

Board of Trustees
May 13, 2024; 7:00pm
AGENDA

Call to Order (Regular Meeting):

First Public Comment (limited to 15 minutes):

Department Reports:

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

Approve Minutes: April 8, 2024 Organizational Meeting,

Approve Minutes: April 8, 2024 Regular Meeting,

Approve Minutes: April 24, 2024 Special Meeting Tax Warrant Approval,

Approve Budget to Actuals: April 2024

NEW BUSINESS:

Resolution 67 of 2024- To authorize the **Chatham Post 42 American Legion** to conduct the annual **Memorial Day** observances in the Village on Monday, May 27, 2024.

Resolution 68 of 2024 – To approve and accept **Robert Patterson Accounting Services** proposal dated [May 11, 2024](#), in the total amount of **\$19,800**, to be invoiced in increments of \$1,650 for 12 months, for the period **June 1, 2024-May 31, 2025**.

Resolution 69 of 2024 - To authorize the Mayor to sign the **Summerfest** event **Hold Harmless Agreement (HHA)**, dated April 10, 2024, between the Village of Chatham and **CABA**.

Resolution 70 of 2024 – To authorize the Mayor to sign a **letter of support** for the Columbia County **Agricultural Society, Inc.** to hold the **Columbia County Fair** from **12:00pm, noon on Wednesday, August 28, 2024 through Labor Day, Monday, September 2, 2024**.

Resolution 71 of 2024 - To authorize the Columbia County **Agricultural Society** to **utilize the grass** along Hudson Avenue for the parking of vehicles during the **Columbia County Fair 2024**.

Resolution 72 of 2024 – To authorize the Columbia County **Agricultural Society** to conduct the annual **Firefighter's Parade on Saturday, August 31, 2024**.

Resolution 73 of 2024 – To authorize the **Chatham Central School District** to hold the **2024 Graduation Parade** in the Village, at **approximately 8pm**, immediately following the graduation ceremony on **Wednesday, June 26, 2024**.

Resolution 74 of 2024 – To approve the January 5, 2024 request by **Chatham Rural Cemetery Association, Inc.** for **\$3000** financial support, and utilize budget line **(88104) Rural Cemetery**, of the FY 2024-2025 Budget.

Resolution 75 of 2024 – To authorize a one-time **sewer relief** in the amount of **\$335.72** for **Grace Anderson at 166 Hudson Avenue**.

Resolution 76 of 2024 – To approve the sewer relief request made by **Loring McAlpin** for **50 Center Street**, account # 3331-0, to **NOT be billed for SEWER** as the existing house was removed in 2018, and currently the **water is used only for a large outdoor garden area**, and there is not a bathroom or sink in the remaining garage.

Resolution 77 of 2024 – To authorize the **Columbia County Volunteer Firefighter Association (CCVFA)** to route the Volunteers Firefighter’s Convention **Parade through the Village on Saturday, July 25, 2026**, per the April 18, 2024 written request made by Timothy Trowbridge, Chairperson, CCVFA Board of Directors/President 2025-2026.

Resolution 78 of 2024 – To authorize the promotion of Officer **Joseph Favorito** to **Sergeant**, at a Union contract rate of **\$27.54/hr**, effective **May 13, 2024**.

Resolution 79 of 2024 – To approve the purchase of **lockers** for the **police department** in the amount of **\$4,466.42**, per quote # LK-690307-1 from **Salsbury Industries**, dated 04/26/2024.

Budget Amendments:

Resolution 80 of 2024 - To Amend the FY 2023-2024 Budget to Reflect an increase in the **medical benefits** line.

WHEREAS, due to unanticipated higher than anticipated increases in healthcare costs, increase in HRA claims and new employees taking coverage,

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 FY 2023-2024 Village of Chatham General Fund budget is hereby amended and modified as follows:

- Revenue line 914 (Assigned Appropriated Fund Balance) is increased by seventeen thousand two hundred dollars (**\$17,200.00**)
- Appropriation to expense line 90608 (Medical Benefits) is increased by seventeen thousand two hundred dollars (**\$17,200.00**)
- Budget line 917.01 (unappropriated unreserved fund balance) is reduced by seventeen thousand two hundred dollars (**\$17,200.00**)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Resolution 81 of 2024 - To Amend the FY 2023-2024 Budget to Reflect an increase in the **street lighting line**.

WHEREAS, due to the unanticipated cost of the installation of energy efficient street lighting,
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 FY 2023-2024 Village of Chatham General Fund budget is hereby amended and modified as follows:

- Revenue line 914 (Assigned Appropriated Fund Balance) is increased by eight thousand three hundred and forty dollars **(\$8,340.00)**
- Appropriation to expense line 51824 (Street Lighting) is increased by eight thousand three hundred and forty dollars (\$8,340.00)
- Budget line 917.01 (unappropriated unreserved fund balance) is reduced by eight thousand three hundred and forty dollars (\$8,340.00)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Resolution 82 of 2024 - To Amend the FY 2023-2024 Budget to reflect an increase in the **water fund social security line**.

WHEREAS, due to the line not being budgeted in the fiscal year,
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 FY 2023-2024 Village of Chatham Water Fund budget is hereby amended and modified as follows:

- Revenue line (Assigned Appropriated Fund Balance) is increased by ten thousand **(\$10,000.00)**
- Appropriation to expense line 90308.12 (Social Security) is increased by ten thousand (\$10,000.00)
- Budget line 917.12 (unappropriated unreserved fund balance) is reduced by ten thousand (\$10,000.00)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Resolution 83 of 2024 - To Amend the FY 2023-2024 Budget to reflect an increase in the **sewer fund social security line**.

WHEREAS, due to the line not being budgeted in the fiscal year,
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 FY 2023-2024 Village of Chatham Sewer Fund budget is hereby amended and modified as follows:

- Revenue line (Assigned Appropriated Fund Balance) is increased by seven thousand **(\$7,000.00)**
- Appropriation to expense line 90308.13 (Social Security) is increased by seven thousand (\$7,000.00)
- Budget line 917.13 (unappropriated unreserved fund balance) is reduced by seven thousand (\$7,000.00)
- All necessary sums and totals of budgeted appropriations and revenues shall be adjusted accordingly.

Use of Reserve Funds:

Resolution 84 of 2024 - To approve the use of funds in the **Hudson and Houseman Avenue Water Main Reserve Fund** in the amount of **\$33,989.54** to cover invoices for **services and purchases** made in March, **April, and May** which were applied to the Village Budget line 83402 (Transmission Equipment).

Resolution 85 of 2024 - To approve the use of **Wastewater Treatment Plant UV Disinfection Reserve Funds** in the amount of **\$1675.05** to cover **Bid publications** and **Engineering invoice** paid in April and applied to Village to Budget Line 81302 (Treatment Equipment).

Budget Line Transfers:

Resolution 86 of 2024 - to approve the transfer of funds in the amount of **\$2,000** from line 34104.01 Fire Building R&M to **34104.01 Fire Fuel Oil**, due to an increase in the cost of **heating fuel prices**.

Resolution 87 of 2024 - to approve the transfer of funds in the amount of **\$19,273.00** from line 3389.01 State Aid and Public Safety to **31201.01 Police Salaries**, for the NYS reimbursement of salaries for **special detail patrols**.

Resolution 88 of 2024 - to approve the transfer of funds in the amount of **\$14,577.00** from line 32260.01 Police Services to **31201.01 Police Salaries**, for reimbursement of salaries for police salaries paid for **Fair and Court coverage**.

Resolution 89 of 2024 - to approve the transfer of funds in the amount of **\$2,250.00** from line 31204.01 Body Armor Program to **31202.01 Police Equipment**, for purchases of police equipment including **police body armor**.

Resolution 90 of 2024 - to approve the transfer of funds in the amount of **\$3,000.00** from line 31204.01 Police Child Seat Grant to **31202.01 Police Equipment**, for purchases of police equipment including **police body armor**.

Resolution 91 of 2024 - to approve the transfer of funds in the amount of **\$2,100.00** from line 31204.01 Police Telephone/Internet to **31204.01 Police Training/Education**, due to **training of new hires and mandatory increased training for the department**.

Resolution 92 of 2024 - to approve the transfer of funds in the amount of **\$500.00** from line 31204.01 Police Heating Fuel to **31204.01 Police Supplies and Materials**, due to increased **supplies for the department**.

Resolution 93 of 2024 - to approve the transfer of funds in the amount of **\$500.00** from line 31204.01 Police Vehicle Maintenance to **31204.01 Police Clothing Allowance**, due to contract changes to the **payable allowance**.

Resolution 94 of 2024 - to approve the transfer of funds in the amount of **\$5,000.00** from line 51422.01 Snow Removal Equipment **and** the amount of **\$500.00** from line 51424.01 Snow Removal Motor Fuel for a total of **\$5,500** to **51424.01 Snow Removal Contractual**, due to **increased prices in salt**.

Resolution 95 of 2024 - to approve the transfer of funds in the amount of **\$5,000.00** from line 83204.12 Source Power Electric to **83404.12 Transmission Equipment**, due to costs associated with the purchase of the **iHydrant**.

Resolution 96 of 2024 - to approve the transfer of funds in the amount of **\$3,300.50** from line 83204.12 Source Power Electric to **97387.12 EFC Reservoir Interest**, due to the incorrect reading of the **bond spreadsheet**.

Resolution 97 of 2024 - to approve the transfer of funds in the amount of **\$3,450** from line 81304.13 Treatment Contractual to **97366.13 EFC Principal**, due to the incorrect reading of the **bond spreadsheet**.

Encumbrances:

Resolution 98 of 2024 - to approve the **encumbrance** of funds in the amount of **\$1,237.95** from the General Fund expenditure line **31204.01 Police Training/Education for ammo**.

Resolution 99 of 2024 - to approve the **encumbrance** of funds in the amount of **\$4,465.65** from the General Fund expenditure line **31202.01 Police Equipment for radios, battery, antenna and replacement taser**.

Resolution 100 of 2024 - to approve the **encumbrance** of funds in the amount of **\$451.19** from the General Fund expenditure line **31204.01 Police Maintenance for crosswalk sign replacement**.

Resolution 101 of 2024 - to approve the **encumbrance** of funds in the amount of **\$11,420.00** from the General Fund expenditure line **(16204) Buildings CE R&M for interior painting at the Tracy Memorial Village Hall Building**.

Resolution 102 of 2024 - to approve the **encumbrance** of funds in the amount of **\$4,466.42** from the General Fund expenditure line **(31202) Police Equipment for the purchase of lockers for the CPD**.

Resolution 103 of 2024 – To approve and accept the lowest bid which meets specifications submitted on May 8, 2024 by **County Waste** in the total amount of **\$265,568 for a 2-year period, July 1, 2024 – June 30, 2026; the first year amount of \$130,500, the second year amount of \$135,068**.

Resolution 104 of 2024 - To authorize the Mayor to sign a **2-year agreement with County Waste** in the amount of **\$265,568 Residential Refuse Collection and Disposal for the Village of Chatham for the period of July 1, 2024 – June 30, 2026**.

Resolution 105 of 2024 – To authorize the DPW to Mill and Pave both Jones Avenue and Maiden Lane for a total amount **\$66,000, per A. Colarusso quote dated April 4, 2024 (OGS # PC69976)**.

--Introduction of Proposed Local Law of 2024:

Pending draft from K. Dow "Use of Tobacco on/in Village owned property".
(Set public hearing for June 10, 2024; 6:45pm)

Items for discussion or mention:

- a. FYI: Next KISS Program dates 6/17/24-6/28/24. (Refer to attached Shredding guidelines).
- b. LaBella – 2nd Water Source
- c.

Second Public Comment Period (limited to 15 minutes):

Executive Session: For discussion of potential, proposed, pending or current litigation.

Adjournment:

Next regular meeting: June 10, 2024; 7:00pm,

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

Rev. 05.13.24 (3:10pm)