**VILLAGE OF COXSACKIE**

**BOARD MINUTES**

**December 12, 2016**

Mayor Evans called the Board Meeting to order at 7:00 p.m. Present were Trustee Stephen Hanse, Trustee Joseph Ellis, Trustee Dianne Ringwald and Trustee Paul Sutton.

A motion to approve the minutes from the November 14, 2016 CDBG Sanitary Sewer Replacement Project #293PR40-13 Public Hearing and dispense with reading of the same was made by Trustee Hanse and seconded by Trustee Sutton. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the minutes from the November 14, 2016 Board Meeting and dispense with reading of the same was made by Trustee Hanse and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

**Correspondence Received**A letter received from NYCOM regarding recent issues relative to municipalities.

A letter received from Tara McSherry requesting to have late fees removed from her water/sewer account, due to her son forgetting to drop off the payment.

A letter received from Paula Hammerer requesting to have late fees removed from her water/sewer account, due to her bill and payment getting lost in her car.

A letter received from Empire State Development regarding a public hearing to be held on December 14, 2016 at 1:00 p.m. at the Coxsackie Town Hall regarding the State Telephone Company Broadband Capital Project.

**Correspondence Sent**

A letter sent to Scott Sitcer thanking him for his time serving on the Planning Board.

**Liaisons & Board Reports**

Trustee Ringwald reported that the men at the Highway Department have been busy with picking up leaves and brush. They had some water and sewer issues to repair which took up a lot of their time. Also, they started the food pantry project. Trustee Ringwald said that the men put Christmas by the River signs out and cold patched the road on School Street by Matt’s Cycle Center. They picked up two Christmas trees at Veeder Tree Farm and set them up at the gazebo and Reed Street and installed lights. They also put out firewood in Riverside Park for a campfire during the Christmas by the River. The men rebuilt the top of the leaf box and replaced the screen tarp. They also replaced a headlight on one of the trucks. Trustee Ringwald said that the men wrapped the Village building columns with garland and cut out an opening in the wall for the food pantry entrance door. There was a storm sewer repair at 212-214 Railroad Avenue where they found a collapsed 15” pipe directly below a 4” gas main that was installed this past spring. There was a water break at 105 Ely Street, a sewer problem at 10 Lawrence Avenue, and a curb valve repair at 39 Noble Street. There was also a water break at 51 Warren Avenue in the Town. The men also lowered the valve cover extension at the Van Dyck Street and Lafayette Avenue triangle.

Trustee Sutton reported that the Lamella effluent has much improved at the Water Department. The flow control valve at the plant is going to need to be replaced, and they had some emergency repair work done to the filter feed manifold. He said that there were two new radio read meters installed at the school. The Midway reservoir is still low but conditions are improving. He said that the Water Department is working on the control valve piping replacement, and are currently waiting on Flach to continue. He said that the generator that was ordered should be on site within the next two weeks. Trustee Sutton reported that the Wastewater Department received and installed new outfall signs, and worked with DPW to resolve a sewer problem on Lawrence Avenue. The men have been clearing brush along the fence line at the plant. Lou Betke established a NETDMR account since in the new year they will have to file their daily monitoring reports electronically. The plant is operating well with a 94% removal rate. He said that Lou Betke will be having surgery on January 4th and will be out for 2 weeks. Trustee Sutton reported that the Fire Department has had a relatively quiet month. The Parade of Lights went over very well and there was a great turnout of both participants and spectators. A new power inverter has been installed in one of the cars, and when the vehicle is due for inspection tires may need to be purchased. He said that all trucks are in good shape and are ready for winter.

Trustee Ellis reported that the Police Department will begin working with contractor John Murphy on the evidence room and locker room rehabilitation. The Police Department has conducted and completed their yearly firearms qualification. All members qualified and met NYS DCJS standards for firearms qualification. He said that Officer Evan Taylor has submitted his resignation to the department as of 11/30/16. The Police Department wishes him well in his future endeavors. Chief Sam Mento has been dialoguing with Biometrics regarding a bill they had submitted for payment in the amount of $3,028.32 for the Live Scan system. After advocating for the Village and the services provided, they decided to offer a reduction to $1,514.16 for updates and yearly maintenance which he has accepted. Trustee Ellis stated that Village and Police Department would like to thank Officer Ryan Williams, the NYS Police and Trooper Boehm for all of their assistance and help regarding the burglary in McQuade Park. He said that in light of the personnel changes in the department, Chief Sam Mento is going to begin a review and solicitation for potential new hires and will keep the board advised as he dialogues with State and County Civil Service.

Trustee Hanse reported that the Building Department has issued 14 building permits. He said that the Planning Board has been reviewing two new potential sub-division applications. One is for the corner lot of Church and Ely Streets, and the other for the town house at the corner of Ely and Reed Streets. Both of which involve Aaron Flach. Pat Maxwell also contacted Aaron Flach regarding progress on the Department of Labor approval of the asbestos contractor that Aaron has engaged for the demolition of the old True Value building on Mansion Street. The approval hasn’t been finalized, but Aaron Flach states that the demolition will still be done by December 31, 2016. Trustee Hanse stated that a Public Hearing has been scheduled for January 9, 2017 at 6:45 p.m. on the Village Code revision to Chapter 132-Sub-Divisions. He said that the next Planning Board meeting is scheduled for December 15th.

Mayor Evans reported that the Village’s financials look good at this point in the year. The Water and Sewer funds are doing better than originally anticipated. He said that in January the Village Board will start scheduling budget work sessions and a water/sewer review session as well.

Trustee Ringwald congratulated everyone involved in the Parade of Lights. She said that there were a lot of people involved and thanked the people who took part in the parade. She also thanked Pat Maxwell for her hard work on the Planning Board as well as the Historic Preservation Committee.

Mayor Evans stated that 2016 was a good and strong year. He said that he feels that the Village has accomplished a lot, and he thanked the Village Board members and Village staff for helping make this a productive year.

**Motions & Resolutions**

A motion to approve the contract renewal for 2017 with the Columbia-Greene Humane Society, as the terms and fees remain unchanged from 2016 was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the insurance renewal from Marshall & Sterling for $83,022.67, an increase of $2,324.77 from last year was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the draft Order on Consent received from NYS DEC was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the request received from Tara McSherry of 137 Riverside Avenue to have her late fees of $ 43.46 removed from her water/sewer account was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. Trustee Hanse abstained. The motion carried.

A motion to approve the request received from Paula Hammerer of 93 Mansion Street to have her late fees of $ 37.51 removed from her water/sewer account was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the estimate received from John Murphy in the amount of $ 2,835.00 for completing work in the P.D. locker room, evidence room and hallway was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the Memorandum of Understanding (MOA) with the United Public Service Employees Union regarding Water Plant employee Ken Cymbalisty’s retirement was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve setting up a Public Hearing for the date of January 9, 2017 at 6:30 p.m. for Local Law #2 of 2017-Revising the Chapter of the Village Code Entitled “Community Choice Aggregation Program” was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve setting up a Public Hearing for the date of January 9, 2017 at 6:45 p.m. for Local Law #1 of 2017-To Amend Chapter 132 of the Village Code of the Village of Coxsackie was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve water/sewer adjustments from November 1-30, 2016 was made by Trustee Sutton and seconded by Trustee Hanse. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

A motion to approve the bills on General Fund Abstract #7, vouchers 382-454 totaling $ 171,353.79; Water Fund Abstract #7, vouchers 177-215 totaling $ 66,536.07; Sewer Fund Abstract #7, vouchers 175-211 totaling $ 62,914.10 was made by Trustee Ringwald and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

**Public Comment Period**

No further public comments were offered.

A motion to adjourn the Board meeting was made by Trustee Hanse and seconded by Trustee Ellis. Trustee Hanse voted yes. Trustee Ellis voted yes. Trustee Ringwald voted yes. Trustee Sutton voted yes. The motion carried.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Nikki Bereznak

Clerk