

Board of Trustees
December 20, 2018
6:30 p.m.
AGENDA

Call to Order

Correspondence:

Comments from the public

Public Hearings: **none**

Review of Minutes: November 26, 2018 – Regular meeting

Zoning Official Report (attached)

1. Special Use Permit Application – T-Mobile – roof top wireless communication antennas – 103 Main Street

Permits:

1. Amendment to Winter Carnival Permit – ice sculptures

Public Safety Committee:

Police Committee (no meeting this month)

Fire Committee

Other Committee Reports:

Doubleday Advisory Committee (no meeting this month)

Streets Committee (committee report attached)

Buildings Committee (committee report attached)

1. 5 year plan attached for review

Treasurer's Report (attached to packets)

Finance and Personnel Committee:

Finance:

1. RBC Wealth Management LOSAP Statement – Nov 2018
2. Sales Tax Report
3. Bank reconciliations complete for all accounts through November, 2018

Streets:

1. Clean Energy Projects Streets – Authorize “no risk” audit of electricity by NYCOM recommended firm – See Attached
2. Review 5 Year plan for street repair – included in Streets Committee report
3. Authorize the following items to be declared surplus and be sold by Auctions International:
Durango vehicle, small sander, sprayer, pole saw, and concrete saw.

Capital Projects:

1. TEP Project - PAY App #2 - \$96,154.27

Water:

1. Reduction of Sewer amount on Christina Moglia’s water/sewer bill 8/1/2018 due to leaking pipe going through wall to crawl space. See attached.

Personnel:

1. OT Analysis – PR # 128 & 129
2. Leave Analysis – NOV 2018

Finance:

Abstracts and Transfers
Invoice Reports

Administrator’s Report:

1. Grants and projects update:
 - a. WWTP Upgrade –conference call with EFC, DEC, bond counsel occurred on Dec 3 – revised SEQR needed to be conducted amendments to the project exceeded the scope of the first SEQR. Approval was given for a shortened time frame, Trustee review of Parts 2 and 3 at Dec. 20 meeting. Approval of the amended engineering report is pending subject to SEQR completion, once approved additional closing for 9.1 million needs to occur EFC and DEC reviewing plans and specifications
 - b. TEP Project – Winter closedown has occurred
 - i. Reimbursement No 10 will be sent to DOT following payment of current invoice (\$96,154.27) and acknowledgement of payment - \$76,923.41
 - ii. BAN/Bond Process for TEP – in process with Bank of Cooperstown
 - c. Grove Street Culvert Project – Delaware once again working on this. Meeting will be scheduled to discuss status
 - d. Doubleday Project
 - i. Plans and specifications for 3rd base bleacher demolition sent by Delaware were forwarded to ESD in late November, they have replied back with revisions on Friday, which were then forwarded to Delaware to be made
 - ii. BAN Process needs to begin – Munistat contacted
 - e. Wi-Fi Hot Spot – review coordination of Village/Midtel ESD incentive proposal, Otsego Now Dormitory Authority Grant
2. Boat Wash – this is the last year of the DEC grant for reimbursement to the Village for the up to \$15.00 an hour salary – Ellen, myself, Paul Lord, Sarah Coney and Leslie Orzetti met on November 30 – Leslie will be looking into a couple of grant possibilities to continue outside funding for this program.

- a. Action item – Authorize Mayor to sign letter of support for OCCA grant – draft language attached
3. Annual Fiscal Year End Audit – Field work was conducted Dec 3 – 6. Awaiting draft report from auditors for fiscal year end 2018.
4. Budget sheets for 2019-2020 fiscal year will be out to departments by end of December

Watershed Supervisory Committee (meetings will resume in the spring)

Economic Development and Sustainability Committee

Board Reports:

Parks Board (no meeting this month)

Water and Sewer Board (minutes attached)

1. Review Parts 2 and 3 of WWTP Upgrade Project – revised SEQR

New Business:

Upcoming Meetings:

Next Regular Board of Trustee meeting – January 28, 2018 at 6:30 p.m.