

Village of Coxsackie

Workshop Minutes

May 9, 2024

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

Correspondence Received

Letter from the NYS Department of Health (DOH) regarding the Lead & Copper Rules, and submission requirements due on October 16, 2024.

Letter from the NYS Department of Environmental Conservation (DEC) regarding Whole Effluent Toxicity (WET) testing for the Wastewater Treatment Plant (WWTP), showing no exceedances of toxicity-based action levels, and stating that no additional toxicity testing is required until 2028.

Report from the Coxsackie Food Pantry regarding their first quarter of 2024.

Letter from Greene IDA advising that they will start working on developing guidelines for use of the Community Host Fee, that will be collected as part of the IDA's package with the Champlain Hudson Power Express.

Correspondence Sent

Letter to Senator Hinchey formally requesting that she sponsor and support a Senate bill to authorize the Village of Coxsackie to impose an occupancy fee on hotel rooms and short-term rentals.

Water & Sewer Requests

The Board discussed the request received from Wayne Deyo, of 238 Mansion Street, for relief on his \$1,897.21 water/sewer bill. His meter has checked out ok, but he had a bad hot water heater and replaced it. It appeared to have leaked for some time. After deliberation, it was determined that the Board will offer a 12-month, penalty free, payment plan to pay down his water/sewer account balance in the amount of \$1,897.21 as an agenda item for approval at the next Board Meeting on May 13th.

The Board discussed the request received from Robert Zastrow & Courtney Shepatin, of 424 Bronck Mill Road, for a reduction in their high water bill of \$2,504.63. They feel that their high water usage was due to potential vandalism, but they did not contact the Police. After deliberation, it was determined that the Board will offer a 12-month, penalty free, payment plan to pay down their water/sewer account balance in the amount of \$2,504.63 as an agenda item for approval at the next Board Meeting on May 13th.

The Board discussed the request received from Joan Bess, of 12 Luke Street, asking to be entered into a 12-month, penalty free, payment plan in order to pay off her high water bill of \$929.73. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

The Board discussed the request received from Rebecca & Sean McCarthy, of 27 Wayne Drive,

asking for leniency on their water/sewer bill in the amount of \$361.18. After deliberation, it was determined that the Board will add this request as an agenda item for denial at the next Board Meeting on May 13th.

Teamsters Health Insurance

Mayor Evans stated that the Village has a draft Memorandum of Understanding (MOU) between the Village of Coxsackie and Teamsters Local 294, amending the language in Article XVI- Insurance of the current collective bargaining agreement. The MOU is acceptable to the Village Attorneys for review and approval. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

Paving Bids

Mayor Evans stated that the Village received a bid from Callanan Industries, Inc. in the amount of \$67,750.00 for the paving of 24 Lafayette Extension, and Lafayette Avenue, from the intersection with Prospect Street, to the intersection with Van Dyck Street. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

Mayor Evans stated that the Village received a bid from Callanan Industries, Inc. in the amount of \$99,750.00 for the paving of the Village of Coxsackie complex at 117 Mansion Street, and 119 Mansion Street. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

Grease Traps

Mayor Evans stated that Dave Varade, Chief Wastewater Treatment Plant Operator, has restarted a grease trap inspection program, and has a letter to drop off to all locations with traps, advising them as such.

Appraisal for DPW Property

Mayor Evans stated that he would like to spend up to \$5,000.00 for an appraisal from the list of State approved appraisal companies, when the NY Forward Grant projects are announced, assuming that the DPW Garage Property/Housing Project is part of it.

Sgt. Robertson

Mayor Evans stated that Police Sgt. Paul Robertson plans to take his State Retirement in August or so. In doing so, he would have to resign from the Coxsackie Police Department for one day. Then, the Village could re-hire him the next day. He would then be restricted on how much he could make per year in income.

Draft Portable Storage Units Law

Mayor Evans stated that the Village received a draft Local Law regulating Portable Storage Units from the Village Attorney that needs to be reviewed. After review, it was determined that a Public Hearing will need to be scheduled for this Local Law #2 of 2024, which will be named "Portable Storage Units". After deliberation, it was determined that scheduling a Public Hearing for Local Law #2 of 2024-Portable Storage Units for Monday, June 10, 2024 at 6:45 p.m. will be added as an agenda item for approval at the next Board Meeting on May 13th.

Water Service Line Inventory

Mayor Evans stated that the Water Service Line Inventory has been progressing, but the Village is nowhere close to finished, and only has until October to make the submission to the NYS Department of Health (DOH). He would like to authorize the Water Department personnel to work an adjusted schedule several days a week, working into the evening, to allow them to go to homes and inspect the water lines themselves.

Reed Street Block Parties

Mayor Evans stated that the Village has received a request from Katlyn Irwin, Co-Chair of the Downtown Block Party Committee, to close Reed Street from 5:00 p.m. to 8:00 p.m. on June 14th and September 20th for block parties. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

Luke Street Block Party

Mayor Evans stated that the Village has received a request from Deidre Meier to close Luke Street on July 20th from 3:30 p.m. to 9:00 p.m. for a block party. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

June Work Session

Mayor Evans stated that he will be away for work on the date of the June Work Session, and would like to reschedule. The Board discussed moving the June Work Session date from Thursday, June 6th, to another evening. The Mayor said that he will email the Board Members with some available dates before the Board Meeting on Monday. After deliberation, it was determined that this will be added as an agenda item for approval at the next Board Meeting on May 13th.

Water Tank Project Updating

Mary Beth Bianconi, of Delaware Engineering, stated that she has put together a Water Capital Improvements Budget to review with the Village Board. The issue at hand, is to discuss the increase from the 2018 estimated water tank project costs, to current day costs. Because the current costs came in larger than what was estimated in 2018, the Village does not have enough money budgeted in their capital budget for this expense. The estimated cost for the new storage tank in 2018 was \$2,500,000.00, whereas the cost in 2024 is \$5,596,125.00. The total project cost as increased from \$5,000,000.00 in 2018, to \$7,952,971.00 in 2024. Factoring in the \$3,000,000.00 WIIA grant, this leaves the amount to be financed through a DWSRF Loan as \$4,952,971.00. The 30-year estimated annual loan payment is \$304,071.00. The Board discussed some possible scenarios moving forward with Ms. Bianconi.

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 Scott Bennett, Police Chief Samuel Mento, Planning Board Chairman Robert Van Valkenburg, Jr., Code Enforcement Officer Michael Ragaini, and Historic Preservation Commission Chairperson Patricia Maxwell.

The following Department heads were excused: Water Superintendent Adelord Preville, Chief Wastewater Treatment Plant Operator David Varade, and Dog Control Officer Sherry Vieta.

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

Trustee Daoust thanked the Department of Public Works on behalf of the Heroes Banner Committee, for their assistance in putting up this years' banners on the flagpoles. He also congratulated the recently elected Fire Chief, Scott Bennett, and Assistant Fire Chiefs, Dominic Yannazzone and Stephen Salluce, Jr.

Sewer Rate Analysis

Mary Beth Bianconi, of Delaware Engineering, stated that she has put together a review of the Sewer System Budget to review with the Village Board. In looking at the average month to month wastewater fund account balance, and the needed accumulation of funds for the EFC payment later this year for the new Wastewater Treatment Plant, it is believed that the Village will need to raise the sewer rate. The Board reviewed the provided information, and will revisit this discussion when there is more information provided in June.

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

The meeting was adjourned at 8:58 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Nikki Berezna".

Nikki Berezna
Clerk