

VILLAGE OF CHATHAM, NEW YORK  
BOARD OF TRUSTEES MEETING  
ORGANIZATIONAL MEETING  
TRACY MEMORIAL BUILDING  
OCTOBER 19, 2020  
6:00 PM EST

TENTATIVE AGENDA

Call To Order

First Public Comment (limited to 15 minutes):

**Reports of Commissioners and Committees**

Police Commissioner: Pete Minahan

Fire Commissioner: Trustee Melony Spock

Wastewater/Water Commissioner: Trustee Jodie Russell

Streets & Snow Removal Commissioner: Trustee Jaimee Boehme

Building Inspector: Attached

Approve the Budget to Actual Report of September 30, 2020

**New Business:**

**Appointments by the Mayor:** Deputy Mayor: Trustee Peter Minahan

**Appointments Submitted by the Mayor for Board Approval by Resolution: (§3-308)**

Police Commissioner: Trustee Peter Minahan

Fire Commissioner: Trustee Melony Spock

Wastewater/Water Commissioner: Trustee Jodie Russell

Streets and Snow Removal Commissioner: Trustee Jaimee Boehme

**Appointments Submitted by the Mayor for Board Approval by Resolution: (§3-301(3))**

Village Clerk/ Treasurer (§3-301(1)(b) and (c)): Debra Meyers at an annual salary set in the Village budget

Village Deputy Clerk (§3-301(1)(b) and (c)): Patricia DeLong at an annual salary set in the Village budget

Village Justice (§3-301(2)(a)): James Borgia-Forster at a fee set in the Village budget

**Appointments Submitted by the Mayor for Board Approval by Resolution: (§4-400(1)(c)(i))**

Registrar of Vital Statistics: Debra Meyers (at no additional salary)

Deputy Registrar of Vital Statistics: Patricia DeLong (at no additional salary)

Collector of Taxes: Debra Meyers (at no additional salary)

Building Inspector: Erin Reis at an annual salary set in the Village budget

Attorney for the Village: Ken Dow

Planning Board Chairperson: Daniel Herrick

Planning Board Liaison: Jodie Russell

Zoning Board of Appeals Chairperson: Stephen Piazza

Zoning Board of Appeals Liaison: Pete Minahan

Emergency Preparedness Coordinator: Eric Barnes

Emergency Preparedness Deputy Coordinator: Melony Spock

(1) **Resolution:** Designating The Bank of Greene County to act as depository of Village Funds.

(2) **Resolution:** Designating the Columbia Paper and the Register-Star as the official newspapers of the Village of Chatham.

(3) **Resolution:** Authorizing payment in advance of audit of claims for public utility services, fuel, postage, freight and express charges, and health and dental insurance.

(4) **Resolution:** To pay the Internal Revenue Service rate per mile for mileage for use of Village Officers' and employees' vehicles when used in the performance of the duties of such person's office or position.

(5) **Resolution:** Authorizing to pay registration fees and travel expenses incurred by Village Officers and employees in connection with attendance at training/conferences with the prior approval of the Village Board.

**(6) Resolution:** Setting the second Monday of each month at 7:00 PM for Regular Meetings of the Board.

**(7) Resolution:** Setting the fourth Monday of each month at 7:00 PM on an as-needed basis for Meetings of the Board.

**(8) Resolution:** To approve one time sewer relief to the McPhail family at 48 High Street in the amount of \$175.71 for outdoor watering.

**(9) Resolution:** To approve one time sewer relief to the Gray family at 22 Mill Street in the amount of \$185.85 for outdoor watering.

**(10) Resolution:** To approve one time sewer relief to the Gordon family at 49 Austerlitz Street in the amount of \$90.14 for outdoor watering.

**(11) Resolution:** To approve one time sewer relief to the DelRossi/Richardson family at 100 Kinderhook Street in the amount of \$291.79 for outdoor watering.

**(12) Resolution:** To approve one time sewer relief to Art Park Homes at 34 Center Street for a water line break in the amount of \$2,969.60.

**(13) Resolution:** To approve one time sewer relief to Alma Kelly at 12 Washington Avenue in the amount of \$223.12 for outdoor watering.

**Items for Discussion:**

Food Pantry Sign  
Raising the Rate for Certificate of Occupancy Searches  
Procurement Policy Amounts  
Tracy Renovation Project  
Paving Project Costs

**Executive Session:** To discuss the history of an employee.

**Adjournment:**

Next Meeting:  
November 9, 2020