

MAYOR TRAVER CALLED THE MEETING TO ORDER AT 7:00PM and led those present in the Pledge of Allegiance.

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|-----------|---|
| Roll Call | Trustee Carpenter, Trustee Boucher, Trustee Perry, Mayor Traver. ABSENT: Trustee Williams |
| Highway | Bryan Etu |
| Police | Justin Derway |
| Code | Dave Armando |
| Attorney | Matthew F. Fuller |
| Public | Jeanie Mullen, Amy Stumvoll, Gladys McCarty, Joe McCarty |

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 **Boucher**.

| Approval of Minutes | VB Monthly Mtg. | April 2, 2018 | VB Special Mtg. | April 12, 2018 |
|---------------------|----------------------|---------------|-----------------|----------------|
| | VB Organization Mtg. | April 2, 2018 | | |

ALL AYES. MOTION CARRIED.

REPORTS

A MOTION TO ACCEPT THE FOLLOWING MONTHLY REPORTS WAS MADE BY: Trustee **Perry**, SECONDED BY Trustee **Carpenter**.

Clerk/Treasurer, Village Justice, Police Chief, Street and Water Department, Groundskeeper, Code Enforcement.

ALL AYES. MOTION CARRIED.

AUDIT OF BILLS

Accept the Audit of Monthly Bills

MOTION BY Trustee **Carpenter**, SECONDED BY Trustee **Boucher**.

| Pay Before Audit #11 | | Audit #11 | | | |
|---------------------------|--------------|--------------|--------------|----------------------------------|--------------|
| General Fund ¹ | \$ 75,177.85 | General Fund | \$ 14,220.15 | Phase IV (Grant \$) | \$ 43,131.00 |
| Water Fund | \$ 3,675.10 | Water Fund | \$ 4,294.87 | Phase IV (Cumbly's) ² | \$ 3,367.85 |
| Air Stripper | \$ N/A | Air Stripper | \$ N/A | HUD | \$ 550.00 |

1= CHIPS Payment / 2= Chazen Invoice #103233 & #105346

ALL AYES. MOTION CARRIED.

RESOLUTIONS

RESOLUTION #116 OF 2017-2018

Resignation of FT Patrolman, Anthony Breeyear

MOTION BY Trustee **Boucher**, SECONDED BY Trustee **Carpenter**, WHICH STATES:

WHEREAS, Anthony Breeyear was hired as a full time patrolman for the Police Department on August 4, 2014 by resolution number 18 of 2014-2015; and

WHEREAS, the Fort Edward Village Board does hereby accept the resignation of Mr. Breeyear effective May 8, 2018 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 #117 OF 2017-2018

Hire PT Patrolman, Anthony Breeyear

MOTION BY Trustee **Boucher**, SECONDED BY Trustee **Perry**, WHICH STATES:

WHEREAS, Anthony Breeyear has request to remain employed by the FE Police Department in the position of a Part Time Patrolman; and

WHEREAS, Chief Derway has recommended continuing Mr. Breeyear's employment; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees does hereby approve hiring Mr. Breeyear as a Part Time Patrolman at a rate of \$15.00/hour, contingent on approval from his employer, Warren County Sheriff's Department.

ALL AYES. MOTION CARRIED.

RESOLUTION #118 OF 2017-2018

Transfer Money from Savings Account to General Fund, Phase IV Engineering
MOTION BY Trustee **Perry**, SECONDED BY Trustee **Carpenter**, WHICH STATES:

WHEREAS, the Fort Edward Village Board previously approved partial payment of Chazen invoice #0103233 issued for Phase IV engineering services; and

WHEREAS, the total invoice was \$6,438.41 and the village made payment of \$5,167.46 which exhausted the engineering line item of the budget; and

NOW THEREFORE BE IT RESOLVED, the Fort Edward Village Board does hereby approve final payment of this invoice in the amount of \$1,270.95 using funds from the Cumberland Farms settlement money the Village received in October 2014.

ALL AYES. MOTION CARRIED.

1 RESOLUTION #119 OF 2017-2018

To Authorize & Support an Application for 2018 CDBG Funding
MOTION BY Trustee **Boucher**, SECONDED BY Trustee **Perry**, WHICH STATES:

WHEREAS, the Village of Fort Edward does hereby hire Jim Thatcher from CT Male Associates to prepare and distribute an income survey for McCrea, River, and Brightwood Streets at an amount not to exceed \$550.00; and

WHEREAS, the Village has an interest in completing water line replacement and related infrastructure upgrades on the above listed streets and the 2018 round of NYS CDBG Infrastructure offers grant funds for hard and soft costs associated with water, sewer, and storm water projects for income qualified areas; and

WHEREAS, this work would coincide with the sewer relocation and replacement work planned by the Washington County Sewer District II; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees does hereby authorize Jim Thatcher to prepare an application, for what would be considered Phase V, for 2018 CDBG funding at a total cost not to exceed \$5,500.00; and

BE IT FURTHER RESOLVED, a public hearing to discuss this application is required as part of the CDBG process is hereby scheduled for Monday, June 4, 2018 at 6:45pm.

ALL AYES. MOTION CARRIED.

RESOLUTION #120 OF 2017-2018

Approval of Invoices Related to Phase IV, Safe Water Improvement Program Water Main Replacement & Sewer Separation Project, Drawdown #9 & Use of Settlement Money
MOTION BY Trustee **Carpenter**, SECONDED BY Trustee **Boucher**, WHICH STATES:

WHEREAS, the above referenced project has incurred project related expenses in the amount of **\$45,227.90** and are broken down as follows:

| | | | | |
|------------|-------------------|--------------------|--------------|------------------------------------|
| Chazen* | 02/24/18-03/03/18 | \$ 2,096.90 | Engineering | paid with Cumberland Farms Money |
| CT Male | 01/01/18-01/27/18 | \$ 1,065.00 | Grant Admin | paid with GRANT Money, Drawdown #9 |
| Contractor | 03/26/18-03/30/18 | \$42,066.00 | Construction | paid with GRANT Money, Drawdown #9 |

WHEREAS, the invoices pertaining to said expenses have been audited by the Village Board of Trustees at the May 7, 2018 meeting; and

NOW THEREFORE BE IT RESOLVED, the Board hereby authorizes the designated Trustees to execute the "Public Infrastructure/Facility Request for Funds" form; and

BE IT FURTHER RESOLVED, the Board directs the Clerk to forward the executed form(s) and appropriate documentation to the NYS Office of Community Renewal; and

BE IT FURTHER RESOLVED, payment of the Chazen invoice for engineering services in the amount of **\$2,096.90** will be paid using funds from the Cumberland Farms settlement money the Village received in October 2014.

ALL AYES. MOTION CARRIED.

RESOLUTION #121 OF 2017-2018

Facility Use Permit, FE Library to Use Marketplace

MOTION BY Trustee **Perry**, SECONDED BY Trustee **Carpenter**, WHICH STATES:

WHEREAS, the Fort Edward Village Board does hereby acknowledge receipt of the Facility Use Permit and supporting documentation from the Fort Edward Library; and

WHEREAS, Library is putting on a theatrical production and requesting the use of the Marketplace on Sundays, June 3-24 from 4:00-8:00pm and on Sunday, May 20, 2018 for rehearsals from 2:00-7:30pm; and

NOW THEREFORE BE IT RESOLVED, the Fort Edward Village Board does hereby authorize the FE Library the use of the Canal Street Marketplace as stated above.

ALL AYES. MOTION CARRIED.

RESOLUTION #122 OF 2017-2018

30-Day Notice, NYS Liquor Authority, Stumpy's Pizzeria

MOTION BY Trustee **Carpenter**, SECONDED BY Trustee **Boucher**, WHICH STATES:

WHEREAS, Amy Stumvoll owner and operator of Stumpy's Pizzeria located at 165 Broadway has presented a standardized notice form which provides the Village of Fort Edward a 30 Day Advanced Notice that Stumpy's Pizzeria will make application to NYS Liquor Authority for a wine, beer & cider license; and

WHEREAS, the 30-day advance notice requirement is intended to provide local municipalities and community board with an opportunity to make their view know to the State Liquor Authority; and

NOW THEREFORE BE IT RESOLVED, the Fort Edward Village Board acknowledges receipt of this document and agrees to waive the 30-day wait period.

ALL AYES. MOTION CARRIED.

2 RESOLUTION #123 OF 2017-2018

Resolution Introducing Proposed Local Law Regulating Fire Insurance Claims in the Village of Fort Edward

MOTION BY Trustee **Carpenter**, SECONDED BY Trustee **Boucher**, WHICH STATES:

WHEREAS, the Village Board of the Village of Fort Edward (the "Village Board") has considered introducing to the Village of Fort Edward (the "Village") a Local Law regulating Fire Insurance Claims in the Village pursuant to General Municipal Law § 22, which gives the Village the authority to make claims against fire insurance policy proceeds for liens for taxes, special ad valorem levies, special assessments and municipal charges and debts incurred by the Village for properties impacted by fire; and

WHEREAS, in order to promote public health, safety and welfare of the community with the Village of Fort Edward (the "Village") the Village has determined that it is in the public interest to adopt a local law concerning regulating fire insurance proceeds in the Village; and

WHEREAS, a proposed local law concerning the regulation of fire insurance claims in the Village has been drafted; and

WHEREAS, the Board of Trustees wishes to hold a public hearing concerning the proposed local law concerning the regulation of fire insurance claims in the Village.

NOW, THEREFORE BE IT RESOLVED, that the proposed local law concerning the regulation of fire insurance claims in the Village is hereby accepted for introduction to the Board of Trustees; and be it further

RESOLVED, that the consideration and proposed adoption of this Local Law is an action under the New York State Environmental Quality Review Act (SEQRA). The Board of Trustees hereby declares that the action is a Type II action pursuant to 6 NYCRR 617 et. seq; and be it further

RESOLVED, that a public hearing shall be scheduled for the consideration of this proposed local law to be held by the Board of Trustees on

June 4 2018 at 6:30pm at the Village offices; and be it further

RESOLVED, that the Village Clerk is direct to post and publish a notice of said public hearing in the *Post Star* at least five (5) days before the hearing.

RESOLVED, that this resolution shall take effect immediately.

ALL AYES. MOTION CARRIED.

PUBLIC COMMENTS

AMY STUMVOLL
165 Broadway

Amy approached the Board to discuss the possibility of her purchasing 152 Broadway and then demolishing the garage down at 152 Broadway and turning that space into a parking lot for her pizzeria. The Board discussed and this generated into a general conversation about parking in downtown.

GLADYS & JOE McCARTY
6 Bascom Drive

Mr. McCarty asked when the sweeper would be on Bascom Drive. Superintendent Etu said the sweeper has been out for the last few weeks, started at the end of the village and is working its way up top.

Mrs. McCarty asked if code enforcement would take a look at the houses on Bascom Drive. There are unregistered vehicles, homes that have cars parked on front lawns, and stuff scattered around. Mayor Traver asked Dave Armando to take a look at the street to see if there are any violations that need to be addressed.

OTHER BUSINESS

13 WASHINGTON STREET

Mayor Traver asked Attorney Fuller what the next steps are to move forward with the transfer of this property. A discussion was held and Attorney Fuller said he would follow up with the Mayor on the next steps of this process.

APEX SOLAR

Mayor Traver stated that the Village will move forward with applying for this grant and the vendor, Apex Solar, will be treated as a "professional service" as far as procurement is concerned.

VILLAGE HISTORIAN REPORT

Paul McCarty, Village Historian

Paul presented the Board with an example of a sign that he would like put in the Yacht Basin acknowledging Glens Falls National Bank's contribution of property that they donated to the Village for use in the Yacht Basin project. Paul explained that a member of the Wing family founded the bank in 1851 and the Wing family owned this until cc: 1927 when a group of local residents purchased the bank. Mr. Hill was one of the investors. The current location of the downtown bank is on the original sight of the Wing Bank. The Fort Edward branch was the first branch acquired by GFNB. The Wing family was also instrumental in founding the GFNB. Because part of Mr. Hill's heritage involves the bank, the Hill Fund from SUNY Adirondack (Adirondack Community College) was willing to cover the cost of this project. As such, the sign will detail a significant portion of the Wings' involvement in the community. Paul stated he will research locations for the sign and communicate with the Mayor Traver and Trustee Williams on the final location. Mayor Traver said the DPW will help with the installation of the sign.

ST. JOSEPH'S CHURCH

Gayle Smith (*in an email dated 04/30/18*)

I am writing on behalf of St. Joseph's Church on Broadway. We will be celebrating 150 years in 2019. As we plan our celebration, I was wondering if we could have a banner over Broadway from August 1 to September 19. It would say something like: Celebrating 150 Years. St. Joseph's Roman Catholic Church. Anniversary Mass and Celebration- Sunday, September 15 - 1:00 p.m.

We are still working on exact wording, but something like the above. Please let me know if this is possible and who the contact would be so we can, if approved, coordinate any "technical" requirements such as size, grommets, etc. Thank you!

The Board briefly discussed the request from St. Joseph's Church, agreed there wasn't an issue with the Church hanging a banner across Broadway in celebration of their 150 year anniversary and suggested that they reach out to the FE Fire Department to see if they would assist in putting the banner up and taking the banner down as the Village doesn't have the means to be able to do this.

DEPARTMENT OF PUBLIC WORKS
Bryan Etu, DPW Superintendent

| | |
|-----------------|--|
| F350 Ford | The new truck is here and it will be a great addition to the fleet. Running boards will be installed. |
| Memorial Day | The department is working on getting the Village ready for Memorial Day. |
| Broadway Pavers | Bryan has touched base with Triple G Landscaping to begin the preventative maintenance process on the pavers. To ensure weeds don't get out of control, the company will begin the process earlier this year. Spraying the pavers for weeds is cost effective and saved the department hours of labor last summer. |
| Towpath Road | The Board discussed this road, saying it's breaking down from the constant truck traffic in the industrial park. It was last paved several years ago. Mayor Traver asked Superintendent Etu to get a quote on the cost of paving. |
| Trees | This past weekend the storm took down a branch on a tree at the corner of Center and Baldwin. A discussion was held and the department will reach out to a tree removal company to assess the viability of the tree. |
| Sweeping | The sweeper was out early this year. The department started at the bottom of the hill and is moving up towards Hillview and Bascom. |

SAFE ROUTES TO SCHOOL

Mark Riordan, MJ Engineering *(in an email dated May 3, 2018)*

I will be meeting with Todd Paton of Cutting Edge Group on Tuesday (5/8/18) morning to discuss what work there is to clean up after the winter, including a little top soiling where there has been settlement and more seeding. I would expect the work will be completed soon after.

Mayor Traver asked Bryan to walk the project area with Mark.

PHASE IV, WATERLINE REPLACEMENT PROJECT

Jim Thatcher, CT Male *(in an email dated May 4, 2018)*

For the active Phase 4 Project, I am continuing to assist the Village with Drawdowns, fiscal management, any needed Budget Modifications, and Labor Standards Compliance as the Contractor hopefully wraps up by the end of May.

Mike Clark, Chazen *(in an email dated May 6, 2018)*

As of Friday 5/4/2018 the status of the **PHASE IV** work is:

- All water main, valves and appurtenances installed and in service. All services connected.
- For the entire project, 4 additional water services were discovered and connected (over contract quantity). Some residences had multiple services
- All sanitary and storm sewer in place and in service, including all structures. All sewer laterals connected.
- 6 additional sewer laterals we discovered and connected
- Liberty and Keating Streets curb placed Friday 5/4
- Liberty Street boxed for paving.
- Sidewalk in front of 13 Washington Street boxed – sidewalk was not placed last fall in anticipation of demolition
- Paving of Liberty Street is scheduled for 5/14 per American Evergreen.
- Sidewalk of Southside Liberty Street, corner of Keating, and radius of 13 Washington Street expected to be completed before paving
- American Evergreen has requested an extension of time for final completion to May 30, 2018 to accomplish additional sidewalk.

PHASE V, 2018 CDBG PROJECT

Jim Thatcher, CT Male *(in an email dated May 4, 2018)*

I have attached a Proposal to write a **2018 CDBG Application** for water line and related infrastructure along McCrea Street, as we have been discussing for several weeks and as the Income Survey is going on in that neighborhood. This would help the Village complete its water line work in conjunction with the WCSD Project to relocate its sewer line from Irving property and solve a lot of other sewer and water issues in Little Canada.

The Proposal is just for application preparation to keep things simple; the cost is \$5,500 (same as I have always charged for CDBG), and the deadline is July 27, 2018 as part of the CFA process. If Matt F. needs to review the Contract, that is fine.

If the Board wants to pursue, or even if they want to table the proposal, they should set up a Public Hearing for next month (June), which would be required if the Village submits a CDBG application this year....so the Hearing is good to get scheduled either way.

¹ Prior to moving forward adopting Resolution #119, the Board discussed the 2018 CDBG Funding. This process goes through the NYS Consolidated Funding Application (CFA). Applications are due in July and award notifications are typically made around November. Previous Phases I through IV have been awarded through the CFA process. Award amounts can be up to \$950k dollars, depending on the application.

If awarded, this phase of infrastructure improvements will coincide with the sewer replacement project by Washington County Sewer District II.

140 BROADWAY

Mike Clark, Chazen (in an email dated May 6, 2018)

I just spoke with Randy Bascomb of R&B Construction regarding the overhang and rubber roof membrane at 140 Broadway. He assured me he and his crew would examine it ASAP and make repairs if necessary. If you recall, Dave Armando said that their appeared to be one spot where water was bypassing the seam between the roof membrane and the new membrane of the new overhang. It would not surprise me if a section of the seam did not bond well, given that temperatures were not ideal at the time it was installed. Repair is relatively easy.

CANAL STREET MARKETPLACE DRAWDOWN

Jim Thatcher, CT Male (in an email dated May 4, 2018)

I am working with John Wimbush of NYS-DOS to provide requested project information to enable DOS to prepare and process a Budget Amendment so that they can match final project costs submitted with a final Budget, in order to process the final reimbursement request. DOS is preparing the Budget Amendment, and I have supplied all info requested as of early April, when Mr. Wimbush was able to focus time on this project after the bulk of other priorities at DOS had subsided.

In terms of the NYS Canal Corporation, I have requested an accounting for the payment of \$26,883 received by the Village earlier this year to determine why there remains a balance of \$12,809.78 that appears to be available to reimburse for additional Construction (only) Costs. There was an earlier adjustment to the Canal Corp. budget to not reimburse for certain "admin" costs which had exceeded 10% of the total grant award, but the balance of funds remaining appears to be eligible if sufficient construction costs are (or were) documented. I am dealing with Sharon Leighton to figure out the accounting of this more recent payment to the Village. The Canal Corp. is down staff these days, and they have also moved from the Thruway Authority to the NYS Power Authority, so their record-keeping seems to be behind during the inter-agency transition, unfortunately.

HAZEN MS4 PROCESS

MS4 Annual Report Update

Ricky Adams (Email dated 03/30/18)

We have completed the front end, general, items but specific quantities and items are still needed so we can complete a draft report. The highway/water department is up to date. We will contact them directly and setup a meeting to get the remaining items needed. We are on schedule to meet the DEC deadline. Similar to last year, once the draft report is completed I will coordinate with your office to ensure the comment period requirements are met. The new schedule is as follows:

- ~~April 6:~~ ~~Draft Annual Report Completed~~
- ~~April 11:~~ ~~Draft Annual Report Comment Period begins~~
- May 11: Draft Annual Report Comment Period ends
- May 11 – May 16: Make any final changes based on comment period
- May 16: Final Annual Report submitted to DEC
- June 1: DEC Deadline

CABLE FRANCHISE RENEWAL

On May 4, 2018 Attorney Fuller sent the Clerk's office the latest revision of the cable franchise renewal contract. Clerk Lyons will forward this to Charter for their feedback and consideration.

2 LOCAL LAW REGULATING FIRE INSURANCE CLAIMS

Attorney Fuller

The Board discussed adopting a resolution which would regulate fire insurance claims in the village (see above RESOLUTION #123 of 2017-2018, Resolution Introducing Proposed Local Law Regulating Fire Insurance Claims in the Village of Fort Edward). Attorney Fuller said by passing such a resolution it inserts the Village into the insurance claim process. While this process isn't fail proof, it does give the Village an increased opportunity to ensure that a home destroyed by fire will be properly remediated using insurance money. A discussion was held.

There being no further business, a motion to adjourn the meeting at 8:20pm was made by Trustee Carpenter, seconded by Trustee Perry. All ayes. Motion carried.

Respectfully Submitted,

Liann M. Lyons
Dated: May 8, 2018