

Board of Trustees
April 8, 2024
6:30pm - Tentative Budget Public Hearing
and
7:00pm - Regular Meeting
MINUTES

Present: *Mayor J. Howe; Members M. Spock, K. Schassler, R. O'Mara-Garcia; Village Clerk D. Kelleher; Deputy Clerk S. Davis, Village Treasurer P. DeLong; DPW Working Foreman P. Genovese; CPD Acting Chief J. Alessi; CFD Chief P. Rideout; Village Attorney K. Dow; Village Accountant R. Patterson; A. Didio, J. DiDonato; Not Present: Deputy Mayor P. Minahan, Code Enforcement Officer E. Reis*

Public Hearing for Tentative Budget 2024-2025: *Public Hearing opened by Mayor J. Howe at 6:35 p.m. Mayor J. Howe gave an overview of the workshops which were held with all Department Heads. There were no comments from the public. Public Hearing at 7 p.m. by Mayor J. Howe.*

Call to Order (Regular Meeting): *By Mayor J. Howe at 7:00 p.m.*

First Public Comment (limited to 15 minutes):

Departments and Committees Reports:

- **Building Department:** Building Inspector, Erin Reis. *Report read by D. Kelleher.*
- **Police Department:** Acting Chief J. Alessi; Police Commissioner Pete Minahan. *Report read by Acting Chief J. Alessi.*
- **Fire Department:** Chief P. Rideout; Fire Commissioner Melony Spock. *Report read by Chief P. Rideout.*
- **DPW:** Foreman P. Genovese; Wastewater/Water Commissioner Ralph O'Mara-Garcia; Streets & Snow Removal Commissioner Karyn Schassler. *Report read by DPW Working Foreman P. Genovese.*

Approve Minutes: *March 11, 2024. Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Approve Budget to Actuals: March 2024. *Motion to approve made by R. O'Mara-Garcia, seconded by K. Schassler, approved by all.*

NEW BUSINESS:

Resolution 49 of 2024- To Adopt the **2024/2025 Budget** (updated 4.4.24) as presented. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Resolution 50 of 2024 – To authorize the CFD purchase of a used **2015 Chevrolet Tahoe Command Vehicle Unit**, VIN#1GNSK3EC4FR527669, in the amount of **\$30,000** from the Tappan Fire District. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Resolution 51 of 2024 – To **Amend the 2023-24 Budget** to Increase the Appropriation for the purchase of an **up-fitted used command vehicle**

WHEREAS, due to availability and being the only local vehicle of its like; and **WHEREAS**, pursuant to Village Law section 5-520, appropriation of the necessary funds may be made by transferring available funds from the unappropriated fund balance if the general fund and such unappropriated fund balance contains sufficient funds for such appropriation and transfer; **NOW, THEREFORE BE IT RESOLVED**, that the 2023-24 Village of Chatham General Fund budget is hereby amended and modified as follows:

- Assigned Appropriated Fund Balance revenue line 914 is increased by thirty thousand dollars (\$30,000.00).
- Appropriation to expense line 34102.01 (Fire Equipment) is increased by thirty thousand dollars (\$30,000.00).
- The unappropriated unreserved fund balance is reduced by thirty thousand dollars (\$30,000.00).
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Motion to approve made by R. O'Mara-Garcia, seconded by M. Spock, approved by all.

Resolution 52 of 2024 - To authorize the Clerk's office to purchase a **Quadiant DS-64i folder-inserter** for a one-time amount of **\$8,427.25** (NYS Contract pricing), and enter into an annual maintenance plan in the recurring amount of **\$1,884**, for a total this year of **\$10,311.25**, according to the estimate provided by Repeat Business on 4/1/24. *Motion to approve made by K. Schassler, seconded by M. Spock, approved by all.*

Resolution 53 of 2024 – To Amend the 2023-24 Budget to Increase the Appropriation for the purchase of a folding machine

WHEREAS, due to the available machine being state bid pricing and the current machine not working properly; and

WHEREAS, pursuant to Village Law section 5-520, appropriation of the necessary funds may be made by transferring available funds from the unappropriated fund balance if the general fund and such unappropriated fund balance contains sufficient funds for such appropriation and transfer;

NOW, THEREFORE BE IT RESOLVED, that the 2023-24 Village of Chatham General Fund budget is hereby amended and modified as follows:

- Assigned Appropriated Fund Balance revenue line 914 is increased by ten thousand three hundred eleven dollars and twenty-five cents (**\$10,311.25**)
- Appropriation to expense line 14102.01 (Clerk Equipment) is increased by ten thousand three hundred eleven dollars and twenty-five cents (**\$10,311.25**)
- The unappropriated unreserved fund balance is reduced by ten thousand
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.

Resolution 54 of 2024 - To approve the use of funds in the **Hudson and Houseman Avenue Water Main Reserve Fund** in the amount of **\$33,640.67** to cover invoices for purchases made from January to March 2024, which were applied to the Village Budget line 83402 (Transmission Equipment), and reflected as item "E" on the March Budget to Actual report. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Resolution 55 of 2024 – To authorize the Mayor to sign an agreement between the Village of Chatham and the Town of Chatham for the **Chatham Police Department to provide the Town with police services:**

**AGREEMENT FOR
POLICE SERVICES**

THIS AGREEMENT, made the ____ day of _____, 2024, by and between

THE VILLAGE OF CHATHAM, a municipal corporation organized under the laws of the State of New York, with offices located at 77 Main St, Chatham, New York 12037, hereinafter referred to as the "Village", party of the first part; and

THE TOWN OF CHATHAM, a municipal corporation organized under the laws of the State of New York with offices in 488 NYS Route 295, Chatham, New York 12037, hereinafter referred to as the "Town", party of the second part.

WITNESSETH

WHEREAS, the "Town" has determined that a need exists for a more consistent police presence in order to meet its general obligation to protect the safety, well-being, and property of the inhabitants and visitors within its geographical boundary, and;

WHEREAS, each party hereto may provide police protection as a governmental function, and;

WHEREAS, The Village of Chatham Board has authorized the Chief, at his discretion and upon execution of a contract, to provide police protection to the Town of Chatham so long as the Village is reimbursed for 100% of the Village's cost for such service, and;

WHEREAS, the Town desires law enforcement services meaning a more constant and consistent presence of sworn Chatham Police personnel in the Town for the purpose of enforcing the NYS Penal Law, NYS Vehicle and Traffic Law, local laws, and insuring a higher quality of life.

NOW, THEREFORE, in consideration of the mutual promise contained herein, the parties agree as follows:

1. The Chief of Police of Chatham Police Department will provide the Town with police services as described above. The police protections will minimally consist of a patrol car with one or more officers patrolling the Town and/ or providing stationary service such as, for example, vehicle and traffic law enforcement.
2. The Town Supervisor and Chief shall meet from time to time, on reasonable notice to discuss the number of days, times, and hours of patrol needed to meet the needs of the Town. This understanding shall be initialed and dated by each party and attached as Schedule "A" to this agreement. The Town shall pay the actual hourly rate of the officer assigned, including overtime if applicable, any additional costs of liability insurance, and a fee of 67 cents (\$.67) per mile of patrolling. For police protection, the Town will be charged a minimum of four (4) hours. In the event that the cost of providing these services increases, the Chief may unilaterally increase fees upon ten (10) days notice.
3. The Chief will consider the Supervisors opinions regarding policing in the Town, but the Chief shall have sole discretion on the manner in which the services are provided taking into account his professional opinion, best practices, and the implication of any collective bargaining agreement.
4. The Village shall also provide the local justice court security during regularly, scheduled, sessions. The Village shall be paid the actual hourly wages of the assigned officers, mileage to and from court, and any added costs for liability insurance. For justice court security, the Town will be charged a minimum of three (3) hours.
5. Should an Emergency arise, at the sole discretion of the Chief, the patrols may be reassigned to another area but shall return as soon as practicable. The Town will not be responsible to make payment for the time the officer or officers are away on an emergency call.
6. The Village currently maintains liability insurance, automobile insurance, and workers' compensation insurance. Likewise, the Town shall have liability insurance covering the activities contemplated under this

agreement, and the underwriters shall have no rights of recovery or subrogation against the Village of Chatham. Further, the Town shall hold harmless and indemnify the Village, the Chief, and the Officers for any claims or torts arising out of the performance of this agreement.

7. The Town shall make payment on a monthly basis. The Village shall submit the request for payment in the form required by the Town. The Village may terminate services immediately upon the Town's failure to remit payment.
8. The agreement between the parties shall commence on May 1, 2024 and either party may cancel this agreement by giving the other party thirty (30) days' written notice either by personal service, or certified mail, return receipt requested. The contract terminates on April 30, 2025.

IN WITNESS WHEREOF, the Village of Chatham and the Town of Chatham have executed this Agreement as of the date(s) written below.

By: _____
John Howe, Village of Chatham Mayor

Date: _____

By: _____
Joe Alessi, Chatham Police Chief

Date: _____

By: _____
Donal Collins, Chatham Town Supervisor

Date: _____

Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.

Resolution 56 of 2024 – To approve the CFD General Convention appointments of **Chief Paul Rideout**; 1st Assistant Chief **Eric Barnes**; and 2nd Assistant Chief **Andrew Silver**. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Resolution 57 of 2024 – To approve and welcome **John Wallin**, who was voted into the **Ocean Fire Company #1** on April 2nd, as the newest member of the **Chatham Fire Department**. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Resolution 58 of 2024 – To accept and approve the estimate for painting a portion of the interior of the Tracy Memorial building, in the amount of **\$11,420**, as specified on the estimate submitted by **Bryan Haefner** dated 03/17/24. *Motion to approve made by K. Schassler, seconded by M. Spock, approved by all.*

Resolution 59 of 2024 – To authorize **CABA** to hold the annual **Summerfest** celebration on **Saturday, July 13, 2024, from 11:00am to 4:00pm**. *Motion to approve made by M. Spock, seconded by R. O’Mara-Garcia, approved by all.*

Resolution 60 of 2024 – To authorize CABA to use the **Main Street Municipal Lot** on Saturday, July 13, 2024 from 11:00am – 9:00pm; and **Depot Square** from 11:00am – 4:00pm, for the Summerfest Festival. *Motion to approve made by M. Spock, seconded by R. O’Mara-Garcia, approved by all.*

Resolution 61 of 2024 - To approve the temporary suspension of the **local Open Container Law** on Saturday, **July 13, 2024 from 11am – 4pm**, on Park Row, on Main Street (from the traffic circle to the Railroad tracks), and Hudson Avenue (from the Railroad Tracks to 33 Hudson Avenue (Lea’s Clothing Store)); and **from 4:00pm - 9:00pm in the Main Street Municipal Lot**, for Summerfest. *Motion to approve made by R. O’Mara-Garcia, seconded by M. Spock, approved by all.*

Resolution 62 of 2024 – To approve the **closure of Main Street** for thru traffic and parking from the traffic circle to the clock tower, for Summerfest on Saturday, July 13, 2024, from 7:00am to 5:00pm. *Motion to approve made by M. Spock, seconded by R. O’Mara-Garcia, approved by all.*

Resolution 63 of 2024 - To approve the **closure of Park Row** for thru traffic and parking from the entrance of Depot Square (Herrington’s) to Kinderhook Street, for Summerfest on Saturday, July 13, 2024, from **7:00am to 5:00pm**. *Motion to approve made by M. Spock, seconded by R. O’Mara-Garcia, approved by all.*

Resolution 64 of 2024 – To approve the **suspension of all parking on Hudson Avenue** from the Railroad tracks to 33 Hudson Avenue (Lea’s Clothing Store), for Summerfest on Saturday, July 8, 2024, from **7:00am to 5:00pm**. *Motion to approve made by M. Spock, seconded by R. O’Mara-Garcia, approved by all.*

Resolution 65 of 2024 – To authorize the **DPW to install** on the Village streetlight poles at the beginning of June, **Summerfest 2024 Banners** announcing the upcoming Festival. *Motion to approve made by M. Spock, seconded by K. Schassler, approved by all.*

Items for discussion or mention:

- a. **Special Meeting Date: April 24, 2024; 5pm – Tax Warrant and Budget approval** (note: unpaid sewer portion of bills are relieved onto Village property taxes after April 16, 2024). *The Board agreed to set the Special Meeting Date Time to April 24, 2024 at 5 p.m.*
- b. **Letter from resident – George Ranalli, 157 Hudson Ave, water/sewer account #46-0.** *Letter attached. Mayor J. Howe read George Ranalli letter aloud. General discussion regarding the history of the water issue at this location and the possibility of a leak having occurred.*
- c. **Email from resident – DiDonato, 70 Center St, State Route 66 condition:** *E-mail attached. J. DiDonato raised concerns regarding the disintegration of the asphalt in front of his home. Mayor J. Howe stated that the work being done by the NYSDOT (who maintain the street in front of J. DiDonato’s home) was not adequate and that he was confused as to why the DOT continued to do the same thing over and over even though it fails over and over. Mayor J. Howe stated that he would write a letter to the DOT and cc the Village’s Assemblyman regarding the issue.*

Second Public Comment Period (limited to 15 minutes): *Village resident voiced her concern over 5G technology and distributed materials to the Board which were then given to the Village Clerk. Mayor J. Howe stated that after she and others had raised their concerns regarding 5G at previous meetings, he had researched several scientific studies conducted by, among others, the World Health Organization and the American Cancer Society which showed no definitive adverse effects from 5G.*

He stated that the Board would review the provided materials and take her concerns under advisement. A. Didio had questions regarding the 2 hour parking limit on Railroad Avenue.

Executive Session: For discussion of potential, proposed, pending or current litigation. *Motion to enter in to Executive Session made by M. Spock, seconded by R. O'Mara-Garcia, approved by all at 7:50 p.m.*

Motion to exit Executive Session made by M. Spock, seconded by K. Schassler, approved by all at 8:35 p.m.

Adjournment: *Motion to adjourn made by M. Spock, seconded by K. Schassler, approved by all at 8:35 p.m.*

Next regular meeting: May 13, 2024; 7:00 p.m.

Special Meeting for Tax Warrant: April 24, 2024; 5 p.m.

Meeting Place: Tracy Memorial Village Hall, 77 Main Street, Chatham, NY 12037

Respectfully submitted,
Sam Davis Jr., Deputy Clerk

(Rev. 4.30.24)

VILLAGE OF CHATHAM, NEW YORK
TRACY MEMORIAL VILLAGE HALL
77 Main Street, Chatham, NY 12037