

Regular Monthly Board Meeting

Date: August 14, 2023

Present Mayor Brian Johnson, Trustees Doug Cropper, Clarence Speed, and Jason Detzel, Clerk/Treasurer Jessica Thomas, Attorney Robert Fitzsimmons, BOA Grant administrator Sally Baker and OIC Vern Doyle.

Pledge of Allegiance

Call to Order: 7:00 pm

Motion: to approve the minutes from the July 10th Board Meeting; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to approve the minutes from the July 17th Public Hearing; made by Trustee Speed, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to approve the minutes from the August 1st Special Meeting; made by Trustee Speed, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to approve the Budget to Actual Reports for the month of July; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to approve the payment of bills from the July 26th and August 14th Abstracts; made by Trustee Speed, 2nd by Trustee Detzel. All Ayes, No Nays

Public Requests

P. Johnson- Speaks about 3 points: vacant building ordinance, Forest Lake ownership, and a property transfer fee.

T. Paino-Speaks about the zoning code for signs. Please revisit the complaint.

Attorney Fitzsimmons: He reports nothing new, just ongoing projects the Board is aware of.

Clerk/Treasurer Report: Tax bills were mailed out on May 31st and are now overdue. A 6% penalty has been added to any outstanding taxes. Currently, there is \$30,644.54 with penalties included for outstanding 2023 taxes. Delinquent tax courtesy reminders were sent out. Certified letters for delinquent water/sewer users will be mailed on August 15th. We had a meeting with Bob Patterson about funds and his concerns with the water fund balance. Complied many reports for Bob Patterson for the year-end financial report. We had conference calls, emails, and phone conversations in regard to the water tower. Worked with Union Attorney in regards to the new hire. Research and located outstanding checks found during bank recs. Chrissy and I have both been very busy with taxes, water bills, posting, deposits, and bank runs. Record retention continues. The office will be closed on September 4th in observance of Labor Day.

Building Inspector Report: Not given to this office

Library Report: Given by Trustee Detzel, as submitted by Library Director Tobi Farley. A full copy of the report is available in the office for review or upon request. **Services:** July Programs: Senior Lunch and games - steady with 3-5 attendees each week. Summer Reading in the Garden average of 2 attendees per week. Family Movies- about 5 kids per week. programs at Claverack Town Park – about 45 attendees per program. August programs: Botanical sketching with the Art School of Columbia County Monday 7/7 and 7/14 at 5pm. Fall projected programs (dates TBD): Seed collecting hike with Columbia Land Conservancy, Cornell Cooperative Extension – native trees and shrubs, house plants Community Read – movie showing of Boy Who Harnessed the Wind via Netflix and William and the Windmill via Kanopy, book group Banned Books. **Grants/ Town, State County Funding** \$1,000 Bank of Greene County \$1,000 MHLS mini grant approved to diversify collection to be more inclusive. **Stats:** July in-person and virtual program attendance 196, July people in the library approximately 700. July 2023 total circ 2,360 (6% of total system wide circulation) as of 7/28 June 2023 digital services (includes OverDrive, Kanopy and Claverack and Philmont's shared hoopla account) 310.75 plants adopted since November. **CCLA** - We are planning a countywide community read from Mid-September through mid-November. The book is titled The Boy Who Harnessed the Wind. We will have county wide webinars, local book discussions and story times and regional programs with multiple libraries. I contacted Tom

Paino, lead of the climate smart committee, regarding a possible collaboration on our local programs. **MHLS** - The system has replaced Mango Language with Transparent Language. It is now available to use with your library card. It has extra features that Mango did not have including ASL (American Sign Language) and more languages from and to English. **BOT reminders** - All NYS library trustees are **required** to participate in 3 hours of training. I have sent access and reminders of on demand trainings and you should be receiving notice of MHLS webinars and in-person trainings. We are more than half-way through the year. Please do not wait until the last minute.

Community Center Report: given by Trustee Cropper, as submitted by Director Veronezi. A full copy of the report is available in the office for review or upon request. **Facility:** The center has been checked during the month. **Programs:** Scouts and the Crochet Group met in July. The Sierra Club used the center on July 29 as a place to serve refreshments. Jess Cropper-Alt submitted a plan for a ceramics class. Requests were made last month for bicycle helmet donations. No responses. August 3 there will be a program to build a bird house.

Police Report: For the month of July, there were 7 calls for service, 1 arrest, 82 property checks, and 19 V&T warnings.

Summit Lake & Its Watercourse (BOA) Report: Given by Grant Administrator S. Baker. A full copy of the report is available in the office for review or upon request. **BOA grant updates:** The BOA Grant Committee meeting was not held in July. RFQ (Request for Qualifications) in progress scheduled for August review. **LWRP grant updates:** Work continued by LaBella on the preliminary draft for Task 9 of the Work Plan - Description and Assessment of the Waterbody(ies) and Watershed Resources, including 5 additional maps analyzing the watershed resources. There are now a total of 16 maps. The initial Draft will be available for public access in mid-September to receive comments. Good progress is being made. **Historic District updates:** SHPO (State Historic Preservation Office) and the preservation specialist, Jessie Ravage, made a site visit to Philmont to finalize the boundary of the Village of Philmont Historic District and to determine the final resources count and dates of buildings to be included in the nomination of the District. We discussed the anticipated timeline and process involved for the nomination of the District leading to a January 2024 submission to the Survey and National Register Unit for review. From September to November, property owners in the Historic District will receive three letters informing them about the nomination and providing property owners the opportunity to send letters of objection for the nomination to SHPO. **1st letter** – an overview of the Village of Philmont Historic District. **2nd letter** – Announcing the Public Hearing to be conducted by SHPO in the Village Hall. (This letter will include a letter from the Village of Philmont and PBI). Public Hearing to be held in mid-November. Date TBD. **3rd letter** – Announcing the anticipated submission of the nomination to the Survey and National Register Unit for review. PBI and the Heritage Working Group are aiming to run a pop-up tent (weather permitting) with information to advertise the Public Hearing. We are aiming at 2-3 hours a day for a week before the Public Hearing. This is a work in progress. Location of the pop-up tent TBD. If weather is not permitting –a request to use the Village Hall will be submitted.

Climate Smart Taskforce: Given by Thomas Paino. There was no meeting in August. In late July, there was a meeting with Leggett to go over the Village Hall lighting. He got the information needed to get a proposal. There are a few more things to do to finish up the greenhouse gas inventory. There was a kickoff meeting on July 21st for the climate adaptation and resiliency plan. A chart was made to assign tasks to become bronze certified.

Comprehensive Plan Update: Given by Robin Andrews. A full copy of the report is available in the office for review or upon request. The Clerk received the contract for the NYState grant award on August 1st. I have confirmed with LaBerge Group that they will participate in the meeting with the state to review the contract. I am happy to set up that meeting. Please let me know who you would like to be at that meeting. Then the contract would need to be signed by Mayor Johnson. They would like this all completed by August 31. Notification for the availability of the survey have been distributed and has gone out via the various media lists. The survey is available online, can be printed out from the website, and printed copies are at McNan's, the Library and the Village Office. Currently, we have received about 80 responses. We have begun to review relevant maps for the village and a draft of a vision statement. We are anticipating having some draft goals for public review in an open meeting in the later fall. In overall support of this project, we expressed our support of the housing study grant the village applied for and Debra and Robin will be attending the Patterns for Progress presentation on Sept 22nd. Our next meeting is scheduled for Monday, Sept 18th at the Village Hall.

Mayor Johnson/DPW Report: Thanks, Doug and Skip, for helping out this month with the tower tank. There have been lots of phone calls in regard to the water tank. They are making progress on it now. The men have done a good job keeping the village clean, especially with being so shorthanded. We need to look into getting a new leafer. Water samples were taken, and all came back fine.

Trustee Cropper: Properties were checked several times. He attended the special meetings, the public hearing for the block grant, and the workshop meeting. There was a meeting with Leggett Electric in the Village Hall. Some citizen concerns were addressed with the help of Vern. There were meetings for the water tower project. He had a meeting with Brian and the police. He also taught birdhouse building at the Community Center.

Trustee Detzel: He reports he has been working on the typical business.

Trustee Speed: The sidewalks on lower Church will be started. He spoke with the foreman of the upper reservoir. The beaver dam broke, so the state is making them redo the dam which will be good for Philmont. He attended a meeting with Doug and answered a few complaints.

Fire Department Report

10 Calls for the month. Total fire calls for the year 47. Total EMS calls for the year 56. Drills for the month 3, truck inspections 1, and work details 1. The Columbia County Firefighter's Convention Ladies Night on July 27th was attended by 5 members. The Columbia County Firefighter's Convention meeting in Ghent on July 28th was attended by 10 members. 17 members attended the Firefighter's parade in Ghent on July 29th. The fire company took delivery of 10 new air packs on August 2nd that will be paid for with grant money received last month.

Trustee Gitterman: Not present

CORRESPONDENCE LIST provided to the members of the Board and the public

- 1) **Email from Larry Robbins dated July 11th in regards to a water leak.**
- 2) **Email from Thomas Paino dated July 15th in regards to Environmental Management Council.**
- 3) **Email from Barry Marshall dated July 18th in regards to potholes.**
- 4) **Email from Joe Vining dated July 24th in regards security concerns.**
- 5) **Email from Alison Wedd dated July 27th in regards to children at play signs.**
- 6) **Email from Peter Johnson dated August 4th in regards to vacant buildings fine.**
- 7) **Email from Karen Schoemer dated August 7th in regards to the sign at 22 Main St.**

Motions and Resolutions –

Motion: to enforce the water turn off law and take action against delinquent water users; made by Trustee Detzel, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to allow the Mayor to sign the contract with Layne for the emergency cleaning of the well; made by Trustee Cropper, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to sign up for the LENS program; made by Trustee Cropper, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to hire Christopher Laraway for the position of MEO at the pay rate of \$20.80 an hour; made by Trustee Cropper, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to credit account 690, Hopewell Hudson LLC in the amount of \$824.50 for the sewer portion only of the April invoice due to a water leak; made by Trustee Detzel, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to apply ARPA funds to the Village water fund savings, account 2177 to increase the water fund balance and offset water charges; made by Trustee Cropper, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to amend the motion previously made on August 1st for the change order for the water tank rehabilitation project to the amount of no more than \$25,003.51; made by Trustee Speed, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to transfer the amount of \$8728.00 from Water Fund Savings to Water Fund Checking to pay bills related to the Water Storage Tank Rehabilitation project; made by Trustee Detzel, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to renew the contract with Emergency Power Systems, LLC for the preventative maintenance of the generators; made by Trustee Detzel, 2nd by Trustee Speed. All Ayes, No Nays

Motion: to accept with regret Daniel Davis' resignation effective immediately; made by Trustee Speed, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to authorize the Mayor to sign the state grant agreement for the Comprehensive Agreement; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Unfinished Business and New Business:

Trustee Detzel asks about picnic tables for the parks.

Motion to adjourn- *in memory of Edmund Aldrich*: made by Trustee Speed, 2nd by Trustee Detzel. All Ayes, No Nays.

Adjournment: 7:48 pm

Respectfully Submitted,
Jessica Thomas
Clerk/Treasurer