of people go to Facebook rather than individual sites for information.

Mr. Teasdale asked if increased water rates will pay for everything that the Village would like to fix. Trustee Morrell answered no, but it would help cover debt. Mr. Teasdale asked if there will be different rates for commercial properties. Trustee Morrell answered maybe, that I still being considered.

Ms. Johnson spoke about co-mingling for recycling in the Village. Asked that it be put in the next newsletter.

Resolution #233 to approve the monthly abstracts in the amount of \$6,621.14.

Resolution made by Trustee Wollowitz, seconded by Trustee Packet. All approve.

Motion made by Trustee Packet, seconded by Trustee Morrell to adjourn at 8:55pm. All approved.

Next regular meeting will be held July 11 at 7:30pm.

Respectfully submitted,

Kathryn A. Burke
Village Clerk