

Village Board of Trustees
 Regular Meeting
 Tuesday, February 5, 2018

MAYOR TRAVER CALLED THE MEETING TO ORDER AT 7:00PM. AFTER ROLL CALL MAYOR TRAVER LED THOSE PRESENT IN THE PLEDGE OF ALLEGIANCE.

Roll Call	Trustee Williams, Trustee Carpenter, Trustee Conlon, Mayor Traver
Highway	Jeff Caprood
Police	Justin Derway
Code	Dave Armando
Attorney	Matthew F. Fuller
Public	Mike LaRose, Joe Austin, Shannon Sawyer, Jeannie Mullen, Dean Watkins, Tony Breeyear

THESE ARE NOT OFFICIALLY ADOPTED MINUTES AND ARE SUBJECT TO BOARD AND STAFF REVISIONS. ANY REVISIONS WILL APPEAR ON THE FOLLOWING MONTHS MINUTES AND WILL STATE SUCH APPROVAL OF SAID MINUTES.

MINUTES

A MOTION TO ACCEPT THE MONTHLY MEETING MINUTES FOR THE FOLLOWING DATES WAS MADE BY:
TRUSTEE CARPENTER, SECONDED BY **TRUSTEE CONLON**.
 Monthly VB Meeting, January 2, 2018
 Special VB Meeting, January 10, 2018

ALL AYES. MOTION CARRIED.

REPORTS

A MOTION TO ACCEPT THE FOLLOWING MONTHLY REPORTS WAS MADE BY:
TRUSTEE WILLIAMS, SECONDED BY **TRUSTEE CONLON**.
 Clerk/Treasurer, Code Enforcement, Highway, Groundskeeper, Police Chief, Water Superintendent and Justice Court.

ALL AYES. MOTION CARRIED.

AUDIT OF BILLS

ACCEPT THE AUDIT OF MONTHLY BILLS
 MOTION BY **TRUSTEE CARPENTER**, SECONDED BY **TRUSTEE CONLON**.

PAY BEFORE AUDIT #9		AUDIT #9			
General Fund	\$ 9,531.96	General Fund	\$ 40,970.23	HUD	\$ 4,500.00
Water Fund	\$ 6,391.89	Water Fund	\$ 6,786.74	Shared Svc	\$ 1,439.99
Air Stripper	\$ 3,180.45	Air Stripper	\$ 0.00		

RESOLUTIONS

RESOLUTION #74 OF 2017-2018
 EXPIRATION OF PRIVATE CARTER LICENSE, AB WASTE & REMOVAL
 MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE CARPENTER**, WHICH STATES:

WHEREAS, Chapter 71 of the Code of the Village of Fort Edward (the "Village") requires private carters in the Village to apply for, keep and maintain annually, a private carter license, and to pay the permit fee therefore; and

WHEREAS, the Board acknowledges that the private carter permit for AB Waste & Removal (hereby "the company") expired on December 31, 2017 and to date the company has failed to renew their annual license; and

WHEREAS, on January 25, 2018 Code Enforcement Officer David Armando sent a certified return receipt letter to the company informing them to remove all garbage and receptacles no later than February 2, 2018 and as of February 5, 2018 the company is in the process of complying with said request; and

NOW, THEREFORE BE IT RESOLVED, effective immediately the Board of Trustees hereby states that AB Waste & Removal is no longer authorized to do business as a private carter in the Village of Fort Edward for failure to pay the annual permit fee and for failure to comply with local law requirement.

ALL AYES. MOTION CARRIED.

RESOLUTION #75 OF 2017-2018

FINAL BAN PAYMENT, THORNWOOD DRIVE/COL. GLENN DRIVE WATER PROJECT
MOTION BY TRUSTEE CARPENTER, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby authorize final payment of a Bond Anticipation Note in the amount of **\$45,882.00** for the **THORNWOOD DRIVE/COL. GLENN DRIVE WATER PROJECT** within the Village of Fort Edward. The note was due and payable on or before February 3, 2018.

ALL AYES. MOTION CARRIED.

RESOLUTION #76 OF 2017-2018

DRAWDOWN REQUEST #7, SAFE ROUTES TO SCHOOL PROJECT, PIN #1759.58
MOTION BY TRUSTEE WILLIAMS, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, MJ Engineering has submitted a drawdown request in the amount of **\$10,760.00** for the above referenced project for the coverage period of October 21, 2017 to December 29, 2017 and said reimbursement has been approved by the Board of Trustees; and

WHEREAS, the grant money allocated to this project has been expended through previous drawdowns; and

NOW THEREFORE BE IT RESOLVED, the Board hereby approves the drawdown request and payment will be made through local funds previously secured by the Village.

ALL AYES. MOTION CARRIED.

RESOLUTION #77 OF 2017-2018

AUTHORIZATION TO PROCEED WITH RFP'S FOR GRANT ADMINISTRATION FOR 2018-2019
MOTION BY TRUSTEE CARPENTER, SECONDED BY TRUSTEE WILLIAMS, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby authorize the Mayor to seek Request for Proposals (RFP's) for grant writing and administration; and

WHEREAS, the Village of Fort Edward may consider applications for federal Community Development Block Grant (CDBG) Program funding through the New York State Office of Community Renewal (OCR), as well as other related or applicable federal and state funding resources provided through the State's Consolidated Funding Application (CFA) process or other application cycles during any of the next three years; and

WHEREAS, the Village may consider project activities eligible for specific CDBG funding including affordable housing (housing rehabilitation, homeownership, or housing development), and

NOW, THEREFORE BE IT RESOLVED, proposals are being sought from qualified Consultants who can assist the Village with activities required to submit grants for funding years 2018, 2019 and 2020. Proposals will be reviewed and evaluated on a scoring system to determine the overall most qualified applicant. Applications will be accepted beginning February 6, 2018 through 2:00pm February 28, 2018.

ALL AYES. MOTION CARRIED.

RESOLUTION #78 OF 2017-2018

STANDARD MEDICAL TESTING ANNUAL CONTRACT, 2018
MOTION BY TRUSTEE WILLIAMS, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby authorize the Mayor to enter into an agreement with Standard Medical Testing Services for the 2018 calendar year, for random drug and alcohol testing of required employees as defined by DOT rules and regulations outlined in section 49 CFR 40 entitled "Procedures for Transportation Workplace Drug and Alcohol Testing Programs"; and

NOW THEREFORE BE IT RESOLVED, this resolution is retroactive to January 1, 2018.

ALL AYES. MOTION CARRIED.

RESOLUTION #79 OF 2017-2018

AMEND WORKPLACE VIOLENCE POLICY
MOTION BY TRUSTEE WILLIAMS, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, the current Workplace Violence Policy was adopted on April 3, 2018 by Resolution #65 of 2017-2018 and after a review of the

policy by the Village's insurance company, and in effort to be compliant with current industry standards, the below policy hereby supersedes Resolution #65 of 2017-2018; and

NOW THEREFORE BE IT RESOLVED, the policy is effective immediately.

ALL AYES. MOTION CARRIED.

WORKPLACE VIOLENCE POLICY

SECTION 1. POLICY STATEMENT.

Village of Fort Edward has a long-standing commitment to promoting a safe and secure work environment for all its employees. All Village employees and elected Village Officials are expected to maintain a work environment free from violence, threats of harassment, intimidation or coercion including sexual harassment. While these behaviors are not prevalent in Village of Fort Edward's workplaces, no organization is immune.

This policy is designed to meet the requirements of NYS Labor Law 27b. The purpose of this policy is to address the issue of potential workplace violence, prevent workplace violence from occurring to the fullest extent possible, and set forth procedures to be followed when such violence has occurred

SECTION 2. SCOPE.

All Village employees, elected Village Officials, vendors, contractors, consultants, and others, who do business with the Village, whether in a Village facility or where official Village business is conducted, are covered by this policy. This policy also applies to other persons not affiliated with the Village, such as former employees and visitors. When employees have complaints about other employees, they should contact their immediate supervisor. If the complaint involves their immediate supervisor they should contact their department head and/or the Village Mayor. If the complaint involves the Mayor, they should contact any Village Trustee.

SECTION 3. ZERO TOLERANCE.

Violence, threats of violence, intimidation, harassment, coercion, or other threatening behavior towards people or property will not be tolerated. Complaints involving workplace violence or harassment will not be ignored and will be given the serious attention they deserve. Individuals who violate this policy may be removed from Village property and employees may be subject to disciplinary action up to and including termination, consistent with Village policies, rules and collective bargaining agreements, and/or referral to law enforcement authorities for criminal prosecution.

SECTION 4. DEFINITIONS.

Workplace violence is any behavior that is violent, threatens violence, coerces, harasses or intimidates others, interferes with an individual's legal rights of movement or expression, or disrupts the workplace, or the Village's ability to provide services to the public.

Examples of workplace violence include, but are not limited to:

- Disruptive behavior intended to disturb, interfere with or prevent normal work activities (such as yelling, using profanity, verbally abusing others, or waving arms and fists);
- Intentional physical contact for the purpose of causing harm (such as slapping, stabbing, punching, striking, shoving, or other physical attack);
- Menacing or threatening behavior (such as throwing objects, pounding on a desk or door, damaging property, stalking, or otherwise acting aggressively; or making oral or written statements specifically intended to frighten, coerce, or threaten) where a reasonable person would interrupt such behavior as constituting evidence of intent to cause harm to individuals or property;
- Stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment; and
- Possessing a weapon on Village premises or in a Village vehicle as further defined. (See Section 6 below)

Authorized Employee Representative is an employee authorized by the employees or the designated representative of an employee organization recognized or certified to represent the employees pursuant to Article 14 of the Civil Service Law.

SECTION 5. WORKPLACE RISK EVALUATION.

The Village, with the participation of the authorized employee representatives, has conducted evaluations of all departments and, subject to re-evaluation within 12 months hereafter, the Village determines that the following are some of the factors or situations in Village workplaces that might place employees at risk of occupational assaults and homicides:

- a. Employees working late night or early morning hours;
- b. Employees exchanging money with the public;
- c. Employees working alone or in small numbers;

- d. Uncontrolled access to the workplace;
- e. Areas of previous security problems;
- f. Working in public settings;
- g. Working in isolated work areas; and
- h. Working with clients or persons with a known history of violent behavior or behavior disorders.

SECTION 6. WORKPLACE SECURITY MEASURES.

In an effort to fulfill this commitment to a safe work environment for employees, customers, and visitors, a few simple rules have been created. These are:

- No weapons are permitted on Village occupied/owned buildings or vehicles. (*See Section 7 below*)
- Access to the Village's property before/after normal work hours will be subject to such security procedures as will be developed by Village management for each Village building or worksite. Such security procedures may include requiring sign in/sign out sheets for all persons entering or leaving the building after normal work hours. Additionally, any employee working other than his or her normal hours must inform a supervisor prior to doing so.
- Internal office entrance doors will be locked before/after normal work hours.
- Installation of surveillance equipment and/or alarm systems will be installed where deemed necessary and appropriate based upon an evaluation of Village-owned buildings and premises.
- All individuals who apply for or obtain a protective or restraining order which lists the Village locations as protected areas must provide a copy of the petition used to obtain the order, as well as a copy of the protective or restraining order which was granted, to their immediate supervisor or the designated representative(s) listed below.
- Workplace Violence Response Procedures specific to work areas detailing appropriate action and contact information will be posted and circulated.
- Village management and Authorized Employee Representative will conduct periodic reviews of the security measures involving use of Village premises.

SECTION 7. ALL WEAPONS BANNED.

The Village of Fort Edward specifically prohibits any employee from bearing or having in his or her possession, either openly or concealed, any firearm, gun explosive device or substance, lethal or debilitating chemical or gas, or any dangerous or deadly weapon or instrument of any description, including, but not limited to a handgun, pistol, target pistol, revolver, rifle, shotgun, dangerous knife, dagger, dirk, razor, stiletto, imitation pistol or other items defined by the Penal Law of the State of New York, while entering into or while being present in any building and/or vehicles owned, leased or operated by or for the Village of Fort Edward.

This ban includes keeping or transporting a weapon in a vehicle in a parking area, whether public or private. Employees are also prohibited from carrying a weapon while performing their duties off the Village's business premise(s).

This policy shall not apply to any authorized peace officer or police officer, as defined in the New York State Criminal Procedure Law, or any authorized official of the Village, State or Federal Government. This exemption being limited, however, to such times when the official duties of such an authorized officer or official cause him or her to be present in any building owned, leased or occupied by the Village of Fort Edward.

Employees who violate this policy shall be subject to disciplinary action, up to and including termination.

SECTION 8. EDUCATION & TRAINING.

The Village is responsible for the dissemination and enforcement of this policy as described herein, as well as for providing opportunities for training in the prevention and awareness of workplace violence. A copy of this Workplace Violence Program and/or an incident report form will be made available to all Village employees by contacting Village Mayor's Office. As part of its commitment to preventing workplace violence, the Village has established training programs for all employees. All employees will be required to attend this training at least once each year. All new employees will receive training as part of their new employee orientation training.

SECTION 9. INSPECTIONS.

Desks, telephones, computers, fax machines, and mail systems, including e-mail are the property of the Village and are intended for business use only. Employees are reminded that they have no expectation of, or right to privacy in connection with any of these systems.

Management reserves the right to enter or inspect your work area including, but not limited to, desks, computers, hard drives, e-mails, computer storage disks and storage media of whatever form or format, with or without notice. Any private conversations overheard or private messages retrieved that constitute threats against other individuals can and will be grounds for disciplinary action up to and including termination.

SECTION 10. REPORTING OF INCIDENTS.

1. General Reporting Responsibilities: Incidents of workplace violence, threats of workplace violence, or observations of workplace violence are not to be ignored by any Village employee or elected official, Workplace violence should promptly be reported using the threat summary form to be made available to each department head Additionally, Village employees and elected officials are encouraged to report behavior that they reasonably believe poses a potential for workplace violence as defined in this policy. It is important that all employees and elected officials take this responsibility seriously to effectively maintain a safe working environment.
2. Imminent or Actual Violence: Any person experiencing or witnessing imminent danger or actual violence involving weapons or personal injury should call 911 immediately!
3. Commitment of a Crime: All individuals who believe a crime has been committed against them have the right, and are encouraged, to report the incident to the appropriate law enforcement agency.
4. Sexual Harassment: Employees who have complaints of sexual harassment by anyone at work, including any supervisors, co-employees, or visitors, are urged to report such conduct so that the Village may investigate and resolve the problem Employees may bring such matters to the direct attention of their supervisor, or directly to the Village Mayor. (See, Anti-Harassment Policy for further information).
5. False Reports: Employees and elected officials who make false and malicious complaints of workplace violence or sexual harassment, as opposed to complaints which, even if erroneous, are made in good faith, will be subject to disciplinary action up to and including termination and/or referral to law enforcement authorities as appropriate

SECTION 11. INCIDENT MANAGEMENT.

In the event of a major workplace incident that affects, or has the potential to affect, the mental health of our workforce, we will provide initial counseling and support services to you and your immediate family members.

As the crisis passes and support systems are put into place for individuals affected by the incident, the Village will make every effort to return to normal business operations. A reasonable effort will be made to notify employees, customers, clients, and others who need to know of the status of business operations will be made to communicate through the news media and other available resources.

SECTION 12. REPORTS TO THE DEPARTMENT OF LABOR.

Any employee or representative of employees who believes that a serious violation of a workplace violence protection program exists or that an imminent danger exists shall bring such matter to the attention of the employee's department head and/or the Village Mayor in the form of a written notice and shall afford the Village a reasonable opportunity to correct such activity, policy or practice.

If following a referral of such matter to the employee's department head and/or the Village Mayor's attention and after a reasonable opportunity to correct such activity, policy or practice the matter has not been resolved and the employee or representative of employees still believes that a violation of a workplace violence prevention program remains, or that an imminent danger exists, such employee or representative of employees may request an inspection by the Department of Labor by giving notice to the Commissioner of Labor of such violation or danger in writing and in accordance with the Commissioner's rules and regulations regarding such requests.

SECTION 13. NO RETALIATION.

The Village of Fort Edward strictly prohibits retaliation in any form against any employee who has (1) reported an alleged serious violation to a supervisor (2) requested an inspection by the Department of Labor officials or (3) accompanied the Department of Labor officials during the inspection. In addition, it is the responsibility of the Village of Fort Edward to take appropriate disciplinary action up to and including termination against any employee or official whose actions are retaliatory in nature.

SECTION 21. EFFECTIVE DATE.

This code takes effect on February 5, 2018.

Adopted	<u>04/03/2017</u>		
Renewed	<u>02/05/2018</u>	<input checked="" type="checkbox"/> with changes	<input type="checkbox"/> without changes
Renewed	_____	<input type="checkbox"/> with changes	<input type="checkbox"/> without changes
Renewed	_____	<input type="checkbox"/> with changes	<input type="checkbox"/> without changes

RESOLUTION #80 OF 2017-2018

APPOINTMENT OF ELECTION INSPECTORS FOR MARCH 20, 2018 VILLAGE GENERAL ELECTION
MOTION BY TRUSTEE CARPENTER, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby appoint the following people to work the March 20, 2018 Village Election from the hours of 12:00-9:00 at a rate of pay of \$10.50/hour for up to 10 hours; and

Republican Inspectors

William Ernst
Richard Grant

Democratic Inspectors

Patricia Carpenter
Marcia Corriveau

THEREFORE BE IT RESOLVED, village elections are handled by Washington County Board of Elections.

ALL AYES. MOTION CARRIED.

RESOLUTION #81 OF 2017-2018

ACCEPT THE RESIGNATION OF CROSSING GUARD, BOB TRAINOR
MOTION BY TRUSTEE CONLON, SECONDED BY TRUSTEE WILLIAMS, WHICH STATES:

WHEREAS, Mr. Robert Trainor was hired as a Crossing Guard on October 3, 2011 by Resolution #28 of 2011-2012; and

WHEREAS, after spending six (6) years serving the many youth and parents at Fort Edward School as a reliable crossing guard, Bob has retired his position; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees does hereby thank Bob for his service to the community and further appreciates his commitment and diligence in keeping our children safe. We wholeheartedly wish Bob a happy, well-deserved, retirement.

ALL AYES. MOTION CARRIED.

RESOLUTION #82 OF 2017-2018

APPOINTMENT OF CROSSING GUARD, MIKE LAROSE
MOTION BY TRUSTEE CARPENTER, SECONDED BY TRUSTEE WILLIAMS, WHICH STATES:

WHEREAS, Mr. Mike LaRose has made application to the Fort Edward Police Department for the position of a Part Time Crossing Guard; and

WHEREAS, after a review of proper documentation, an interview and the appropriate background and/or reference checks were conducted, Chief Derway has recommended the hiring of Mr. LaRose; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees does hereby approve the hiring of Mr. Mike LaRose as a Part Time Crossing Guard at a rate of \$12.00/hour and said hiring is effective immediately.

ALL AYES. MOTION CARRIED.

RESOLUTION #83 OF 2017-2018

RESIGNATION OF PART TIME PATROLMAN, RYAN BUELL
MOTION BY TRUSTEE WILLIAMS, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, Ryan Buell was hired as a part time patrolman for the Police Department on January 2, 2018 by resolution number 71 of 2017-2018; and

WHEREAS, the Fort Edward Village Board does hereby accept the resignation of Mr. Buell and extends their appreciation to him for his service to the Village of Fort Edward, and

NOW, THEREFORE BE IT RESOLVED, this resignation is effective immediately.

ALL AYES. MOTION CARRIED.

RESOLUTION #84 OF 2017-2018

RESIGNATION OF PART TIME PATROLMAN, VANESSA WOOD
MOTION BY TRUSTEE WILLIAMS, SECONDED BY TRUSTEE CONLON, WHICH STATES:

WHEREAS, Vanessa Wood was hired as a part time patrolman for the Police Department on February 24, 2016 by resolution number 55 of

2015-2016; and

WHEREAS, the Fort Edward Village Board does hereby accept the resignation of Ms. Wood and extends their appreciation to her for her service to the Village of Fort Edward, and

NOW, THEREFORE BE IT RESOLVED, this resignation is effective immediately.

ALL AYES. MOTION CARRIED.

RESOLUTION #85 OF 2017-2018

HIRE PT PATROLMAN, MICHAEL SQUIRES

MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE CONLON**, WHICH STATES:

WHEREAS, Mr. Michael Squires has made application to the Fort Edward Police Department for the position of a Part Time Patrolman; and

WHEREAS, after a review of proper documentation, an interview and the appropriate background and reference checks were conducted Chief Derway has recommended the hiring of Mr. Squires; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees does hereby approve the hiring of Mr. Michael Squires as a Part Time Patrolman at a rate of \$15.00/hour and said hiring is effective immediately.

ALL AYES. MOTION CARRIED.

RESOLUTION #86 OF 2017-2018

RESIGNATION OF PART TIME PATROLMAN, VANESSA WOOD

MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE CONLON**, WHICH STATES:

WHEREAS, on May 30, 2017 the Village Board of Trustees (the "Board") adopted Resolution 88 of 2016-2017 for the acquisition of 13 Washington Street, parcel ID 163.18-1-21 (the "Property") from Wells Fargo; and

WHEREAS; during the transfer of property from Wells Fargo to the Village, Wells Fargo gave the Village \$25,000 towards the remediation of said property and the money was deposited into the General Fund Miscellaneous Revenue appropriation code (A0.2770.000); and

NOW, THEREFORE BE IT RESOLVED, the total cost of demolition is \$13,900. The Board does hereby authorize a transfer of **\$10,950.04** from Miscellaneous Revenue (A0.2770.000) to the Community Beautification (A0.8510.400) to cover a portion of the cost of demolition. The balance of the invoice is **\$2,949.96** and will be paid by appropriation code A0.5110.400; and

FROM AC # (DEBIT)	ACCOUNT NAME	ACCOUNT TYPE	AMOUNT	TO AC # (CREDIT)	ACCOUNT NAME	ACCOUNT TYPE	REASON
A0.2770.000	Miscellaneous Revenue	Revenue	\$10,950.04	A0.8510.400	Community Beautification	Contractual	Demolition

BE IT FURTHER RESOLVED, this resolution will take effect immediately.

ALL AYES. MOTION CARRIED.

RESOLUTION #87 OF 2017-2018

AUTHORIZE THE TRANSFER OF MONEY WITHIN THE GENERAL FUND

MOTION BY **TRUSTEE WILLIAMS**, SECONDED BY **TRUSTEE CONLON**, WHICH STATES:

WHEREAS, the appropriation line known as Infrastructure, A0.5110.41, was budgeted \$7,000.00 for the fiscal year 2017-2018 and as of January 2018 this line item has been fully expended; and

NOW, THEREFORE BE IT RESOLVED, the Village Board does hereby authorize the transfer of \$2,000.00 from the Contingent appropriation code (A0.1990.400) to the Infrastructure appropriation code as stated above; and

FROM ACCOUNT # (DEBIT)	ACCOUNT NAME	ACCOUNT TYPE	AMOUNT	TO ACCOUNT # (CREDIT)	ACCOUNT NAME	ACCOUNT TYPE
A0.1990.400	Contingent	Appropriation	\$2,000.00	A0.5110.410	Infrastructure	Contractual

BE IT FURTHER RESOLVED, this resolution will take effect immediately.

ALL AYES. MOTION CARRIED.

OTHER BUSINESS

AB WASTE

GARBAGE HAULER

Mayor Traver told the Board that AB Waste choose not to renew the annual garbage hauler license. In addition, there have been multiple, ongoing issues with AB Waste; failure to adhere to the required pick up schedule and leaving receptacles at a customer's location for weeks at a time and not emptying the canisters. Because AB Waste failed to comply with the local law, Code Enforcement Officer Dave Armando sent Mr. Austin notification that AB Waste is no longer authorized to conduct business in the village. In addition, all canisters and garbage are to be removed. Should AB Waste fail to remove the garbage and canisters, the DPW will do so. In addition, the Village will store the canisters until the company pays for any work that the Village does. Mr. Austin apologized to the Board saying it was never his intent to have the business be in this situation. He stated that he is in the process of emptying and collecting canisters. The Board thanked Mr. Austin for attending the meeting. Mayor Traver reminded him that, in the future, he can only operate a garbage hauler business in the village by going through the required process.

SAFE ROUTES TO SCHOOL, SRTS PIN 1759.58

The previously approved drawdowns have been submitted to the State and the Village is waiting for payment. At this time the grant money has been expended and future drawdowns will come from local funds previously secured by the Village. The contractor has to come back in the spring and finish up final landscaping. There is about \$15k dollars held back for this work.

PHASE IV/WATER AND SEWER LINE REPLACEMENT

Mayor Traver updated the board. Substantial completion was scheduled for 10/31/17, however the contractor didn't wrap up until the first week of December. Therefore the line item for construction inspection oversight went way over budget. Chazen has submitted a Technical Service Change Order (TSCO#1) and to date this hasn't been approved. Mayor Traver is in discussion with Chazen to see what concessions they will make. American Evergreen has made financial concessions and are reflected in Change Order #4 which was signed by Mayor Traver on January 29, 2018. The contractor still needs to provide a work schedule for Liberty Street. During this time when water lines are being installed, construction inspection oversight will be needed however this service will not be necessary for site restoration.

13 WASHINGTON STREET

Demolition of 13 Washington Street is complete. In the spring the site will be leveled with topsoil. Should the Village consider selling this lot, letters of interest were sent to the owners of both 11 and 15 Washington Street. This letter was sent to simply gauge potential interest. If the Village would like to pursue selling this property, Attorney Fuller would assist in the process to ensure the proper procedure is followed.

STREET DEPARTMENT

The new 2017 Ariens Snow Blower arrived in time for the snowstorm on Sunday. It is being used on narrow sections of sidewalk on Broadway and under the trestle.

FACILITY USE PERMIT

A facility use permit was submitted on behalf of the North Country Wildcats, girls travel softball league. The request was to use the Mullen Park fields for softball practices for the 2018 season. Mr. Shannon Sawyer informed the board the organization is looking for a place to practice. All home games are held at the Dome. The season starts on April 29-July and September-October. Mayor Traver asked Clerk Lyons to reach out to the school and the youth softball, football and soccer organizations to see if they have practice and games schedules. The Board will add this Use Permit Request to the March monthly meeting.

POLICE DEPARTMENT DASNY GRANT

The Police Department was given an Dormitory Authority of the State of New York (DASNY) grant in the amount of \$150K. The board discussed that reimbursement process with DASNY typically takes about three years. If the Village was to accept this grant, a 5 year BAN would need to be secured and the annual payment of principal and interest would need to be made out the PD budget. This grant and the details of payment will need to be discussed during the upcoming budget season.

CENTER/ROGER STREET REPAIRS

IN CONJUNCTION WITH THE WASHINGTON COUNTY SEWER DISTRICT II

In June 2017 the Sewer District needed to make emergency repairs on Center and Roger Street. During this process the Sewer District replaced a hydrant and valves and added a shut off valve to the East/Roger Street water line. The Sewer District is billing the Village for time/equipment on June 19, 2017, for the hydrant and valves and for 84 sq. ft. of paving, for a total cost of \$10,667.23.

BUDGET CALENDAR

A budget calendar was given to the Board. This will be the temporary calendar until it is finalized at the March meeting.

UPDATES

PARKING LOCAL LAW

Attorney Fuller is going to pull together all of the parking legislation and incorporate into one updated parking local law.

GENERAL ELECTRIC REARDON BROOK AIR STRIPPER

On Tuesday, February 6h, Mayor Traver and Attorney Fuller are scheduled to meet with John Uruskyj, General Electric and Paul Hare, O'Brien and Gere to discuss the upcoming transition, as General Electric will take back daily oversight of the Air Stripper.

CABLE FRANCHISE RENEWAL

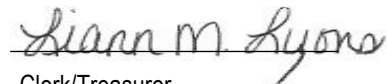
No new information to report.

MAYOR TRAVER

- CHIPS reimbursement for Notre Dame Street was sent in today and payment will be made by March 16th.
- The Water District II contract has expired. Mayor Traver has reached out to both Supervisor Middleton and Attorney Fuller to discuss.
- Village Election is on March 20, 2018 and is on track.
- Canal Street Marketplace Grant- Canal Corp deposited \$26,883.00 into the General Fund for what seems to be a partial payment from the final drawdown request made last February. The payment is short \$17K from the actual request. Jim Thatcher is going to look into this further.
- The Village has reached out to David Allen Miller from the Albany Symphony in regards to the possible upcoming summer series. To date Mr. Miller hasn't returned calls. Mayor Traver will try to contact him tomorrow.

There being no further business, at 8:30pm, a motion to close the meeting was made by **Trustee Carpenter**, seconded by **Trustee Conlon**. All ayes. Motion carried.

Respectfully Submitted,



Clerk/Treasurer

Dated: February 5, 2018