

VILLAGE OF CHATHAM, NEW YORK, BOARD OF TRUSTEES MEETING
Tracy Memorial Building, 77 Main Street, Chatham, NY 12037

JUNE 14, 2021 at 7:00 PM
Public Hearing 6:45pm
Minutes

PUBLIC HEARING: To discuss submission of a Grant application to compete for funds available through the NYS administered Community Development Block Grant (CDBG).

Present: Mayor J. Howe; Trustees M. Spock, J. Boehme, J. Russell, P. Minahan; Village Clerk D. Kelleher; CPD Deputy Chief J. Alessi; Morris Memorial Planning Committee M. Wood, D. West, E. Knight; Town Supervisor Donal Collins; Town Council V. Pitkin; Reporter Register Star Natasha; Astral Power C. Humphrey; Residents L. Locke, A. Anderson, C. Simmons; S. Franks; M. Hoopes; S. Piazza, D. Levoe, G. Warden, M. Chudy, D. Hallenbeck, B. Simmons, M. Richardson, J. Bowman, J. Wapner, L. Laurange, D. Malfado, J. DelRossi, .

Call to Order (Public Hearing): 6:45pm, Mayor J. Howe opens and reads the Public Hearing Notice and description of the CDBG program.

Public Hearing Comments: L. Locke question – Is it a matching grant? Mayor J. Howe responds, no, but some admin costs are possible.

Public Hearing Adjournment: Motion to close the Public Hearing portion of the meeting by M. Spock, seconded by J. Russell. Approved by all at 7:00pm.

REGULAR SESSION:

Call to Order: 7:00pm

Presentation: Morris Memorial / Crellin Park Presentation (Matt Wood)

Meeting opens and Mayor J. Howe comments that the Village is providing venue for conversation about the possible merger of Morris Memorial and the Town of Chatham, Crellin Park. Although there is potential impact on the Village, this investigation and potential merger is between those two entities.

Mayor J. Howe introduces Matt Wood for presentation of information pertaining to the Morris Memorial and Crelling Park. There is an exploratory committee of 8 people; 6 Voting, 2 Non-Voting. Exploratory committee Chair Dean West. Potentially looking at building a new recreation center at Crellin Park. Current Morris Memorial building and program has severe ADA limitations. Building study completed in 2018 estimated cost \$1.5M-\$2.5M. Open to explore other locations. To date no decision to sell Morris Building on Park Row, nor is there a commitment anywhere. Still need to consider Deed transfer, Park land alienation, and how/if transfer municipality to private ownership.

Mayor J. Howe reads letter/comments from member of the community Teresa Barenfeld, Center Street (attached). Suffers from lifelong Rheumatoid Arthritis. In support of exploring what is possible and would potentially help our residents with permanent or temporary disabilities and elderly, in addition to our children.

Resident J. Nesbitt question regarding plan for the current building if Morris program vacates to another location. M. West responds no buyer now. No contract. Recognizes that the current building has history and is

a special place for many. Would consider that and who would be buying. Also, The Village has a Planning Board with checks and balances for properties within the Village.

Trustee M. Spock question regarding the cost to build a new facility, and if they plan to poll the community for what is needed. M. West responds that there are no figures yet. They did not want to spend the money for plans if the potential project idea “didn’t have legs”. They absolutely plan to poll the community. Meanwhile they have tried to prioritize repairs for safety and capital improvements have been made.

Resident D. Hallenbeck regarding timeframe after study is complete. M. West response, 2-3 years.

Resident J. Delrossi question regarding construction and funding. If taxes are raised for the Town of Chatham would Town of Chatham residents be eligible for waived fees? M. West responds that monies would likely be raised through grant, fund raising, and sale of current building. Taxes would go more toward programming.

Resident B. Simmons comment regarding exploring the changing demographics and the decline in population of children in the school district.

Resident M. Richardson comment regarding grey space instead of green space. Where is Town of Ghent on this? Regarding Crellin, Chatham pays, Ghent does not, but Ghent uses the park. M. Wood responds that Town of Ghent does contribute to the Morris.

Mayor J. Howe adds that municipalities must be careful and are not permitted to give funds to private business. In closing Mayor Howe thanks M. West for presentation and reminds the attendees that if anything is decided it will be an agreement between the Morris and the Town of Chatham/Crellin.

Presentation: Solarize Chatham (Cara Humphrey)

Overview of community solar development and how the Village of Chatham might benefit. Opportunity for local residents to subscribe to clean renewable energy and receive an equivalent of 10% savings (over year) on total electricity costs. Not a discounted rate. It’s a credit/discount on the bill, as a subscriber.

Reports of Commissioners and Committees:

Building Inspector: Erin Reis. *Report read by Trustee J. Russell.*

Wastewater/Water Commissioner: Trustee Jodie Russell. *Report read by Trustee J. Boehme.*

Streets & Snow Removal Commissioner: Trustee Jaimee Boehme. *Report read by Trustee J. Boehme.*

Police Commissioner: Pete Minahan. *Report given by Deputy Chief J. Alessi.*

Fire Commissioner: Trustee Melony Spock. *Report read by Trustee M. Spock.*

Approve the Minutes of May 10, 2021 Board Meeting. *So moved by J. Russell, seconded by J. Boehme. Approved by all.*

Approve the Minutes of May 17, 2021 Special Board Meeting. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Approve the Minutes of May 24, 2021 Special Board Meeting. *So moved by J. Boehme, J. Russell. Approved by all.*

Approve the Budget to Actuals for the Month of May 2021. *So moved by P. Minahan, seconded by J. Boehme. Approved by all.*

New Business:

1. Resolution – To authorize the Village of Chatham Submission of a Grant Application to the NYS Office of Community Renewal (OCR) through the 2021 Consolidated Funding Application (CFA) Process

Whereas, the New York State Office of Community Renewal (OCR) is accepting applications from eligible communities to compete for funds available through the NYS administered Community Development Block Grant (CDBG) Program through the 2021 CFA application process; and

Whereas, CDBG is a federally-funded program that provides financial resources to assist in the development of viable communities by providing decent housing and a suitable living environment by expanding economic opportunities, principally for persons of low and moderate income; and

Whereas, the Village of Chatham has held a public hearing to consider its infrastructure, public facility and economic development/community development needs and has identified the CDBG program as a grant resource to support community development initiatives; and

Whereas, the Village of Chatham plans to submit a CDBG grant application recognizing the OCR application process requires that the governing body of the applicant authorize the submission of the application and related actions; and

Therefore, be it Resolved, that the Village Board of Trustees hereby authorizes and directs that the Mayor or the Village designated representative submit the application to OCR and to act in connection with the submission of the application, including execution of all required certifications and forms and to provide such additional information as may be required.

Trustee Pete Minahan-AYE
Trustee Jaime Boehme-AYE
Trustee Jodie Russell-AYE
Trustee Melony Spock-AYE
Mayor John Howe-AYE

2. Resolution – To approve Budget Line Transfers according to attached **Schedule of Transfers Budget to Actuals June 14, 2021**. *So moved by J. Boehme, seconded by J. Russell. Approved by all.*

3. Resolution – To approve the budget line transfer from account 917 (General Fund Unappropriated Fund Balance) to account 31202.01 (Police Equipment) in the amount of \$15,122.70 for the **purchase of a speed sign and trailer** approved through Board Resolution May 24, 2021 (Special Meeting). *So moved by P. Minhan, seconded by J. Boehme. Approved by all.*

4. Resolution – To approve the **upfitting of Chatham Police vehicle** per Quote #04300, in the amount of \$9270.29 from Pittsfield Communication. *So moved by J. Russell, seconded by P. Minahan. Approved by all.*

5. Resolution – To approve the budget line transfer of \$9270.29 from account 917 (General Fund Unappropriated Fund Balance) to account 31202.01 (Police Equipment), for the purpose of **upfitting Chatham Police vehicle**. *So moved by M. Spock, seconded by J. Boehme. Approved by all.*

6. Resolution – To authorize the (CPD) purchase of **laptop computer and printer**, per L-Tron Q#LTCQ21149 dated May 7, 2021 (\$693.17) and per Telrepco Q#0104563 dated April 19, 2021 (\$2215.00), for a total of \$2908.17. *So moved by M. Spock, seconded by J. Russell. Approved by all.*

7. Resolution - To approve the budget line transfer of \$2908.17 from account 917 (General Fund Unappropriated Fund Balance) to account 31202.01 (Police Equipment), for the purchase of **laptop computer and printer**. *So moved by P. Minahan, seconded by J. Boehme. Approved by all.*

- 8. Resolution** - To approve the (CPD) purchase of **lettering, stripe and chevron for Chatham Police vehicle**, per estimate provided by Matt's signs, dated April 19, 2021, not to exceed \$450. *So moved by M. Spock, seconded by J. Boehme. Approved by all.*
- 9. Resolution** - To approve the budget line transfer of \$450.00 from account 917 (General Fund Unappropriated Fund Balance) to account 31202.01 (Police Equipment), for the **lettering, stripe and chevron for Chatham Police vehicle**. *So moved by J. Boehme, seconded by P. Minahan. Approved by all.*
- 10. Resolution** – To approve the **upfitting of Chatham FIRE Department** vehicle per Quote#04295, in the amount of \$6698.08 from Pittsfield Communications. *So moved by M. Spock, seconded by J. Russell. Approved by all.*
- 11. Resolution** – To approve the budget line transfer of \$6698.08 from account 917 (General Fund Unappropriated Fund Balance) to account 34102.01 (Fire Equipment), for the purpose of **upfitting Chatham FIRE Department vehicle**. *So moved by J. Boehme, seconded by P. Minahan. Approved by all.*
- 12. Resolution** - To approve the (CFD) purchase of **lettering, stripe and chevron for Chatham FIRE vehicle**, per Next Gen Signs, Inc. Quote dated April 19, 2021 in the amount of \$1400.00. *So moved by P. Minahan, seconded by J. Boehme. Approved by all.*
- 13. Resolution** - To approve the budget line transfer of \$1400.00 from account 917 (General Fund Unappropriated Fund Balance) to account 34102.01 (Fire Equipment), for the **lettering, stripe and chevron for Chatham FIRE vehicle**. *So moved by J. Boehme, seconded by J. Russell. Approved by all.*
- 14. Resolution** - To authorize the hiring of **Temporary/Seasonal DPW employee** pending interviews. *So moved by J. Boehme, seconded by M. Spock. Approved by all.*
- 15. Resolution** - To authorize the Village clerk to investigate and advertise for a **Planning Board/Zoning Board Secretary**. *So moved by J. Boehme, seconded by P. Minahan. Approved by all.*
- 16. Resolution** – To approve the May 18, 2021 NYSEG agreement to **replace the Village Street lights with LED**, pending review of the agreement by Village Attorney K. Dow. *So moved by M. Spock, seconded by P. Minahan. Approved by all.*

Items for Discussion:

- *Chatham Rescue Squad has been experiencing some staffing issues. 13 members from 2 stations cover 270sq mi and are on 24/7. The Rescue Squad will be sending reports to the Town quarterly.*

Second Public Comment Period (limited to 15 minutes): *None.*

Executive Session: To discuss the employment history of a particular person and collective negotiations pursuant to the Taylor Law. *None.*

Adjournment: *Motion to adjourn by J. Russell, seconded by J. Boehme, approved by all at 9:16pm.*

Next meeting: July 12, 2021 7:00pm

(rev.06/29/2021)

Respectfully submitted,

Desiree Kelleher
Village Clerk

**SCHEDULE OF TRANSFERS
BUDGET TO ACTUALS**

JUNE 14, 2021

1. To approve the budget line transfer from account 34104.01 (Fuel Oil) to account 34102.01 (Fire Equipment) in the amount of \$1350.00 for a shortage in the budget line for budget year 2020/2021.

2. To approve the budget line transfer from account 19904.01 (Contingency) to account 81604.01 (Refuse Removal) in the amount of \$5,000 to cover underestimated trash bid renewal.

3. To approve the encumbrance of funds in the amount of \$2712.00 from General Fund expenditure line 31204.01 (Police Office and Essential Supplies) from the 2020/2021 budget year, for the **purchase of CPD Body Cameras**.

4. To approve the budget line transfer from account 83104.12 (Admin Contractual) to account 83401.12 (Transmission Distribution) in the amount of \$1160.83 for a shortage in the budget line for budget year 2020/2021 due to more water breaks than expected.

5. To approve the budget line transfer from account 51421.01 (Snow Removal Salary) to account 51101.01 (General Repair Salary) in the amount of \$1888.21 for a shortage in the budget line for budget year 2020/2021, due to work in Highway Department greater than anticipated.

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JUNE 14, 2021 at 7:00 PM
Public Hearing 6:45pm
Amended Minutes

Please see minutes of June 29, 2021 Board of Trustees Meeting for approval to AMEND the following June 14, 2021 resolutions to reflect a change from Pittsfield Communications to Redlyne.

Resolution 4

Resolution 5

Resolution 10

Resolution 11

Respectfully submitted,
Desiree Kelleher
Village Clerk