

**VILLAGE OF CHATHAM
BOARD OF TRUSTEES MEETING
THURSDAY, APRIL 10, 2014**

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

PRESENT: Mayor Tom Curran, Trustee Jay Rippel, Trustee Michael Wollowitz, Trustee Adrienne Morrell, Trustee Lenore Packet and Treasurer Barbara Henry.

PUBLIC COMMENT:

No public comment.

MINUTES:

Motion made by Trustee Packet, seconded by Trustee Morrell to approve March 27, 2014 minutes. All approved.

Motion made by Trustee Morrell, seconded by Trustee Rippel to approve April 7, 2014 Organizational Meeting minutes. All approved.

Motion made by Trustee Morrell, seconded by Trustee Packet to approve April 7, 2014 Public Hearing minutes. All approved.

COMMITTEE REPORTS:

Police – Read by Chief Volkmann

Chief Volkmann is requesting two new police vehicles; one marked and one unmarked. Quote from Main Motorcar submitted. Chief Volkmann stated that he will take a \$5,000 annual cut in salary and asked that this extra money be used towards purchasing two (2) new vehicles.

Trustee Morrell asked average mpg of Dodge Charger. Chief Volkmann answered the average is 21 mpg highway and local.

Trustee Wollowitz asked life span of vehicle. Chief Volkmann answered that he would like two (2) new vehicles so they can be rotated in use and will last longer. Would like a four (4) year lease for both vehicles. Re-sell value should be greater because of lower mileage.

Trustee Rippel asked if there are mileage restrictions on the lease. Chief Volkmann answered no and stated that police equipment would be included with car as well. Said that it takes about a month to put the vehicle together after it has been ordered.

Trustee Packet asked why other vehicles options that police departments use are not being explored. Chief Volkmann answered that a Dodge Durango costs approximately \$5,000 more and stated that he would have to re-bid because all police vehicles are very different. He has done all of the research and this is the best deal. Stated that there would be no police department if the current car breaks down.

Mayor Curran stated that he understands the importance of getting a new car. Stated that the Village accounting firm has recommended not getting any new cars at this time. Asked if the police department would be happy getting just one new car. Chief Volkmann's opinion is that two (2) vehicles are needed.

Trustee Wollowitz asked what the differences are between police vehicles and non-police vehicles. Chief Volkmann answered that police vehicles are state-bid and are much cheaper.

Trustee Rippel asked the years of the current police vehicles. Chief Volkmann answered that all three (3) were purchased between 2003 and 2006.

Trustee Wollowitz asked if the lease agreement is based on the total purchase price. Chief Volkmann answered yes, with equipment included.

Trustee Wollowitz asked if other financing option were explored. Chief Volkmann answered yes, and stated that he had previously submitted that information. First Niagara bank offered the lowest financing rate.

Trustee asked what annual payments would be. Chief Volkmann answered that the annual payment would be approximately \$15,000 for both vehicles.

Trustee Morrell asked what happens at the end of the four (4) year lease. Chief Volkmann answered that the Village of Chatham will own the vehicles.

Trustee Wollowitz asked what dollar amount will be due at the end of the four (4) years. Chief Volkmann answered \$1.

Trustee Ripple asked Chief Volkmann to reiterate – at the end of four (4) years, the Village will own both vehicles and all of the equipment. Chief Volkmann answered yes. State that maintenance should be reduced in future years because cars are warranted for three (3) years.

Trustee Wollowitz asked if these vehicles are good in winter weather. Chief Volkmann answered yes and stated that these vehicles have rear-wheel drive. Catskill PD has these same vehicles and are very happy with them.

Trustee Wollowitz asked if there would be any advantaged to purchasing one front wheel drive vehicle and one rear wheel drive vehicle. Chief Volkmann answered no.

Trustee Packet asked about proposed artwork for the vehicles. Stated that she thinks it looks more like a racecar than a community police department vehicle. Thinks the design should be more subtle. Trustee Wollowitz agreed that a more low-key look would be better. Trustee Packet stated that she would like a marked police car, not a racecar. Trustee Wollowitz stated that the Village could receive negative feedback from the residents about the vehicles costing too much if they look too fancy. Trustee Packet thinks these vehicles would appear unapproachable if they are designed as submitted. Chief Volkmann stated that he would be happy to re-design the look of the cars and get back to each Trustee with samples. Stated that there is time to get that completed. Trustee Wollowitz asked Chief Volkmann if he did the computer design himself. Chief Volkmann answered that it was pieced together from various sources. Trustee Packet stated that the school is a small part of the community and should be represented on the vehicles in a smaller logo. 1st Assistant Fire Chief Joe Cerami asked if the Village logo

(train) would be on the new cars. Trustees Wollowitz and Packet would both like to see the Village logo on the vehicles.

Mayor Curran asked if the purchases of two (2) vehicles could be staggered. Chief Volkmann answered that he would like to keep the one working/remaining Village Police car as a back-up. He would like to have one unmarked vehicle; explained why an unmarked vehicle is better to use when traveling outside of the Village.

Trustee Wollowitz asked if mileage is kept similar in both new cars, then will they have to be replaced at the same time. Chief Volkmann answered no, and stated that both vehicles would get longer use. Stated they could be replaced one a time in the future.

Mayor Curran stated that he is comfortable purchasing one new car now, but would like to wait a year for the second vehicle. Trustee Wollowitz asked if he would be more comfortable purchasing one vehicle now, and a second after the 2014/2015 budget is in place. Mayor Curran answered that he would like to wait until after the budget is in place.

Chief Volkmann stated that both vehicles would cost approximately \$60,000 to be divided into four annual payments of approximately \$15,000 each. Trustee Rippel asked the Chief if he would still be willing to give up \$5,000 from his own annual salary to go towards the vehicles purchase. Chief Volkmann answered yes, that's how bad he wants new vehicles for the department.

Trustee Wollowitz speculated that the Chief's salary could be raised back up the \$5,000 if there is enough money in the budget. Chief Volkmann stated that he is not asking for that, would just like new vehicles for the department.

Trustee Packet stated that it is important to get a new car. She is agreeable to purchasing one new vehicle now. Thinks a more important issue is fixing Village roads.

Trustee Wollowitz stated that the Chief is willing to chip in \$5,000 of his own salary, and the second vehicle would only cost an extra \$3,000, so purchasing both at the same time would make sense.

Trustee Rippel stated that our Village Police Officers are at risk in the vehicles we have now. If the only working police car the Village owns breaks down, then the Village has no police force. Trustee Wollowitz agreed that our officers deserve to be in decent vehicles. Stated that department moral would probably improve if there was no more worry about old vehicles.

Chief Volkmann stated that he is not getting rich off his Village salary. He emphasized that equipment is important and strategic planning is important. Stated that these two (2) vehicles would only cost approximately \$15,000 per year.

Trustee Wollowitz stated that it makes good sense to purchase a second vehicle at the same time because it is not much more per year. Thanked Chief Volkmann for giving up part of his annual salary.

Resolution #33 made to purchase two new vehicles and equipment for the Village Police Department, not to exceed \$56,000 in total. Vehicles will be leased through First Niagara financing and paid as a four year lease to own with a \$1 buyout at the end of the fourth year. Chief Volkmann will voluntarily forfeit

\$5,000 per year of his salary to be used towards the vehicles purchase price, starting immediately. One new vehicle will remain unmarked, the other vehicle lettering will be determined.

Resolution made by Trustee Rippel, seconded by Trustee Wollowitz. Resolution approved by all present.

Chief Volkmann stated that pricing may lower a bit when letter is changed.

Mayor Curran would like to begin police officer interviews for new recommendations from Chief Volkmann. Chief Volkmann asked what date, time and place would work best. Trustees Rippel and Morrell stated that they would like to be involved in the interviews. Chief Volkmann will set up times that are agreeable to everyone.

2014/2015 Zone 14 Police Academy would like to increase number of officers sent to the Village as police officer recruits. The Village would help provide training to the new recruits. One is a Village resident. Chief Volkmann is confident that his staff can handle three (3) recruits.

Resolution #34 made to for Chief Volkmann to initiate the process of sponsoring three (3) candidates in the 2014/2015 Zone 14 Police Academy. The candidates would be hired as police office recruits and will not cost the Village any money.

Resolution made by Trustee Morrell, seconded by Trustee Rippel. Resolution approved by all.

The Village Police Department is all set to work the Sean's Run vent on April 26 and 27.

Chief Volkmann would like to apply for a grant for the Village to purchase Narcan kits for heroin overdoses. Trustee Rippel asked if officers would receive training on how to administer the shots. Chief Volkmann answered yes, Albany Med is doing training for all officers. Stated that Columbia Memorial Hospital will probably be the administrator for the Village.

Resolution #35 made for Chief Volkmann to apply for a NYS grant for Narcan medication for Village police officers to carry.

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

Chief Volkmann stated that the Columbia County Sheriff's office would be interested in the truck that the Police Department/Village owns. So far he has been unable to locate the title for the vehicle.

Resolution #36 made to donate the police truck to the Columbia County Sheriff's Department.

Resolution made by Trustee Rippel, seconded by Trustee Wollowitz. Resolution approved by all.

Trustee Packet asked Chief Volkmann is cones or something can be put in crosswalks to help make more noticeable. Chief Volkmann answered that there are a few options and he would be willing to discuss this matter further.

Fire Department – read by Chief Rideout.

Resolution #37 made to appoint Paul Rideout as Chief of the Village of Chatham Fire Department, Joseph Cerami as 1st Assistant Chief of the Village of Chatham Fire Department, and Eric Barnes as 2nd Assistant Chief of the Village of Chatham Fire Department.

Resolution made by Trustee Rippel, seconded by Trustee Wollowitz. Resolution approved by all.

Resolution #38 made to accept Christian Haner, Austin Haner and Joshua Haner, all of 53 Kinderhook Street, Chatham, as new members of the S.W. Smith Hook and Ladder of the Chatham Fire Department, pending firefighter physical examinations.

Resolution made by Trustee Rippel, seconded by Trustee Morrell. Resolution approved by all.

Resolution #39 made for Philip Genovese to switch from S.W. Smith Hook and Ladder over to Ocean Fire Company #1, of the Chatham Fire Department.

Resolution made by Trustee Rippel, seconded by Trustee Wollowitz. Resolution approved by all.

Chief Rideout stated they have seven (7) new members starting firefighter school in June.

Administrator/Treasurer Report – read by Barbara Henry.

OLD BUSINESS

Safe Routes to Schools – Pat Prendergast

Mayor Curran stated that the Village had received five (5) letters of interest for the Safe Routes to School project.

Mr. Prendergast described the process of SRTS – the Village asked for letters of interest and firm bios; pricing will be negotiated after a firm is selected; at least three (3) of the firms that submitted information have lots of this type of experience; recommend Village interview top three (3) firms; negotiate price with number one choice.

Trustee Morrell asked if this company is only inspecting work that is being done, not actually performing the work. Mr. Prendergast answered that the company chosen by the Village would send out an RFP for construction – it will be up to them to pick the winner, award the winner, have meetings, have daily inspections, file daily reports, etc.

Trustee Wollowitz asked if the Village does not like the price that the winner submits, can the Village then pick another company. Mr. Prendergast answered yes, and stated that the Village can keep picking a new company until a good price is reached.

Mr. Prendergast will make a recommendation of the three (3) firms that the Village should interview. Stated there are good choices – the companies that submitted letters of interest have experience with this project.

Mayor Curran, Mike Losa, John Bartholomew and Pat Prendergast will be meeting on April 11 to discuss drainage work that needs to be done before the sidewalk work can commence.

Trustee Packet asked if all work would be completed by the time school starts in September. Mr. Prendergast answered that it could probably be completed before then if the work is sent out now. He is recommending that the top three (3) choices all be interviewed in one evening, giving each company a half an hour. Mr. Prendergast will review letters and select top three (3). Trustee Wollowitz asked if interviews can be conducted the last week of April. Mr. Prendergast will try for that.

NEW BUSINESS

Resolution #40 made to send Kathy Burke to NYCOM Annual Meeting and Training School, May 4-6, 2014 for the approximate total cost of \$472.32.

Resolution made by Trustee Packet, seconded by Trustee Morrell. Resolution approved by all.

Resolution #41 made to re-levy the following onto 2014/2015 Village property taxes: Elike Takyi, 61 Railroad Ave, water/sewer charges - \$23,657.38; Henry Lott, 63 Spring Street, water/sewer charges - \$9,007.83; Matthew Tashiro, 6 Harmon Heights Rd, water/sewer charges - \$1,455.12; and Donald Goodrich, 4 Locust Street, barn demolition & associated fees - \$5,502.00.

Resolution made by Trustee Packet, seconded by Trustee Morrell. Resolution approved by all.

Resolution #42 made to re-levy any unpaid Village property taxes onto 2014/2015 Village property taxes.

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

Items for Discussion

Water Engineering Firm - Trustee Morrell should request letters of interest then get a priority list and timeline to complete all projects.

Trustee Wollowitz asked if letter of interest can included quotes. Mayor Curran will check with Village attorney for answer to that question.

Trustee Packet stated, and Mayor Curran agreed, that Pat Prendergast and Delaware Engineering both have good idea of everything in the Village.

Trustee Morrell stated that this is a working-class Village, and any work should be done piecemeal to make it more affordable.

Trustee Packet asked what other companies would be approached for letters of interest.

Trustee Morrell answered that various companies would be consulted. It will be up to the BOT to pick the best one to give reasonable oversight.

Trustee Wollowitz is concerned about what recommendations will be made.

Mayor Curran likes the idea of asking for letters of interest, the request for proposals.

Trustee Morrell doesn't want to spend more money on this, would like to get on with the process.

Mayor Curran stated that the Village's water supply is precious and important to maintain.

Tracy RFP - Treasurer Henry and Mayor Curran have been working on this and are making progress.

Court Rental Agreement – making progress.

Budget Workshops - workshops are scheduled for April 14 and 6:30pm and April 24 at 6:00pm.

Sewer Pump Stations - Leggett Electric has submitted an estimate. Treasurer Henry stated that verbal estimates would be acceptable because they are lower than \$2,500.

CORRESPONDENCE

Letter received from Chatham Post 42 American Legion re: Memorial Day festivities in the Village.

Resolution #43 made to approve Chatham Post 42 American Legion Memorial Day program in the Village on Monday, May 26, 2014.

Resolution made by Trustee Packet, seconded by Trustee Morrell. Resolution approved by all.

PUBLIC COMMENT PERIOD #2

No comments from the public.

Abstracts - are not ready at this time. Will be available on Monday, April 14.

Motion to adjourn made at 9:25 pm.

Respectfully submitted,

Kathryn Burke
Clerk