

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

October 17, 2022

Regular Meeting 7:00pm

MINUTES

Call to Order: 7:00 pm by Mayor J. Howe

Present: Mayor J. Howe; Trustees M. Spock, J. Boehme, K. Schassler; DPW Foreman P. Genovese; Fire Department Chief P. Rideout; Acting Police Chief J. Alessi; Village Treasurer P. DeLong; Village Clerk D. Kelleher; Deputy Clerk S. Davis; Resident A. Walsh; Resident L. Wheeler; Resident G. Wheeler; Resident M. Kernan; CPD Officer M. McDowell; K. McDowell

First Public Comment (limited to 15 minutes):

Departments and Committees Reports: (copies of reports available with minutes on file)

>Building Department: Building Inspector, E. Reis. *Read by Village Clerk D. Kelleher.*

>Police Department: Acting Chief J. Alessi; Police Commissioner P. Minahan. *Report presented by Acting Police Chief J. Alessi.*

>Fire Department: Chief P. Rideout; Fire Commissioner Melony Spock. *Report presented by Chief P. Rideout.*

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner K. Schassler, Streets & Snow Removal Commissioner J. Boehme. *Read by Streets & Snow Removal Commissioner J. Boehme. Mayor J. Howe read aloud a letter submitted by the Rescue Squad thanking P. Genovese and the DPW for filling in pot holes in the rescue squad parking lot.*

Approve Minutes of September 12, 2022. *So moved by M. Spock, seconded by J. Boehme. Approved by all.*

Approve Minutes of Special Meeting September 27, 2022. *So moved by K. Schassler, seconded by J. Boehme. Approved by all.*

Approve the September 2022 Budget to Actuals. *So moved by J. Boehme, seconded by M. Spock. Approved by all.*

New Business:

Resolution 94 of 2022 – To grant a one-time **sewer relief** in the amount of **\$315.03** to **Steve Trantel** at 23 Housman Avenue for a water leak. *So moved by K. Schassler, seconded by J. Boehme. Approved by all.*

Resolution 95 of 2022 – To establish the Tracy Memorial Hall, 77 Main Street, Chatham, NY as the **polling place** for the **Village elections on Tuesday, March 21, 2023 from 12:00 noon until 9:00 p.m.** *So moved by M. Spock, seconded by K. Schassler. Approved by all.*

Resolution 96 of 2022 – To authorize the Mayor to sign an agreement with **Quadient Leasing Company** for a **63-month lease** of a postage meter at a rate of **\$63.99/month**, billed quarterly, totaling **\$4031.37**. *Village Clerk D. Kelleher noted that the new agreement would increase the monthly charge by \$4.00 but that the Village would no longer be charged a monthly service fee of \$19.99 per month, which would result in a cost savings for the Village. So moved by J. Boehme, seconded by M. Spock. Approved by all.*

Resolution 97 of 2022 – To approve the closing of Park Row and the use of Village streets from the Morris Memorial to Main Street, Kinderhook Street, Shore Road, Eaton Avenue, Woodbridge Avenue and the school road as well as police assistance for the **Annual Ray Barbuti Turkey Trot on November 24, 2022 from 8:30am to 11:30am**. *So moved by M. Spock, seconded by J. Boehme. Approved by all.*

Items for Discussion:

- a. **Knox Box** – Return to discussion about establishing a Local Law – *Mayor J. Howe noted that Assistant Fire Chief E. Barnes had submitted copies of other community’s policies to the Board, noting that he felt that the Town of Kinderhook had done a particularly good job. Mayor J. Howe proposed that Village Attorney K. Dow look over the submitted documents and then put together a draft for review by the Board at the next meeting.*
- b. **Halloween 2022** – *Mayor J. Howe noted that the Village has not designated Kinderhook Street as the destination for Halloween Trick-or-Treaters but that, over the years, it has become a tradition. The Village has closed the street for the past 5 or 6 years in order to make it safe for children, residents and visitors. He announced the Village Fire Department would be present this year, distributing candy, to ease some of the burden on Kinderhook Street residents.*
- c. **Harlem Valley Rail Trail** update – *J. Boehme read from an email from members of the Harlem Valley Rail Trail Association summarizing a meeting from September 29, 2022 regarding the grant proposal which was submitted in July with an expectation that the decision as to whether it would be awarded would be announced in December. The HVRTA will issue a RFP for a consulting group to complete the planning work. The grant is a NYS Consolidated Funding Grant, which requires the HVRTA to raise \$150,000 in local matching funds, so the HVRTA is attempting to devise a fund-raising strategy as soon as possible. The trail plan itself should take 12-18 months to complete due to the complexity and length of the trail and to receive all of the required permits. The total cost to construct the trail will be approximately 1 million dollars per mile. J. Boehme stated that the plan called for the trail to terminate at the old railroad shanty located across the street from the intersection of U.S. 66 and Cemetery Hill Rd. She also asked that anyone interested in volunteering or attending any meetings regarding the HVRT, please reach out and/or join the mailing list. Mayor J. Howe stated that he was optimistic regarding the HVRT after seeing the already completed portions of the trail in other counties. He then went on to explain how the Village of Chatham was considered as a possibility for inclusion and that he feels that it would be a very positive thing for the Village.*
- d. **Sewer Treatment** – update regarding periodic odor - *Mayor J. Howe stated that the Village had received several complaints in the past few months from residents regarding sewer odor. He asked that DPW Foreman P. Genovese address these concerns. P. Genovese gave a brief overview of the 2 main issues contributing to the odor: the inordinately dry summer months which allowed for sewer material to accumulate in the pipes, which could cause excess odor. When that material is finally flushed out by sufficient water-flow, it can create a shock to the water treatment facility. This summer, the Village sewer treatment facility also suffered a death of a certain type of beneficial bacteria used to treat the sewage. This has since been rectified. Several residents posed questions to P. Genovese and to the Board regarding infrastructure and man power at the DPW. P. Genovese also noted the 12.5 miles of Village sewer pipes, most of which are clay pipes and installed sometime in the 1930’s, are both deteriorating and were installed at an angle that is not ideal for optimal water-flow. P. Genovese stated that he feels that residents will most likely not experience any further sewage odor problems this year.*
- e. **EMC** – brief overview: *Amy Walsh - After an introduction from Mayor J. Howe, EMC Village Representative A. Walsh gave a brief overview of the EMC and her role representing the Village. She then asked the Board for any guidance or suggestions regarding any particular subject/concern that the*

Board and the community may want her to focus on while representing the Village. After some discussion by the Board which included the topic of solarization, it was agreed that there were multiple topics of potential interest to the Village that would warrant further consideration.

f. “Locust Street” sign, and replacement of “Yield” with “STOP” - Mayor J. Howe noted that he had been contacted by a concerned resident regarding the lack of a street sign on Locust Street. He stated that this seemed like an easy fix and that he would speak with the relevant Department Heads to have one installed. Mayor J. Howe stated that the resident also had concerns regarding the Yield sign located at the intersection of River Street and Locust Street, stating that the visibility was greatly diminished due to the curve of wall of the train trestle, coupled with the curve in the roadway. Mayor J. Howe stated that after being contacted by the resident, he reached out to Acting Police Chief J. Alessi who reported that he found 3 accident reports which have occurred at that location between 2010 and 2022. Mayor J. Howe then asked Acting Police Chief J. Alessi if there was any downside to replacing the Yield sign with a Stop sign. Acting Police Chief J. Alessi stated that there was none other than cost. Mayor J. Howe said that, if Acting Police Chief J. Alessi was not opposed to the sign, he would speak with P. Genovese. Acting Police Chief J. Alessi also stated that if the sign were to be changed, he would ask that a Stop Ahead sign be installed approximately 200 feet before the Stop sign to alert drivers. Mayor J. Howe mentioned that although the Village, as yet, is not sure of the future plans for the Shaker Museum, once that project is completed, there is a potential for significantly increased volume of traffic at the location.

g. Village website proposal – Village Clerk D. Kelleher informed the Board that the Clerk’s Office received correspondence from Trevellyan, the company that maintains the Village Web Site, regarding an issue with the platform that was used to create the website in 2013. Trevellyan stated that current platform is outdated and has lost the ability to sync the calendar with other parts of the website. Included with the correspondence was a proposal containing two options for the Village to switch to a new format. Deputy Clerk S. Davis gave a brief synopsis of the two options and then proposed that there may be more options available to the Village, particularly building and maintaining the Village site independently, which would be more cost effective and allow for more creative input from the Village. After general discussion by the Board, with input from Acting Police Chief J. Alessi, it was determined that the Clerk’s Office would research other possible solutions.

Second Public Comment Period (limited to 15 minutes):

Motion for the Board of Trustees to enter in to Executive Session made by J. Boehme, seconded by M. Spock. Approved by all at 8:01 pm.

Executive Session: For discussion of potential, proposed, pending or current litigation, and for collective negotiations pursuant to the Taylor Law. *Motion to adjourn Executive Session made by K. Schassler, seconded by M. Spock. Approved by all at 8:22 pm.*

Adjournment: *Motion to adjourn made by M. Spock, seconded by J. Boehme. Approved by all at 8:23 pm.*

Next meeting: November 14, 2022 7:00pm

Respectfully Submitted,
Sam Davis Jr.
Deputy Village Clerk
(rev.11/3/22)