

VILLAGE OF CHATHAM, NEW YORK  
BOARD OF TRUSTEES MEETING  
TRACY MEMORIAL VILLAGE HALL  
77 MAIN STREET, CHATHAM, NY 12037

SPECIAL MEETING  
MAY 24, 2021  
8:00AM

MINUTES

**Call to order: 8:00am**

**Present:** Mayor J. Howe; Trustees J. Boehme, J. Russell, M. Spock; Village Clerk D. Kelleher.

1. **Resolution:** To approve the purchase of a "Shield radar speed display, Speed Alert" radar message sign and "instALERT" variable message sign with trailer as stated in Quote Q-58647 in the amount of \$15,122.70 and dated April 15, 2021, from All Traffic Solutions.  
*Approximate lead time for the sign and trailer is 4-6 weeks. Resolution to move the funds will be added to the agenda for the next regular meeting. So moved by M. Spock, seconded by J. Boehme. Approved by all.*
2. **Resolution:** To approve the encumbrance of funds in the amount of \$11,000 from the General Fund expenditure line 14204.01 (Legal Fees) from the 2020/2021 budget year to supplement the expenditure for attorney's fees.  
*So moved by J. Boehme, seconded by J. Russell. Approved by all.*
3. **Resolution:** To approve the encumbrance of funds in the amount of \$2,350 from the General Fund expenditure line 16204.01 (Grant Writer) from the 2020/2021 budget year to supplement the expenditure for grant writer.  
*To supplement the \$2500 in the 2021/2022 Budget year. The Grant Writer will attempt to get funding for the 2<sup>nd</sup> phase of the Tracy Memorial renovation. So moved by M. Spock, seconded by J. Russell. Approved by all.*
4. **Resolution:** To approve the encumbrance of funds in the amount of \$9,000 from the General Fund expenditure line 34104.01 (Fire Building Repairs) from the 2020/2021 budget year to supplement the expenditure for a condition study.  
*Feasibility study by LaBella (proposal #212395) for the proposed Firehouse project approved at May 10, 2021 Board of Trustees meeting in the amount of \$18,900. So moved by M. Spock, seconded by J. Boehme. Approved by all.*

5. **Resolution:** To approve the Memorandum of Agreement pertaining to the DPW Union Contract dated June 1, 2019, between the Village of Chatham and United Public Service Employees Union (UPSEU) dated May 24, 2021 and attached hereto.

*So moved by J. Russell, seconded by M. Spock. Approved by all.*

6. **Resolution:** To approve the Schedule of Transfers of May 24, 2021 attached hereto.

*So moved by J. Boehme, seconded by J. Russell. Approved by all.*

7. **Resolution:** To approve the purchase of a new Ford F550, 4-wheel drive, Class 5 Truck, from LACY FORD, as described in Quote #REF-VOC-01-21 and per Lacy Ford quote dated 04/23/2021 in the amount of \$51,300.00.

*So moved by M. Spock, seconded by J. Russell. Approved by all.*

**Adjournment:** *Motion to adjourn by J. Russell, seconded by M. Spock. Approved by all at 8:07pm.*

Respectfully submitted,

Desiree Kelleher  
Village Clerk

**SCHEDULE OF TRANSFERS  
BUDGET TO ACTUALS**

**MAY 24, 2021**

1. To approve the budget line transfer from account 81304.13 (Treatment Contractual) to account 81304.13 (Treatment Telephone) in the amount of \$145.87 for a shortage in the budget line.
2. To approve the budget line transfer from accounts 51104.01 (General Repair Buildings Repair & Maintenance \$1200); 51104.10 (General Repair Motor Fuel \$300); and 51422.01 (Snow Removal Equipment \$2500) to account 51824.01 (Street Lighting) in the total amount of \$4,000.
3. To approve the budget line transfer from account 31204.01 (Police Office and Essential Supplies) to 31202.01 (Police Motor Fuel) in the amount of \$300.
4. To approve the budget line transfer from account 31204.01 (Police Office and Essential Supplies) to 31202.01 (Police Equipment) in the amount of \$700.
5. To approve the budget line transfer from account 31204.01 (Police Office and Essential Supplies) to 31204.01 (Police Vehicle Repair & Maintenance) in the amount of \$25.