

**VILLAGE OF PHILMONT
BOARD MINUTES
Regular Board Meeting – 6:00PM**

MONDAY, March 9, 2020

PRESENT -MAYOR: Clarence Speed, **TRUSTEES:** Douglas Cropper, Brian Johnson, Laurence Ostrander, Barbara Sagal; **ATTORNEY:** Robert Fitzsimmons; Village Clerk/Treasurer: Theresa Tutt

PLEDGE OF ALLEGIANCE

MEETING RULES OF PROCEDURE were read aloud

MOTION - to approve minutes of previous meeting made by Trustee Sagal, seconded by Trustee Cropper - ALL AYES, NO NAYS

MOTION- to approve the Treasurer's Report made by Trustee Ostrander, seconded by Trustee Sagal- ALL AYES, NO NAYS

MOTION - to approve payment of bills (General, Water, Sewer, Library, Summit Lake, Health Care Deductible & T&A) made by Trustee Sagal, seconded by Trustee Ostrander- ALL AYES NO NAYS

OPEN PUBLIC HEARING: Mayor opened floor for comments on Local Law Filing for amending Chapter 57, Article III of the Code of the Village of Philmont in regard to Tenancy Certificates of Occupancy.

Resident Raymond thanked Board for considering comments at December meeting. Disappointed Review Board was not included though it makes sense as to why, but feels it should be pursued separately. Requested for email notification list to resident for updates to information. Fully supports ordinance.

Resident Bill agrees with previous speaker and would like time to review information on Tenancy Law before Board makes a decision.

Resident Kate was unaware of tonight's agenda as well and requested additional time to review new Tenancy Law as it was not mentioned at last month's Board meeting.

Resident Julia appreciation for the work the Board has done on this but requests to extend final decision to allow time to review the changes as well and was not aware about the new Tenancy Law changes either.

MOTION – to close and hold public hearing over until next meeting made by Trustee Johnson, followed by Trustee Ostrander's request to get notice of postponement on website, seconded by Trustee Sagal– ALL AYES NO NAYS

PUBLIC REQUESTS: Resident applauds Board for incorporating the public comments also. Asked if email notifications can be something that can be done for residents. Fitzsimmons explained the Village of Kinderhook uses something called "Kinderhook Next Door" which residents can sign up for and is the next level where news can be posted and use a service where the agenda and notices are 'blasted'. He can ask them what they use to do this. Villages current website was put up years ago without the ability to easily put up notices on or off, as well as the changes in the Village Clerk and Deputy Clerk staff, along with trying to get the books, records and bills up to speed. This might take time to get done but he will brief Trustees on this application. Current IT tech can take a day or two to update requests sent to him. This other application is monitored in house rather than by an IT tech. Cropper asked Village Clerk, Tutt if updates can be done in house and the answer was no and IT tech does not always respond right away, but eventually does within a day or two.

Resident Debra offered website service again as she did last year and stated it has easy updating ability and can be connected to a mail check account allowing for 'Blasts'. Stated the cost is less than we currently pay once the setup is completed and small number of municipalities use this and it should be reviewed again. She offered to forward information for the Board's review.

Resident stated a request was made by him last year and again now for Trustee's new financial reports that indicate full description of line items with no acronyms so line item is clear on what it stands for. Requested monthly reports show the village's full indebtedness, what the role is for (bond, etc.,) timeframe and amount of interest rate which should be clearly available to all taxpayers, stating we are the highest tax municipalities in the county. Attorney Fitzsimmons explained the Village was all hand ledgers and is making the transition to QuickBooks accounting software which will give the opportunity to generate the reports more easily, but that is a time-consuming process to fully implement. A resolution is being considered to help the village by the County Controllers accounting auditors to help with the shared services program where the county would bill the village an hourly rate and the county would receive money back for sharing these services which is another program they are looking at starting tonight to try to assist the new Clerk and new Deputy Clerk. Mayor Speed stated the village residents request would be taken into consideration.

Resident Kate Martino and Jay Elliott submitted signed letter read aloud by Kate to Mayor and Trustees regarding Habitat for Humanity's proposal at 18 Eagle Street and how upsetting it is the way the village and ZBA handled the situation. Letter on file.

Attorney Fitzsimmons responded in part to the classification of letter. The form the ZBA uses is a form that contains statutory criteria for an area variance and is correct that there are areas that have to be answered. The form is sent out by the NYS Dept of State as guidance for the ZBA Boards to use to make their determinations. Fitzsimmons made clarification of the using of his phone to pull up information because he had previously given his secretary paper copies of that form and she didn't have any that evening. He usually has them available as well as an IPAD, but in a pinch he uses his phone. It may have seemed like it was a quick rip off thing but no, they consider the paper form set out in the law every time they consider an area variance and the Board is familiar with statutory criteria and they are also in the Zoning book. They are not able to make a decision with that and the point to the form is to give them the statutory criteria to articulate their decision and how to make their determination and is why the State gives the form to use. Trustee Ostrander asked if Dirty Deals was an accusation? Kate stated yes, she feels like Habitat is getting treatment and no one talked to them about it. Never been soil testing completed on fuel from previous business owners and residents weren't given consideration about this.

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Resident Caroline Oneill and James Oneill submitted signed letter read aloud by Caroline. Concerned about Habit for Humanity's plan to build a duplex on contaminated property of former DPW site and Trucking company. Letter on file.

Jeff of American Legion Post 252 spoke about Purple Heart designation of Village of Philmont and feels this designation would be very nice for the Village of Philmont. He hopes on Memorial Day a special on this can take place as well. Next month in April they will be honoring a vet in the community and honor all Purple Heart winners the 3rd Tuesday, 4/26/20, at 9AM at 401 State Street, Hudson. On May 18, 2020 the Vet committee will be honoring a Philmont vet, Don Johnson who was a WWII vet, Army Air Force and was shot down. Later in the year Russel Robertson will be honored who was wounded and a POW and let go due to his injuries.

Dave Siter, DPW said the sub day sale held at the Philmont Firehouse to benefit the Community Day event was very successful. They sold out, selling 235 subs! On 3/10/20 there will be a meeting at the Philmont Gun Club at 7pm about Community Day and everyone is invited. On 3/29/20 a spaghetti dinner will be held at the Philmont Gun Club to benefit the Community Day event and tickets will be available.

ATTORNEY FITZSIMMONS: Negotiated union contract which is in draft form to be considered by the Board at a later time. Drafted a credit card use policy to formalize it. Circulated it to Trustee Cropper and Village Clerk Theresa and will give copy to remaining Trustees as well. Ongoing projects continue. Working on village revisions to the Local Tenancy Law after receiving a lot of reaction with concerns since the last version of notice. Public comments were incorporated into current version summary of the changes. Some changes applied to B&B properties and short-term rentals need to register with the code enforcement office to identify if the property will be an annual, mid-month, monthly, Air B&B, weekend or nightly lease or rental so the village will know what type of rental it is. The village removed approved by default language and the section that could fine tenants for occupying without a permit. It now gives landlords 6 months to make application to get the rental inspected before the law goes into effect which allows the landlord a 6-month window to get the inspection. The Board did not want to incorporate a review or complaint board at this time as the way the process works is that it is administered by the Code Enforcement Officer who deals with any problems or issues. If a problem arises between a tenant and landlord the village cannot deprive either party from going to court for damages or eviction process. Copies were made available to the public.

CLERK/TREASURER REPORT: Given by Village Clerk/Treasurer Theresa Tutt and read aloud. A full copy of report is attached and on file in office.

POLICE REPORT: Given by OIC Vernon Doyle and read aloud. A full copy of report is attached and on file in office.

LIBRARY REPORT: Submitted by Director Tobi Farley and read aloud by Trustee Sagal. Correction to date of Cheltic music program mentioned last month is actually 3/21/20 at 6PM and being sponsored by the Philmont and Claverack Library. A full copy of report is attached and on file in office.

COMMUNITY CENTER REPORT: Submitted by Director Julia Veronezi and read aloud by Trustee Cropper for both the January 2020 report which was unavailable at the February 10, 2020 meeting, and for the February 2020 report. A full copy of each is attached and on file in the office.

SUMMIT LAKE AND ITS WATERCOURSE (BOA) REPORT: Given by Sally Baker and read aloud. A full copy is attached and on file in the office.

MAYOR SPEED: Mayor Speed met with Trustee Cropper and Community Center Director Veronezi interviewed 3 new employees for hire. OIC Doyle will background check on each as working with children are involved in their positions. Mayor Speed answered a couple phone calls and was in contact with Cropper last month while on vacation to make sure everything was all right. Mayor updated and signed Census forms he received after reviewing map of Philmont. Everyone should fill these out and return them if received. Aruba was warm and sunny!

TRUSTEE CROPPER: Trustee Cropper filled in as Deputy Mayor while Mayor Speed was in Aruba on vacation. People do not realize how much the Mayor does in his position until you've been in his shoes. Everything was taken care of. Cropper attended the Community Day meeting. Cropper and Ostrander took care of union negotiations last month. They have package and are waiting to review and both feel negotiations went well. Cropper and Trustee Johnson interviewed and hired a new Deputy Clerk. Cropper held meeting with Veronezi today and interviewed 3 new people for the Community Center. Workshop meeting had 9 speakers. Last week Siter, Veronezi and Cropper visited Senator Jordan to give Philmont recognition and keep it in mind. The Mayor may be seeing the Senator in a couple weeks and make sure Philmont is taken care of.

TRUSTEE JOHNSON: Trustee Johnson reported DPW has been working on the truck repairs for vehicle #22. They have started street sweeping. Water samples were taken to Health Department and all passed. Lawn mowers are ready for spring mowing. Had 3 back flow valves replaced at wells. Dave Siter received his water license. Mike and Cliff have been attending water school. Everything has been good. Johnson met with Ed Hartman about fire pump on Summit street. They are still trying to get that one hooked up. The other 2 pumps are up and running.

TRUSTEE SAGAL: Trustee Sagal stated she has been away for 2 weeks, so she doesn't have much to report, but has been keeping up on email correspondence.

TRUSTEE OSTRANDER: Trustee Ostrander stated it has been a busy month with ongoing correspondence with Philmont Beautification, Inc. As Cropper stated, Ostrander feels they had very productive union meeting results with DPW. Also met with Dave Rogers on LOSAP Retirement package for firefighters. There have been 42 fire calls year to date. This is almost a full-time fire company; 3 mutual aid structure fires, 2 brush fires (1 today) and 2 people are attending EMT class to help keep EMT up and running.

CORRESPONDENCE LIST: Not available and will be available to audience at next month's meeting.

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MOTIONS AND RESOLUTIONS:

**February 10, 2020
MOTIONS & RESOLUTIONS
VILLAGE OF PHILMONT
COLUMBIA COUNTY, NEW YORK**

MOTION to hire SARAH JAMPOL-AUERBACK as Community Center Program Leader at \$16.00 per hour beginning March 10, 2020 pending background check by OIC Vern Doyle made by Trustee Cropper, seconded by Trustee Ostrander - ALL AYES, NO NAYS

MOTION to hire HEATH IVERSON as Community Center Program Assistant at \$15.00 per hour beginning March 10, 2020 pending background check by OIC Vern Doyle made by Trustee Sagal, seconded by Trustee Cropper - ALL AYES, NO NAYS

MOTION to hire JAQUELYN MCNEARY as Community Center Program Assistant at \$15.00 per hour beginning March 10, 2020 pending background check by OIC Vern Doyle made by Trustee Cropper, seconded by Trustee Sagal -ALL AYES, NO NAYS

MOTION to hire CATHY LYDEN as Deputy Clerk at \$16.00 per hour effective today, March 9th, 2020 and upon completion of successful 6-month probationary period hourly rate will be increased to \$17.00 per hour made by Trustee Johnson, seconded by Trustee Ostrander - ALL AYES, NO NAYS

MOTIONfor Village Clerk/Treasurer Theresa A. Tutt to complete application process of acquiring a Village Visa credit card through Greene County Bank made by Trustee Sagal, seconded by Trustee Cropper-ALL AYES, NO NAYS

MOTION to sign Resolution authorizing Mayor Speed to execute shared services agreement with the County of Columbia for audit and accounting services for the Village of Philmont and authorize payment to the County of Columbia for said services made by Trustee Cropper, seconded by Trustee Sagal -ALL AYES, NO NAYS

UNFINISHED/NEW BUSINESS:

Mayor Speed read aloud a letter of thanks to the Mayor and Trustees received from resident Faith B. for the continued support of the Library and their grant application and matching funds. She will be in contact with the village in the future.

Dave Siter, DPW Supervisor stated water meter readings will begin next week, so if anyone has anything in front of the meters, please move them so they have access easily which will be appreciated.

Trustee Ostrander asked Siter if he knew how long before switching to garbage bags from garbage stickers. Siter stated he was unsure. Trustee Johnson stated it needs to be held off until the office gets straightened out before starting a new procedure as they just hired a new Deputy Clerk.

Mayor Speed and Trustee Cropper announced final water debt payment of \$26,000 is now paid off and the other final \$100,000 debt payment will be paid off next month as well.

MOTION– to hold Executive Session discuss employment history of a particular person made by Trustee Sagal, seconded by Trustee Ostrander - ALL AYES, NO NAYS

MOTION– to adjourn Executive Sessionmade by Trustee Cropper, seconded by Trustee Johnson – ALL AYES, NO NAYS

MOTION – to adjournmade by Trustee Johnson, seconded by Trustee Ostrander -ALL AYES, NO NAYS

Respectfully submitted,

Theresa A. Tutt
Village Clerk/Treasurer
Village of Philmont

[SEAL]