

Regular Monthly Board Meeting

Date: October 10, 2023

Present Mayor Brian Johnson, Trustees Doug Cropper, Debra Gitterman, and Jason Detzel, Clerk/Treasurer Jessica Thomas, BOA Grant administrator Sally Baker

Pledge of Allegiance

Call to Order 6:59 pm

Motion: to approve the minutes from the September 11th Board Meeting; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

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

Motion: to approve the payment of bills from the September 27th, and October 10th Abstracts; made by Trustee Detzel, 2nd by Trustee Gitterman. All Ayes, No Nays

Public Requests

E. Noonan and S. Jennings talk about Community Day. They are the leaders of the Community Day committee and are planning on having Community Day on July 20th. Their next meeting will be on Monday, 10/23, at 6 p.m. at the Community Center.

M. Seserman has a proposal for the board. Empty storefronts are a problem for the village. The village should be more assertive to encourage landlords to rent. An example would be a monthly surcharge.

T. Shook thanks the board and ladies in the office for helping to get apartments up to date.

Fuel and Propane Bid Opening

The winning bid is as follows:

Fuel Oil Bid: Herrington Fuels-\$3.51 fixed price, \$155.00 cleaning + parts, \$140.00 service call + parts, \$195 for afterhours calls + parts

Propane Bid: Herrington Fuels-\$1.75 fixed price, \$155.00 cleaning + parts, \$140.00 service call + parts, \$195.00 for afterhours calls + parts

Attorney Fitzsimmons -not present

Clerk/Treasurer Report: Water / Sewer bills were mailed out on October 1st and are due by October 31st without penalty. We worked with the water dept and engineering staff in regards to the water tower project. Worked with the DPW and Lou for work on the sidewalks. Worked with Claverack Superintendent in regards to equipment purchases and the sidewalk grant. Worked with and had a meeting with accountant and lawyer in regards to Claverack inter-municipal agreement. We had a high volume of notary services, death certificates, tax requests, and final water meter readings. We had a high volume of dig-safe requests. Worked with Joe Vining, Mid-Hudson Cable, and Ringsquared on getting the phones converted. Sent an updated roster for the New York State Volunteer Firefighter Cancer Benefit Program. Complied information for PERMA for workers comp case. We have been very busy with traffic through the door and phone calls. The Office will be closed on Tuesday, November 7th for Election Day. The office will also be closed on Friday, November 10th in observance of Veteran's Day.

Building Inspector Report: Given by Mayor Johnson, as submitted by CEO Lee Heim. A full copy of the report is available in the office for review or upon request. Tenancy inspections/CO issued 51, Rental Registration Issued 20, Building permits 17, Construction inspections 29, CO/CC issued 19, Co Searches 18, Complaints received/investigated 1.

Library Report: Buildings and Grounds- Given by Trustee Detzel, as submitted by Director Farley. We had to call Herrington's this past week because the heat would not come on. I am waiting on a full report of what the issue was. **Services** Upcoming programs: Nature photography workshops – October 10th, 5 p.m. This program has been rescheduled from the two programs formerly planned for September that needed to be postponed. Seed collecting hike with Columbia Land Conservancy – Thursday, October 26, 5:30 pm (again postponed due to weather). Community Read –

book discussion group October 18th, 6 pm. Banned Books Read and Discussion Group – second Wednesday, September through January. 7:00. Storytime Thursdays at 11am. Senior Lunch and Games – Wednesdays at 11:30 am. **Stats** September in-person and virtual program attendance 225. September people in the library 642. September 2023 total circ 2,441 (.6% of total system wide circulation) September 2023 digital services August 2023 (includes OverDrive, Kanopy and Claverack and Philmont's shared hoopla account) 198. **Digital Navigators** – I have been invited to apply for a second round of digital navigator training. This is only open to people who participated in the first training. It will require 7 one-hour training sessions and provide a \$500 incentive for participating. **Trainings, staff and meetings** – All staff members and I are attending a training at the Claverack Library on October 2. We will be taught how to navigate the new catalog adopted by the library system. The training is to ensure all library personnel are able to navigate this new system before it is open to the public sometime in November. Attended: MHLS DA meeting: Columbia County (SOUTH) CARP Leaders and Stakeholders Workshop. Webinar on Vega (new catalog). **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. I will also be sending everyone a video and form to fill in regarding sexual harassment. This was formerly suggested for trustees, but is now required.

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. Repairs are needed especially on the back door entrance. **Programs:** The felting program is under way with the first session being held on September 27 from 3:30 to 5:30. 5 young people were all engaged in felting mice. Sessions will continue on Oct 4, 11, 18, and 25. The program is co-sponsored with Free Columbia and offered on a sliding scale payment. Amelia McIssac is the teacher. Adult felting will be held Nov. 11, 12, and 13 from 9 am to 5 pm. Amelia McIssac will lead and will be cosponsored by Free Columbia. The Bike Safety Program was a huge success. Thanks to Caroline O'Neil and the Cub Scouts for showing up with their bikes and a village resident and her son. There were 27 total in attendance (youth, parents, Scout leaders, and fire police). The Philmont and Mellenville Fire Police closed the road so the bike rodeo could be set up. The rodeo consisted of 8 riding events to demonstrate proficiency in balance, braking, maneuvering, use of hand signals, and knowledge of traffic signs. Everyone had a great time. There was a brief lesson inside on rules of the road, helmets, and safe riding practices. Doug Cropper brought his well equipped BSA bicycle to point out various features on a safe bike. Crocheting is moving to the first Friday of the month from 6 to 8. Thanks to Kim Simmons for providing this program. All programs have been publicized by flyers, FB, and website. Thanks to Jess Cropper Alt for her good work.

Police Report: Given by Mayor Johnson. A full copy of the report is available in the office for review or upon request. For the month of September, we had 14 calls for service, 65 property checks, 3 UTT's issued, and 27 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 held on 9/26/23 attended by the Mayor, Bob Macfarlane, Barbara Sagal, and Subarea 1 Working Group member Mark Rowntree. We reviewed and discussed the Scoring Chart to be used to evaluate responses anticipated on 9/29 to the RFQ (Request for Qualifications) for Architectural Services for Subarea 1 – Community Center, and Subarea 2, Canal St area. Two in-person meetings were set up for the review of RFQ responses for October 11th and 18th for the selection process. Pleased to be able to report there were 12 (twelve) RFQ responses received on 9/29 from top-level architectural design firms. Each member of the BOA Committee received an online folder on 9/29 with the RFQ responses, the Mayor received printed copies, and one set of copies are available on the Village Office conference table to be used for the selection meetings discussions. **LWRP grant updates:** The scheduled WAC (Watershed Advisory Committee) meeting for September was moved by LaBella to be held October 11th allowing the firm to complete Task 9 before holding the final meeting for that Work Plan task. **Historic District updates:** Received confirmation from the State Historic Preservation Office (SHPO) that letters to all property owners in the Village of Philmont Historic District will go out 1st week in October. The Public Hearing is scheduled to be held in the Village Hall on Tuesday, November 14 at 7pm hosted by the Village for SHPO staff to present and take questions regarding the nomination process and use of preservation tax credits for properties located in the Village of Philmont Historic District consisting of 425 buildings and cultural resources. **All are welcome to attend & bring questions!** PBI and the Heritage Working Group will be outside the Post Office on November 4th and 11th to remind folks to attend the public hearing. The District boundary map produced by SHPO/PARKS was emailed to Debra to upload onto the village website. Have started promoting the public hearing on media and local platforms. The flyer is printed and being posted around the village.

Climate Smart Taskforce: given by Thomas Paino. A continued energy audit of the sewer plant is not warranted. The energy consumption of the sewer plant is actually pretty good. The grant for the Village Hall we will be applying for is \$5,000–\$15,000, which will cover the cost of engineering design services to retrofit the entire building to an energy-efficient and fossil fuel-free facility. The funds will also help cover identifying and pursuing government programs and grants to implement the updates. James Clark from Laberge is currently working on a bid estimate to do the planning work and grant writing tasks. The county-wide compost program is discussed.

Comprehensive Plan Update: Given by Robin Andrews. The Department of State Smart Growth Comprehensive Plan contact was submitted by the 9/30/23 deadline. Thank you for your support and help in executing that. As much as possible, committee volunteers have been hand dropping off surveys house to house. We are hopeful that this will encourage more participation, but at a minimum, it will ensure more people to know that we are seeking input. We have received over 100 surveys, and we will close the survey as of Oct 13th. Our next meeting will be on Oct 23rd, at the Village Hall, where we will begin to review the data we have collected to date, to begin the drafting of our vision and goals. We will be presenting the draft goals and vision for further public input the early part of the year. The Housing Conference offered by Patterns for Progress was informative and inspirational. It was supportive for us on offering a context and ideas on how to think about the current housing issues.

DPW Report: The water tank got turned back on. The painting project is almost 100% complete. The tank is back online. The next step will be to clean the well that went bad. After that is complete, we will be getting the fire pumps hooked up. They are getting ready to battle the leaves.

Mayor Johnson: He had a meeting with the accountant and attorney in regard to Claverack taking over the DPW. That is close to happening.

Trustee Cropper: Reports that he met with a deputy sheriff to sign a deposition about the Forest Lake issue with the boat. There was a meeting with Didi Barrett in regard to the sidewalks, and a picture was taken. He and Brian checked the community center, looking at the door and windows. There was a water tower project meeting. A NY Forward webinar was watched with Debra. He helped with the bicycle safety program at the community center. He attended a meeting in regard to the DPW merger. He also, unfortunately, attended Mike's wake.

Trustee Detzel: Reports he has been working on the usual business.

Trustee Speed: Not present

Fire Department Report: 8 Calls for the month. Total fire calls for the year 63. Total EMS calls for the year 67. Drills for the month 3, truck inspections 1, and work details 1. The nickel social fundraiser occurred on September 23rd with 16 members. The funeral services of Michael Scheller were attended on September 30th with 5 members.

Trustee Gitterman: She attended a meeting with Didi Barrett in regard to sidewalks and the NY Forward Tech meeting. Webinars relating to the NY Forward program were watched. In addition, she attended a housing conference that Patterns for Progress put on. The Climate Smart and Comp Plan monthly meetings were also attended.

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

- 1) Letter/petition from Village residents dated September 14, 2023, in regards to requesting a Zoning Board of Appeals Public Hearing
- 2) Letter from Jean Gibliette dated September 14, 2023, in regards to the signs at 22 Main St.
- 3) Email from Stan Engel dated September 15, 2023, in regards to thanks for fixing the road to Forest Lake.
- 4) Email from Thanos Dimadis dated October 3, 2023, in regards to Elm St.
- 5) Email from Cliff Evan Katz dated October 5, 2023, in regards to issues in his apartment.
- 6) Email from Thanos Dimadis dated October 6, 2023, in regards to Elm St.
- 7) Email from Michael Seserman dated October 9, 2023, in regards to sidewalks on Maple Ave.

Motions and Resolutions-

Motion: to accept the bid, of No. 2 Fuel Oil, Service, and Maintenance for the Village of Philmont Municipal Building, Library, and Community Center from Herrington Fuels Inc.; made by Trustee Cropper, 2nd by Trustee Detzel. All Ayes, No Nay

Motion: to accept the bid, for the furnishing of Propane, Service, and Maintenance for the Village of Philmont Municipal Building, Library, Water Tower Building, and DPW Garage from Herrington Fuels, Inc.; made by Trustee Cropper, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to set the annual Village Elections for **Tuesday, March 19, 2024** from noon to 9:00 pm in the Village Hall to elect two (2) Trustees each for a two-year term; made by Trustee Detzel, 2nd by Trustee Gitterman. All Ayes, No Nay

Motion: to declare that Mayor Johnson has conducted the required examination of the Village of Philmont Justice Court Records for FY 2022-2023; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to appoint David Bolevice as a member of the Village of Philmont Library Board of Trustees, with a term to expire September 30, 2028; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to authorize the agreement with NYSEDA for the \$3,200 grant funded energy studies at the Village Hall and Community Center; made by Trustee Gitterman, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to regretfully remove Michael Scheller's status as a Village employee; made by Trustee Cropper, 2nd by Trustee Gitterman. All Ayes, No Nays

Motion: to transfer the amount of \$22,512.00 from Water Fund Savings to Water Fund Checking to pay bills related to the Water Storage Tank Rehabilitation project; made by Trustee Gitterman, 2nd by Trustee Detzel. All Ayes, No Nays

Motion: to change the rate of the electric vehicle charger from \$0.59 per kWh to \$3 per hour effective immediately; made by Trustee Detzel, 2nd by Trustee Gitterman. All Ayes, No Nays

Motion: to reimburse Jennifer Amelia McIsaac in the amount of \$59.27 for the purchase of snacks for the children's felting program; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to purchase a new tow behind leaf vacuum from Salem Farm Supply in the amount of \$13,232.00 as provided by the sourcewell state contract; made by Trustee Detzel, 2nd by Trustee Cropper. All Ayes, No Nays

Motion: to transfer the amount of \$13,232.00 from the equipment reserve to the general account to pay for the tow behind leaf vacuum; made by Trustee Detzel, 2nd by Trustee Gitterman. All Ayes, No Nays

Motion: to allow the Mayor to sign the Multi-Modal Capital Project Agreement; made by Trustee Gitterman, 2nd by Trustee Detzel. All Ayes, No Nays

RESOLUTION NUMBER: 4 of 2023

At a regular meeting of the Village Board of Trustees for the Village of Philmont, Columbia County, New York, duly held on the 10th day of October 2023 at the Village Hall, Main Street, Philmont, New York, the following Resolution was proposed and seconded:

Resolution by: Trustee Gitterman;

Seconded by: Trustee Detzel.

Authorizing the implementation, and funding in the first instance of the State Multi-Modal Program-aid eligible costs, of a capital project, and appropriating funds therefor.

WHEREAS a Project for the Repair and replace sidewalks along roadway (Main Street), P.I.N. **8MA511.30A** (the Project") is eligible for funding under New York State's Multi-Modal Program administered by the NYS Department of Transportation (NYSDOT); and

WHEREAS the **Village of Philmont** desires to advance the Project by making a commitment of 100% of the costs of work for the Project or portions thereof; and

NOW, THEREFORE, the Philmont Village Board duly convened does hereby

RESOLVE, that the Philmont Village Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Philmont Village Board hereby authorizes the **Village of Philmont** to pay in the first instance 100%

of the cost of the Construction phase(s) of work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$50,000 is hereby appropriated from the general fund, and made available to cover the cost of participation in the above phase(s) of the Project; and it is further

RESOLVED, that in the event the costs of the phase(s) exceeds the amount appropriated above, the **Village of Philmont** shall convene as soon as possible to appropriate said excess amount immediately upon the notification by Mayor Brian Johnson thereof, and it is further

RESOLVED, that Mayor Brian Johnson of the **Village of Philmont** be and is hereby authorized to execute all necessary Agreements, certifications, or reimbursement requests for Multi-Modal Program Funding on behalf of the **Village of Philmont** with NYSDOT in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and all Project costs that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, that this Resolution shall take effect immediately.

STATE OF NEW YORK)
) SS:
COUNTY OF COLUMBIA)

I, Jessica Thomas, Clerk of Village of Philmont, New York, do hereby certify that I have compared the foregoing copy of this Resolution with the original on file in my office, and that the same is a true and correct transcript of said original Resolution and of the whole thereof, as duly adopted by said **Village of Philmont** at a meeting duly called and held at the _____ on _____ by the required and necessary vote of the members to approve the Resolution.

WITNESS My Hand and the Official Seal on this _____ day of _____, 20 ____.

Jessica Thomas, Village Clerk
Village of Philmont

Unfinished Business and New Business: None.

Motion to adjourn –made by Trustee Detzel, 2nd by Trustee Gitterman. All Ayes, No Nays.

Adjournment 8:23

Respectfully Submitted,
Jessica Thomas
Clerk/Treasurer