

Village of Coxsackie

Workshop Minutes

March 7, 2024

The Workshop Meeting was called to order by Mayor Mark Evans at 6:00 p.m. Present were Trustee Katlyn Irwin, Trustee Rodney Levine, and Trustee Rebecca Vermilyea. Trustee Donald Daoust was absent.

Department Head Monthly Reports

The following Department heads came in at their respective scheduled times to give their monthly report: Clerk Nikki Berezna, Department of Public Works Superintendent Scott Martell, Fire Chief Shawn Burdick, Police Chief Samuel Mento, Water Superintendent Adelord Preville, and Historic Preservation Commission Chairperson Patricia Maxwell.

The following Department heads were excused: Chief Wastewater Treatment Plant Operator David Varade, Planning Board Chairman Robert Van Valkenburg, Jr., Code Enforcement Officer Michael Ragaini, and Dog Control Officer Sherry Vieta.

All Department head monthly reports are on file with the Village Clerk.

Water Tank

Mayor Evans stated that the Department of Health (DOH) approved the water tank. Bids will go out and be due on March 28th.

McQuade Pavilion

Mayor Evans stated that he spoke with the manufacturer, and the pavilion for McQuade Park will be done and ready to be shipped in a week or two. The Village will make direct payment to them of about \$30,000.00.

Water & Sewer Requests

The Board discussed the request received from Denise Gannon, of 11559 Route 9W-Unit 20, asking for the Board to consider removing the prior balance on her account from a previous owner in the amount of \$346.76, and for penalties to be removed in the amount of \$502.02, from her water/sewer account. After deliberation, it was determined that the Board does not wish to consider removing the prior balance in the amount of \$346.76, but will add the removal of late fees in the amount of \$502.02 as an agenda item for approval at the next Board Meeting on March 11th.

The Board discussed the request received from Kristina Limone, of 37 Lawrence Avenue, asking to waive her late fees in the amount of \$205.42 from her water/sewer account. After deliberation, it was determined that it will be added as an agenda item for approval at the next Board Meeting on March 11th.

Village Complex Paving

Mayor Evans stated that the Village has received a quote in the amount of \$160,000.00 to pave the Village Building complex. The Village can use a combination of American Rescue Plan Act (ARPA) funds and other budgeted funds to pay for this. He stated that he will also approach the

church and State Telephone about contributing towards the project since they use the parking lot also.

Investment Policy

Mayor Evans stated that the Village Board needs to work on the draft Investment Policy. This will be tabled for further discussion in the future, about what figures should be plugged in.

Pro-Housing Community

Mayor Evans stated that the Village Board could consider sending a letter to become a Pro-Housing Community. The New York Conference of Mayors (NYCOM) is saying that it will open funding sources down the road. This has been tabled for further discussion in the future.

Materiality

Mayor Evans stated that the Village Board needs to approve an asset capitalization amount of \$5,000.00 for leases that we enter into. After deliberation, it was determined that it will be added as an agenda item for approval at the next Board Meeting on March 11th.

2024-2025 Budget

Mayor Evans stated that the Village Board needs to set the proposed Budget Work Session dates of March 28th at 6:00 p.m., April 4th at 5:30 p.m., April 8th at 7:15 p.m., and April 18th at 6:00 p.m. The Public Hearings should also be scheduled for April 18th, with the Tax Cap Override Local Law at 5:30 p.m., and the Proposed Tentative Budget at 5:45 p.m. After deliberation, it was determined that it will be added as an agenda item for approval at the next Board Meeting on March 11th.

Organizational Meeting

Mayor Evans stated that the Village Board needs to set the Organizational Meeting date for April 1st at 7:00 p.m. After deliberation, it was determined that it will be added as an agenda item for approval at the next Board Meeting on March 11th.

Fireworks

Mayor Evans asked if the Village Board would like to consider restrictions in light of the fireworks that occurred at the Wire Event Center last month. The Board indicated that they would like to consider some restrictions such as timing, size of shells, and duration. This has been tabled for further discussion in the future.

Water Service Line Inventory

Mayor Evans stated that the inventory survey has been rolled out to the water users explaining that the Village needs to know what type of water line they have. The Village has until the end of 2024 to complete this. The Village will need to come up with a plan to go to the houses that do not respond.

Mr. Ding-A-Ling

Mayor Evans stated that the Village has received a Peddler's Permit application from Mr. Ding-A-Ling to sell ice cream for the 2024 season. A background check has been completed with no issues. After deliberation, it was determined that it will be added as an agenda item for approval

at the next Board Meeting on March 11th.

Historic Commission

Mayor Evans stated that the Village Board needs to discuss approving the recommendation from the Historic Preservation Commission (HPC) to add Chris Fisher as a HPC Member. After deliberation, it was determined that it will be added as an agenda item for approval at the next Board Meeting on March 11th.

A motion to adjourn the meeting was made by Trustee Irwin and seconded by Trustee Levine. Trustee Irwin voted yes. Trustee Levine voted yes. Trustee Vermilyea voted yes. The motion carried.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Nikki Berezna", written in a cursive style.

Nikki Berezna
Clerk