

VILLAGE OF CHATHAM, NEW YORK  
BOARD OF TRUSTEES MEETING  
TRACY MEMORIAL BUILDING  
FEBRUARY 11, 2019  
6:30 PM EST

PUBLIC HEARING

MINUTES

**Call to Order at 7:00 p.m.**

**Present:** Mayor T. Curran; Trustees M. Wollowitz, J. Rippel, P. Minahan; Village Clerk D. Meyers; Attorney K. Dow; Police Chief P. Volkmann; Fire Chief P. Rideout; Asst. Fire Chief J. Howe; Residents M. Howe, K. Schassler, J. Cerami, J. Russell, M. Spock, M. Richardson; Newspaper Reporter E. Teasdale. **Absent:** Trustee L. Packet  
**First Public Comment (limited to 15 minutes):** No comments

**Reports of Commissioners and Committees**

Police Commissioner: Mayor Tom Curran

Fire Commissioner: Trustee Jay Rippel, Jr.

Wastewater/Water Commissioner: Trustee Michael Wollowitz

Streets & Snow Removal Commissioner: Trustee Lenore Packet

Building Inspector: Attached

**Approval of Minutes:**

December 13, 2018 - Tabled

December 18, 2018 – Tabled

January 8, 2019 – So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.

January 14, 2019 – So moved by Trustee Wollowitz; seconded by Trustee Rippel. Approved by all.

February 1, 2019 – So moved by Trustee Rippel; seconded by Trustee Minahan. Approved by all.

**Unpaid Taxes:** Certifications have been signed by each Trustee certifying an outstanding balance of \$18,142.94 for 2018 taxes. Copies are attached to these Minutes.

**Shred Bins:** The Village of Chatham will provide shred bins from Certified Documents at the Tracy Memorial for the Month of March. Bins are due to arrive on the morning of Friday, March 1, 2019. Bins are available to the public during normal business hours; Town Court evening hours; and Village Court evening hours.

**New Business:**

- 1. Resolution:** To acknowledge and ratify the designation of Thomas Curran and Debra Meyers as Administrators to the Grants Gateway System to authorize and monitor access and to maintain the system for the Village of Chatham. **So moved by Trustee Wollowitz; seconded by Trustee Minahan. Approved by all.**
- 2. Resolution:** To approve the attendance of Leo Ponter and Ralph O'Mara-Garcia to the NYPFC on April 29, 2019 at the Sagamore Resort in Bolton Landing, NY at a cost not to exceed \$400.00 plus gas mileage. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**
- 3. Resolution:** To approve a Village wide clean up the week of June 3<sup>rd</sup> with the Town of Ghent portion of the Village being picked up on Monday, June 3<sup>rd</sup>; the Town of Chatham portion of the Village being picked up on Tuesday, June 4<sup>th</sup>; and scrap metal day being Wednesday, June 5<sup>th</sup> for the whole Village. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**
- 4. Resolution:** To approve the use of Village streets and Police assistance for the Committee to Produce the Sean Patrick French Memorial Run/Walk, Sunday, April 28, 2019 pending receipt of a Certificate of Liability. The cost for the closing of Park Row is \$550.00 plus Police services. **So moved by Trustee Minahan; seconded by Trustee Rippel. Approved by all.**
- 5. Resolution:** To authorize the Mayor to sign the Town of Ghent Fire Protection as set forth in Resolution Number 5 of February 11, 2019 attached. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**

6. **Resolution:** To authorize an Agreement with Consolidated Communications for Internet and Voice Communications Lines and Services as set forth in Resolution Number 6 of February 11, 2019 attached. **So moved by Trustee Wollowitz; seconded by Trustee Minahan. Approved by all**
7. **Resolution:** To authorize a re-bid of DPW truck as set forth in Resolution Number 7 of February 11, 2019 attached. **So moved by Trustee Wollowitz; seconded by Trustee Minahan. Approved by all.**
8. **Resolution:** To approve the appointment of Patricia DeLong as the part time Deputy Clerk at 20 hours at a rate set at \$18.00 per hour effective March 5, 2019. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**
9. **Resolution:** To accept the Tracy Hall Roof Grant and Authorize Execution of a Master Contract for such Grant as set forth in Resolution 9 of February 11, 2019 attached. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**
10. **Resolution:** To authorize the purchase of an in-vehicle dashboard camera as set forth in Resolution Number 10 of February 11, 2019 attached. **So moved by Trustee Rippel; seconded by Trustee Minahan. Approved by all.**
11. **Resolution:** To authorize the purchase of three Police Department computers as set forth in Resolution Number 11 of February 11, 2019 attached. **So moved by Trustee Rippel; seconded by Trustee Minahan. Approved by all.**
12. **Resolution:** To authorize the purchase of a police vehicle as set forth in Resolution Number 12 of February 11, 2019 attached. **So moved by Trustee Wollowitz; seconded by Trustee Rippel. Approved by all.**
13. **Resolution:** To appoint Joseph Alessi to the position of Sergeant in the Village of Chatham Police Department as set forth in Resolution Number 13 of February 11, 2019 attached. **So moved by Trustee Wollowitz; seconded by Trustee Minahan. Approved by all.**
14. **Resolution:** To establish the position of Deputy Chief within the Village of Chatham Police Department as set forth in Resolution Number 14 of February 11, 2019 attached. **So moved by Trustee Rippel; seconded by Trustee Wollowitz. Approved by all.**
15. **Resolution:** To appoint Joseph Alessi to the position of Deputy Chief in the Village of Chatham Police Department as set forth in Resolution Number 15 of February 11, 2019 attached. **So moved by Trustee Wollowitz; seconded by Trustee Minahan. Approved by all.**
16. **Resolution:** To approve Eric Barnes as First Assistant Fire Chief effective immediately. **So moved by Trustee Minahan; seconded by Trustee Rippel. Approved by all.**

**Second Public Comment Period (limited to 15 minutes):** E. Teasdale inquired about Tax Certifications and the next step. Also wanted clarification on shred bins for the month of March.

J. Rippel wanted to thank John Howe for his services with the Fire Department after his announcement of resignation. Also J. Rippel wanted to say that he is glad people are stepping up for the open positions for Elections being held in March. There is a good slate of qualified candidates. And for many years, people ran unopposed.

J. Howe inquired about the budget process. Mayor Curran stated he is planning to meet with Treasurer Patterson and J. Howe is encouraged to attend the meeting. VCFD stating a flat budget.

**Adjournment:** So moved by Trustee Wollowitz; seconded by Trustee Rippel. Approved by all at 8:07 p.m.

**Next meeting: March 11, 2019 7:00 p.m.**

**Respectfully submitted**

  
**Debra Meyers**  
**Village Clerk**

**Board of Trustees  
Village of Chatham**

**RESOLUTION**

**Number 5 of February 11, 2019**

**To authorize a Fire Protection Contract with the Town of Ghent**

**WHEREAS**, the Town of Ghent and the Village of Chatham seek to enter into a Contract, for calendar year 2019, for the provision of fire protection services by the Village of Chatham Fire Department throughout Chatham Fire Protection District No. 2, which encompasses a portion of the Town of Ghent; and

**WHEREAS**, such Contract has been approved and consented to by Ocean Fire Company No. 1 and Hook and Ladder Company; and

**WHEREAS**, such Contract has been executed by the Town of Ghent;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham approves the Fire Protection Contract with the Town of Ghent, dated January 1, 2019, as appended to this Resolution, and authorizes and directs the Mayor to execute such contract on behalf of the Village.

February 11, 2019

Village of Chatham, New York  
Tracy Memorial Village Hall  
77 Main Street  
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# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number 6 of February 11, 2019**

### **To authorize an Agreement with Consolidated Communications for Internet and Voice Communications Lines and Services**

**WHEREAS**, the Village of Chatham requires high-speed internet and voice communications lines to various offices and departments of the Village; and

**WHEREAS**, due to the nature of communications facilities, it has been determined that only two providers are capable of providing the needed services to the required locations, and Consolidated Communications was found to provide the lowest-cost option for the necessary services; and

**WHEREAS**, the services provided by Consolidated are also found to provide superior upload speeds, which is beneficial for backups and other purposes, and, as a continuation of existing services, is compatible with existing wiring and configurations;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham approves the Customer Service Agreement with Consolidated Communications, dated January 29, 2019, to provide three (3) 50 MB BBE internet lines and eight (8) EPAK voice lines, a copy of which is appended to this Resolution, and authorizes and directs the Mayor to execute such Agreement on behalf of the Village.

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# Board of Trustees Village of Chatham

## RESOLUTION

Number 7 of February 11, 2019

### To authorize re-bid of DPW truck

**WHEREAS**, the Village of Chatham Department of Public Works (“DPW”) seeks to obtain a new four-wheel drive 19,500# GVW Truck; and

**WHEREAS**, a prior bid process due May 24, 2018 resulted in no accepted bid, and a prior purchase effort through another municipality’s bid dating from June 2018 has been repeatedly delayed and appears that it will not be fulfilled;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham authorizes the solicitation of bids, pursuant to General Municipal Law section 103, for the purchase of a new four-wheel drive 19,500# GVW Truck, generally consistent with the terms and specifications of the bid specifications set out in the May 24, 2018 bid documents for a similar truck, modified as necessary by DPW and subject to review and approval by the Village attorney; and

**BE IT FURTHER RESOLVED**, that the Department of Public Works, Village attorney, and other appropriate Village officials, employees, and agents are authorized and directed to carry out such actions as are necessary to implement the purposes of this Resolution.

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# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number   9   of February 11, 2019**

### **To Accept the Tracy Hall Roof Grant and Authorize Execution of a Master Contract for such Grant**

**RESOLVED**, that the Village of Chatham, New York applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under the Environmental Protection Fund Grant Program for Parks, Preservation and Heritage (EPF) for the purpose of funding the Tracy Memorial Village Hall Roof Cupola Project.

**RESOLVED**, that the Village of Chatham is authorized and directed to accept these grant funds in an amount not to exceed two hundred thousand dollars (\$200,000) for the project described in the grant application;

**RESOLVED**, that the Village of Chatham is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for such Tracy Memorial Village Hall Roof Cupola Project;

**RESOLVED**, that the Village of Chatham is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the municipality and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and

**RESOLVED**, that the governing body of the municipality delegates signing authority to execute the Master Contract and any required deed of easement to the individual who holds the following elected or appointed municipal office or employment position title: Mayor.

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**CERTIFIED TRUE COPY**

I, Debra Meyers, Clerk of the Village of Chatham, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on February 11, 2019 at which a quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified.

Dated: February \_\_\_\_\_, 2019

\_\_\_\_\_  
Signature:  
Village Clerk

Affix Seal of Municipality Here

# Board of Trustees Village of Chatham

## RESOLUTION

Number 10 of February 11, 2019

### To Authorize Purchase of an In-Vehicle Dashboard Camera

**WHEREAS**, the Village of Chatham Police Department requires purchase of an in-vehicle dashboard camera, and funds for such purchase are within the budget line for such acquisition; and

**WHEREAS**, the Board of Trustees of the Village of Chatham previously approved the acquisition of such a camera; and

**WHEREAS**, an appropriate and suitable in-vehicle dashboard camera (as reflected in the attached quote sheet) is available for purchase from Pro-Vision Video Systems off of a NY State Contract at a price of \$2,930;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham authorizes the purchase of an in-vehicle dashboard camera for the Village of Chatham Police Department (as reflected in the attached quote sheet) from Pro-Vision Video Systems at a price of \$2,930.

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# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number 11 of February 11, 2019**

### **To Authorize Purchase of Three Police Department Computers**

**WHEREAS**, the Village of Chatham Police Department requires purchase of three computers, and funds for such purchase are within the budget line specified for such acquisition; and

**WHEREAS**, appropriate and suitable computers are available for purchase from Dell, Inc. off of a NY State Contract (No. 83AHG; Customer Agreement No. PM20820) for \$829.24 each, for an aggregate amount of \$2,487.72;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham authorizes the purchase of a three computers for the Police Department in the aggregate amount of \$2,487.72, as specified in the appended quote.

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# **Board of Trustees Village of Chatham**

## **RESOLUTION**

**Number 12 of February 11, 2019**

### **To Authorize Purchase of a Police Vehicle**

**WHEREAS**, the Village of Chatham Police Department requires purchase of a new police vehicle (automobile), and funds for such purchase are within the budget line specified for such acquisition; and

**WHEREAS**, the Board of Trustees of the Village of Chatham previously approved the acquisition of such a vehicle; and

**WHEREAS**, an appropriate and suitable vehicle (new 2019 Charger PPV All Wheel Drive) is available for purchase from Main Motorcar off of a NY State Contract (NY State Police bid #1808135 and PO#dsp01-16586) at a price of \$26,276, which includes delivery to the Village of Chatham;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham authorizes the purchase of a new 2019 Charger PPV All Wheel Drive police automobile from Main Motorcar off of a NY State Contract (NY State Police bid #1808135 and PO#dsp01-16586) at a price of twenty six thousand two hundred seventy six dollars (\$26,276), delivered.

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**Board of Trustees  
Village of Chatham**

**RESOLUTION**

**Number 15 of February 11, 2019**

**To Appoint Joseph Alessi to the Position of Deputy Chief in the Village of  
Chatham Police Department**

**BE IT RESOLVED**, that upon the recommendation of Chief of Police Peter Volkmann, the Board of Trustees of the Village of Chatham appoints Joseph Alessi to the position of Deputy Chief in the Village of Chatham Police Department, as a provisional appointment, effective February 12, 2019.

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**Board of Trustees  
Village of Chatham**

**RESOLUTION**

**Number 13 of February 11, 2019**

**To Appoint Joseph Alessi to the Position of Sergeant in the Village of  
Chatham Police Department**

**BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham appoints Joseph Alessi to the position of Sergeant in the Village of Chatham Police Department, effective immediately, February 11, 2019.

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# Board of Trustees Village of Chatham

## RESOLUTION

Number 14 of February 11, 2019

### To Establish the Position of Deputy Chief within the Village of Chatham Police Department

**WHEREAS**, the Village Board of Trustees, upon guidance of the Chief of Police, finds that it is desirable and in the interest of the Village to establish within the Village of Chatham Police Department the position of Deputy Chief; and

**WHEREAS**, such action has the consent and concurrence of Teamsters Local 294, the bargaining representative of the employees of the Village of Chatham Police Department;

**Now, therefore, BE IT RESOLVED**, that the Board of Trustees of the Village of Chatham establishes the position of Deputy Chief of the Village of Chatham Police Department; and

**BE IT FURTHER RESOLVED**, that the Table of job titles and salaries set out in Section 1 of Article 9 of the current Teamsters Local 294 Union Contract for the Village of Chatham Police Department is amended by way of a memorandum of understanding to add an additional line for the position of Deputy Chief, with the same salary levels at the position of Lieutenant, as follows:

Job Title	6/1/2017	6/1/2018	6/1/2019
Deputy Chief	\$19.67	\$20.26	\$20.87

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