

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

December 12, 2022; 7:00 pm
MINUTES

Call to Order: 7:00 pm Mayor John Howe

Present: Mayor J. Howe, Trustees K. Schassler, P. Minahan, J. Boehme; Village Attorney K. Dow; Treasurer P. Delong; Clerk D. Kelleher; Deputy Clerk S. Davis; Town of Chatham Liaison V. Pitkin; Fire Chief P. Rideout; Codes Enforcement Officer E. Reis; Acting Police Chief J. Alessi. **Not present:** Trustee M. Spock.

First Public Comment (limited to 15 minutes): None

Departments and Committees Reports:

>Building Department: Report given by Building Inspector, Erin Reis.

>Police Department: Acting Chief J. Alessi; Police Commissioner Pete Minahan. Report given by Acting Chief J. Alessi.

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

>DPW: Foreman P. Genovese; Wastewater/Water Commissioner Karyn Schassler, Streets & Snow Removal Commissioner Jaimee Boehme. Report given by Streets & Snow Removal Commissioner Jaimee Boehme. UV Sanitation Project estimated around \$250K. LaBella is reviewing the project. Will be mandated by DEC. May consider funding possibly by bond, or by sewer fund.

J. Howe would like to review Village leaf collection, including the benefits and costs. Currently the Village pays GrowMax to haul the collected pile of leaves away.

Approve Minutes of November 14, 2022. So moved by K. Schassler, seconded by J. Boehme; approved by all.

Approve Minutes of Special Meeting November 30, 2022 (Executive Session). So moved by P. Minahan, seconded by K. Schassler; approved by all.

Approve the November 2022 Budget to Actuals, pending transfers in the water funds 83304 and 83302. So moved by J. Boehme, seconded by P. Minahan; approved by all.

NEW BUSINESS:

Resolution 100 of 2022 –To authorize the Mayor to sign a renewal “Agreement for Administrative Services”, Health Reimbursement Account, between Brown and Brown Insurance and the Village of Chatham, for the term of January 1, 2023 to December 31, 2023. (Tentative. Pending updated contract). So moved by K. Schassler, seconded by J. Boehme; approved by all. Mayor J. Howe noted that the new agreement is exactly the same as the agreement entered into last year with no changes in the dollar amount.

Resolution 101 of 2022- To authorize the Mayor to sign the Town of Ghent Fire protection contract for the term January 1, 2023 through December 31, 2023, in the amount of \$27,604. So moved by K. Schassler, seconded by P. Minahan; approved by all. Mayor J. Howe noted that that the amount is a 3% increase from last year.

Resolution 102 of 2022 – To authorize the Mayor to sign the Town of Kinderhook Fire protection contract for the term January 1, 2023 through December 31, 2023, in the amount of \$16,525.32. So moved by P. Minahan, seconded by J. Boehme; approved by all. Mayor J. Howe noted that that the amount is a 3% increase from last year.

Resolution 103 of 2022 – To authorize the Chatham Fire Department to purchase 2 sets of gear from Municipal Emergency Services (MES) at \$2,967.52 each, or \$5,935.04 total, per MES Quote #QT1643857 dated 12/5/2022. *So moved by P. Minahan, seconded by J. Boehme; approved by all.*

Resolution 104 of 2022 – To approve the Lexipol Solutions Proposal Q-51158-4 dated 12/2/2022, submitted to the CPD, for a pro-rated subscription of \$855.00 to cover the period (01/01/2023 – 05/31/2023), and for an annual subscription of \$2052.00 to cover the period (06/01/2023-05/31/2024); for a total amount of \$2907.00.

Resolution 105 of 2022 – To approve the re-hiring of Officer Brian Chapple as a part-time police officer, to begin at completion of the Oath of Office, and at a union contract rate of \$20.26 per hour.

Resolution 106 of 2022 – To approve the re-hiring of Officer Tyler Schmidt as a part-time police officer, to begin at completion of the Oath of Office, and at a union contract rate of \$20.26 per hour.

**** “A Local Law to Update Enforcement of the New York State Uniform Code and Energy Code” ****
Introduction by K. Dow. A workshop was scheduled for Tuesday, January 3, 2023 at 5pm at the Tracy Memorial. Public Hearing is set for 6:45pm on Monday, January 9, 2023 at the Tracy Memorial.

Items for Discussion:

- Water/sewer Meters and Billing discrepancies: *The water/sewer billing office and the DPW are reviewing meter installations and the conversion of recorded usage into the billing software, to identify and correct possible billing errors.*
- Knox Box – get back to discussion about nearby local Knox Box codes and how the Village would like to incorporate similar. *Mayor J. Howe noted that the Board had previously discussed the possibility of enacting a law which would be similar to the law adopted by the Town of Kinderhook regarding commercial KnoxBox installation and that he would like the Board to resume that discussion. He suggested that the Trustees take a look at the Town of Kinderhook’s law and that the Board should undertake further discussion at the next meeting of the Board of Trustees.*
- Food Trucks codes committee – status update / check in: *Tabled until such time as Trustee M. Spock is in attendance.*

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

Executive Session: *None*

Adjournment: *So moved by J. Boehme, seconded by K. Schassler. Approved by all at 7:47 pm*

Next regular meeting: January 9, 2023 7:00 pm

(rev. 01/03/2023)