

REGULAR MONTHLY BOARD MEETING
TUESDAY, NOVEMBER 12, 2013 (DUE TO VETERAN'S DAY)

PRESENT: Mayor Clarence Speed, Trustees; Barbara Sagal, Douglas Cropper, Matthew Perry, Clerk/Treasurer Kimberly J. Simmons.

MOTION; to approve the minutes of the previous meeting made by Trustee Perry, seconded by Trustee Cropper. ALL AYES, NO NAYS.

MOTION; to approve the treasurer's report was made by Trustee Cropper, seconded by Trustee Perry. ALL AYES, NO NAYS.

MOTION; to approve payment of bills (General, Water, Sewer, Library, Trust & Agency, Summit Lake Abstracts #6, Health Care Deductible Abstract #4, and DPW Garage Abstract #14) was made by Trustee Sagal, seconded by Trustee Perry. ALL AYES, NO NAYS.

PUBLIC REQUESTS:

Richard Howard informed the board that a street light is out just past the bridge on Summit Street making the turn very dark. He also wishes for help with next year's Community Day Celebration. They will be having their next meeting on Monday, January 6th at 7:00 in the Village Hall. Trustee Perry will put the call for help on the Village web site. Anyone wishing to volunteer is asked to attend the meeting. The Philmont Rod and Gun Club has once again approved the use of their facilities for fireworks. Community Day is scheduled to take place on the last Saturday of June (6/28/14) next year.

AT THIS TIME A MOTION to expend \$2,000.00 out of the Celebrations account for the fireworks display for Community Day was made by Trustee Cropper, seconded by Trustee Sagal, ALL AYES, NO NAYS.

ATTORNEYS REPORT: None

CLERK/TREASURER REPORT; Reported that the office will be closed on Thursday and Friday, November 28th & 29th for Thanksgiving. Water termination letters were mailed out to properties still owing their July bills. Termination is scheduled for December 11, 2013. All regular items have been completed (reports, bookkeeping, etc.).

POLICE REPORT; Given by OIC Doyle. A copy of the report is available in the village office for review. He noted that Halloween was quiet and uneventful.

LIBRARY REPORT; Given by Trustee Perry. A copy of the full report is available in the village office for review. He noted that the work on the pavilion continues slowly and the library received a donation of a church pew from Matt and Diane Perry. They are also encouraging people to read books on turkey's so feathers can be added to the naked turkey in the display case. Also that Diane Pewtherer donated a "tub" of Madison handbags to be sold by the Friends of the Library realizing profits of over \$300.00 to date.

COMMUNITY CENTER REPORT; Given by Trustee Cropper. A copy of the full report is available in the office for review. He noted that the NO SMOKING signs were received and will be installed on the grounds. A television and stand were donated to the center by Robin Andrews. The yoga and game nights continue. Halloween decorations were made by the children, a special thank you to the Hawthorne Valley Farm Store for their donation of 15 pumpkins.

MAYORS REPORT; He reported that he attended the Santa Claus Club meeting, answered complaints, judged the Halloween Costumes and attended to all the usual tasks.

TRUSTEE CROPPER; Gave the DPW and Water/Sewer reports, a copy of these reports are available in the office for review. He reported that he attended meetings and finished the DPW contract. He also checked village properties and all is well. He also judged the Halloween Costumes and ordered signs for Railroad Avenue.

TRUSTEE SAGAL; Reported that she attended the BOA meeting to choose the planning firm-Elan Planning from Saratoga Springs was chosen. We are waiting for the contract to come in from the State. She also attended a library meeting and also judged the Halloween Costumes. She also handled a complaint about a water bill in which the tenant had a leak.

TRUSTEE PERRY; Reported that he did some computer work for the library, attended storm water meetings with another one coming up next week. He also did some research on properties that are along the Agawamuck creek. He has been monitoring the library pavilion project and working with the Fire Company. He also judged the Halloween Costumes and will be attending the Fire Fighter I graduation later tonight.

TRUSTEE OSTRANDER; Report was given by Trustee Perry. He reported that he attended the workshop meeting, responded to a graffiti complaint, spoke with the other trustees about the drain problem in the firehouse and has been in contact with Philmont Beautification Inc. regarding the BOA grant. He also met with Monolithic Solar a few times and received estimates and a general overview for having solar panels installed on village properties.

FIRE COMPANY REPORT was submitted by Chief Beaumont and is available in the village office for review. It was noted that they will be having eight members graduating from firefighting 1 training tonight.

CORRESPONDENCE LIST PROVIDED TO THE PUBLIC

MOTIONS AND RESOLUTIONS

MOTION to accept with regret the resignation of Police Recruit Steffen Buck was made by Trustee Perry, seconded by Trustee Sagal. ALL AYES, NO NAYS

MOTION to enforce the water turn off law with termination scheduled for December 11, 2013 for those still owing their July 2013 water/sewer bills was made by Trustee Cropper, seconded by Trustee Sagal. ALL AYES, NO NAYS

MOTION to authorize the mayor to sign the United Public Service Employees Union Contract was made by Trustee Cropper, seconded by Trustee Perry. ALL AYES, NO NAYS.

MOTION to hire Matthew Leonard as a (certified) part-time police officer was made by Trustee Perry, seconded by Trustee Cropper. ALL AYES, NO NAYS

THE FOLLOWING RESOLUTION was made by Trustee Perry and seconded by Trustee Cropper:

BE IT RESOLVED, By the Village of Philmont Board of Trustees that *Records Retention and Disposition Schedule MU-1*, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a. Only those records will be disposed of that are described in *Records and Disposition Schedule MU -1* after they have met the minimum retention periods described therein;
- b. Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

ALL AYES, NO NAYS

NEW BUSINESS/UNFINISHED BUSINESS

The board discussed the Housing Renewal Grant and it was decided that Trustee Perry will meet with Philmont Beautification Inc. before the workshop meeting this month so he can report to the board his findings. It was also decided that Trustee Sagal will meet with Habitat for Humanity to get more information on their programs.

AT THIS TIME A MOTION was made by Trustee Cropper to go into executive session, seconded by Trustee Sagal. ALL AYES, NO NAYS

At this time the board convened to the office to discuss a personnel matter. After discussion a **MOTION** to close executive session was made by Trustee Cropper, seconded by Trustee Sagal. ALL AYES, NO NAYS. **(NO OFFICIAL ACTION ON THE MATTER WAS TAKEN AT THIS TIME).**

MOTION to adjourn was made by Trustee Perry, seconded by Trustee Cropper.

Respectfully submitted,

Kimberly J. Simmons
Clerk/Treasurer