

Board of Trustees
November 26, 2018
6:30 p.m.
AGENDA

Call to Order

Correspondence:

Comments from the public

Public Hearings: **to be held at 7:00 p.m. or as soon thereafter as can be heard:**

Proposed Local Law No. 13 of 2018 – amend Vehicle and Traffic Regulations (Section 270-14- parking reserved in designated locations) – clarify in Village Code the following: Police Department, Village Official and Fire Department parking regulations – change in language only – no change in existing regulations

SEQRA REVIEW – Doubleday Field Improvement Project

Review of Minutes: October 22, 2018 – Regular meeting
 October 31, 2018 – Special Meeting

Zoning Official Report (attached)

Permits:

1. Catskill Area Hospice – Tree Lighting – front lawn and library hallway

Public Safety Committee:

Police Committee (no meeting this month)

Fire Committee (no meeting this month)

Other Committee Reports:

Doubleday Advisory Committee (committee minutes attached)

1. Review Parts 2 & 3 of SEQRA for Doubleday Field Improvement Project
2. Review Resolution – Negative Declaration
3. Approve demolition of 3rd base bleachers

Streets Committee (committee report attached)

Buildings Committee (committee report attached)

Treasurer's Report (attached to packets)

Finance and Personnel Committee:

Finance:

1. RBC Wealth Management LOSAP Statement – Oct 2018
2. Sales Tax Report
3. Bank Account reconciliations complete through October, 2018
4. Authorize RFP for Engineering Services for Fire Escape replacement – 22 Main St.

22 Main Capital Project:

1. Transfer from A-1620-480 to 22 Main St Capital Project Account – Second Floor Windows \$115,000

Doubleday:

1. Deed Filing Fee property acquired from Otsego County \$310.00

Personnel:

1. OT Analysis – PR# 126 & 127
2. Leave Analysis – Oct 2018
3. Conference and Training Requests :
 - a. Basic Operations Wastewater Treatment Plants Course – Jacob Gillette
Feb 25 – March 8, 2019
 - b. Basic Laboratory Procedures for WWTP Course – Jacob Gillette
May 20 – 24, 2019
 - c. Grade 3 Supervisor & Technical Operations – Jacob Gillette
June 24 – 28, 2019

Finance:

Abstracts and Transfers
Large Invoice Report

Administrator's Report:

1. Grants and projects update:
 - a. WWTP Upgrade –EFC has advised they are completing their review and we should have an acceptance as early as this week. Plans and specifications will need to be reviewed and accepted by both DEC and EFC.
 - b. TEP Project – Lamppost bases are being installed, project schedule is to pour sidewalks week after Thanksgiving
 - i. Reimbursement No 9 sent to DOT - \$75,987.99
 - ii. BAN/Bond Process for TEP – discussion to proceed to sale or approach local institution(s)
 - c. Grove Street Culvert Project – Delaware advises this is on hold until progress begins on WWTP Update
 - d. Doubleday Project
 - i. HPARB approved demolition, Trustees will need to approve
 - ii. Complete SEQRA review at Trustees
 - iii. Plans and specifications will need to be reviewed by ESD
 - iv. ESD provided Grant Disbursement Agreement for the Doubleday Planning Grant and I will be returning the documentation required to receive payment.
 - v. Submitting demolition plans for 3rd base bleachers for ESD review

- e. EV Chargers – Final report was submitted to DEC and acknowledge as received
– I will be submitting for reimbursement which would be \$15,187.81
- 2. Police – Probationary Appointment of Vincent Cavalieri to Police Officer (full-time) from Otsego County Civil Service eligible list
- 3. Annual Fiscal Year End Audit – Preliminary internal control interviews occurred with staff last week, field work for Audit is anticipated to be conducted first week in December.
- 4. NYCOM Public Works Conference Report – Village DPW Superintendent – attached
- 5. Cancer Benefit Program for Volunteer Firefighters – See information from Rose & Kiernan regarding two options available
 - a. Action Item – Recommend 2nd option Hartford/PERMA/Willis Combination \$156 per firefighter per year – option recommended by NYCOM, NYMIR, FASNY
- 6. Request to attend two-day workshop by Village Administrator – “Effective Workplace Investigations” – held at Farmers’ Museum – total cost \$135.00
- 7. Sent adopted legislation to General Code to be included in codification

Watershed Supervisory Committee (meetings will resume in the spring)

Economic Development and Sustainability Committee (committee minutes attached)

Board Reports:

Parks Board (minutes attached)

Water and Sewer Board (minutes attached)

New Business:

Upcoming Meetings:

Next Regular Board of Trustee meeting – December 20, 2018 at 6:30 p.m.