

Village of Parish, Regular Board Meeting

Wednesday February 15, 2023

Mayor Perkins called the meeting to order at 7:00 pm followed by the Pledge of Allegiance. This meeting was in the Village Meeting Room.

Roll Call: Present – Mayor Perkins; Trustee Chatterton; Trustee Murphy; Trustee Youngman; Trustee Harvey; Tasia Engst, Village Clerk

Also Present: Kevin Dwyer, Village Treasurer; Paul Baxter, Tug Hill Circuit Rider; Kenneth Scherrieble, Camden Group; Rodney Perkins, Village Resident; (Via Zoom: Stephen Ganetis, Village Attorney; Tom Bullard & Mike Byrne, Camden Group)

Approval of Minutes: Trustee Chatterton motioned to approve the regular meetings minutes dated January 18, 2023; seconded by Trustee Youngman, Roll taken...carried.

COMMUNICATION:

Mayor Perkins did not have any communications at this time other than the emails that were previously forwarded to the board. She also noted that the Village Clerk will be the representative for the Village of Parish at the Tughill Conference in April.

Urgent Business: Mayor Perkins read the Resolution Setting Status Under SEQR and Assuming Lead Agency Status for the Village water project. This resolution will take effect immediately dated 2/15/2023. Trustee Murphy motions to accept the resolution to which Trustee Chatterton seconds. Roll call vote: Mayor Perkins – Aye; Trustee Chatterton – Aye; Trustee Murphy – Aye; Trustee Harvey – Aye; Trustee Youngman – Aye; Resolution Accepted.

EXECUTIVE SESSION: Mayor Perkins motions to go into executive session at 7:06pm; Mayor Perkins motions to resume regular session at 7:21pm.

Legislator's Report: None.

CEO Report: Mayor Perkins read the CEO report provided by CEO Hamacher. Motioned by Trustee Chatterton for approval, seconded by Trustee Murphy. Roll taken...carried.

Sewer Report: All daily checks and services were conducted as scheduled. Flows entering facility averaged 112,000 gallons per day and peak daily flow for the period was 317,000 gallons/day. Tom Bullard said there were some violations however all was taken care of within 5 days. He was also concerned about the melt off but everything looks good at this time, no new violations and precautions are being taken for higher use. Mike Byrne has the plant running well and wasting has been adjusted to keep numbers low. Trustee Chatterton motions to accept sewer report to which Trustee Murphy seconds. Roll taken...carried.

Tug Hill Report: Paul Baxter presents his report giving updates on the webinar on knowledge transfer which has been scheduled for Tuesday, February 28th at 6pm via Zoom. He also updated about the Mayor's printer cartridges and the WWTP computer replacement. Trustee Murphy asked if Tughill had a grant writer that could assist the village to which Baxter replied he did not think so. Trustee Chatterton motions to accept sewer report to which Trustee Youngman seconds. Roll taken...carried.

PRESENTATIONS: None

GRIEVANCES/CONCERNS: None

UNFINISHED BUSINESS

Camden Group Contract: Trustee Chatterton asks Ken from Camden Group about the 15% fees. Ken responds that that percentage is for someone from Camden Group to pay all of the bills instead of all of the bills being sent to the village, essentially a clerical fee. Trustees Youngman & Chatterton discuss examples with Ken to clarify where the percentage would be seen. Trustee Youngman noted that he felt that the Village should continue receiving and paying the bills via the Clerk and Treasurer after Ken said it would work out to roughly an extra \$10,000/year for Camden Group

to handle it on their end. He also noted he liked how the projected charges, based on last fiscal year, were broken out in the contract so the board could see more realistic breakdowns. Trustee Chatterton asked if mowing outside the WWTP fence was included in the Landscaping line item and Ken did not include in current contract and Ken suggested a \$600 increase to cover that mowing. Ken recapped that the numbers reflected in the draft contract was a concept designed so that the Village could write one check a month to the Camden Group instead of the Village keeping track of all of the bills and verifying things with Camden Group. Trustee Youngman expressed his appreciation for the concept but suggested leaving things done the way they are currently. Contract will be modified for discussion in March.

North Railroad Pole Barn Sewer: Tom Bullard from Camden Group confirms that the nearest Grinder station is across the street and the cheapest option for the property owner is to go under the road. Tom is not sure if it is the Village's responsibility to get the owner a service line, meaning the village would pay for the line to come under the road costing approximately \$5,000. Ken also confirmed that the addition to the line will not cause any issue with the grinder station. Trustee Chatterton asked about going up and hooking to the next house that is already connected under the road but Camden Group said that was much more expensive due to distance. Discussion is had about future growth and Camden Group suggests a sewer line extension. Trustee Harvey notes that if the village has the owner put in this sewer and then a sewer main goes up through at a later date, it may upset him. Mayor Perkins, Trustee Harvey and Ken from Camden Group discuss best option for the owner, owner can either move forward on his own or wait until the village sees if the sewer main is even feasible. Trustee Chatterton motions for Camden Group to contact C2AE (engineer) to see if an extension is feasible, Trustee Murphy seconds the motion, Roll taken...carried.

Sewer Payment Reduction – Martin: Preston Martin at 339 S. Railroad Street has a lateral pipe at that location that is available, confirmed by Camden Group by opening up the manhole and taking a look. Local Law will need to be confirmed but Martin would have to cap off the sewer line and then Camden Group would have to inspect before the sewer fee be can be reduced. Camden Group confirms that in this instance "Capped off" means filled with cement so the pipe can no longer be accessed. Trustee Chatterton asked about an open lot capped off that he has as it was just closed off, Camden Group confirms that is correct because it is just an open lot but due to this location being inside a building, the line has to be physically blocked off so it cannot be reopened and utilized.

Lease Agreement with Town: Mayor Perkins states that at this time the Town does not agree with the lease agreement so they will pay month to month for their tenancy instead of two payments a year. Discussion was had about rent fees. Attorney Ganetis asks about alternatives so this can be settled. Trustee Murphy comments about those needing keys and Trustee Youngman suggests an exterior mailbox system as an option. Other Trustees did not agree with that option and Trustees Chatterton and Harvey discuss key fob options. Discussion ensued further. Clerk Engst confirmed where the security cameras are located and their field of vision when the board asked. Trustee Harvey notes that with keys it would only give them access to the lobby, gym, bathrooms, and court hallway, all other areas are locked and not accessible. Attorney Ganetis reminds that the lease also states if keys are lost the Town is responsible for any replacement costs which includes keys and new lock. Trustee Chatterton motions to give keys to the remaining town board members as long as the lease states they are responsible for key cost, Trustee Harvey seconds. Mayor Perkins – Aye; Trustee Murphy – Aye; Trustee Chatterton – Aye; Trustee Harvey – Aye; Trustee Youngman – Aye. All in Favor...Carried.

EV- NYSERDA: Clerk Engst updated that the company doing the installation is currently working on setting up an installation meeting with National Grid to determine best way to pull power from the poll. Trustee Chatterton requests to be a part of that meeting when it is scheduled.

Old Key Bank Building: Clerk Engst updated that Precision Plumbing provided a quote for \$945 to have the well pump replaced. Trustee Chatterton motions to accept the quote for the well pump of \$945, Trustee Youngman seconds the motion. Roll Taken...Carried.

CARPP: Next meeting is Wednesday, February 22, 2023 at 6:30pm at Village hall.

NYCLASS: Tabled until March, Trustee Youngman to look into other options.

AED: Clerk Engst presents both AED options from Stryker/Advantage Emergency Devices for the single AED that should be purchased for the Village Hall/Gym. First quote was for a small AED (The Samaritan PAD 360P) for \$1,738.00 while the second quote for a more advanced AED (LIFEPAK CR2) was for \$2,512.00 and both quotes also include a virtual training session for anyone who would need to know how to use. Trustee Harvey and Advantage Emergency Devices both confirmed that the second quote for the LIFEPAK CR2 unit is compatible with what the PVFC already uses and is comfortable with. Trustee Chatterton motions to accept the quote from Advantage Emergency Services for the LIFEPAK CR2 in the amount of \$2,512.00, Trustee Youngman seconds the motion. Roll Taken...Carried.

NEW BUSINESS:

Records Management Update: Clerk Engst presented that an audit should be done by NYS Archives to see what the best movement forward would be in terms of records management and organization. She also presented the Advanced Business Systems quote for the cost of \$5,942.81 which is a one time hardware cost to add a server to the village offices to network the Mayor, Treasurer and Clerk's computers. This system also allows for secure backup and off site back up for all computers which makes records management easier allowing for digitizing and electronic storage. This quote also included monthly management fee of \$488 which includes software, maintenance, etc. Trustee Youngman questioned the onboarding and setup fees, that they are high and he will work on getting other quotes for the work. Clerk Engst confirmed that this quote was being used for grant applications and to give the village an idea as to what was involved and was in no means a final option.

Budget Workshops: No budget workshop on 2/20/2023 and the 2/27/2023 workshop will be held at the Old Key Bank Building at 6pm due to pre-scheduled meetings and events at the Village Hall.

Other: (A) Trailer Park: Trustee Murphy asked about whether the Trailer Park Law was in affect or not. Village Clerk and Attorney Ganetis would double check meeting minutes and local law to ensure it was in affect. **(B) Handicap Parking Sign:** Trustee Murphy requested to have another handicap parking sign put out front of village hall. Discussion followed of handicap parking and fire lane issues.

DATES TO REMEMBER:

February 22, 2023 – CARPP Meeting at 6:30pm

March 9, 2023 – Quarterly Joint Board Meeting at 7pm

March 15, 2023 – Village Monthly Board Meeting at 7pm

March 21, 2023 – Village of Parish Election Day 12pm – 9pm

PAYMENT OF BILLS

Trustee Murphy motioned to pay General Fund vouchers numbers 140-153 in the amount of \$12,104.99 Trustee Chatterton seconded, all in favor, motion carried.

Trustee Murphy motioned to pay Sewer Fund vouchers numbers 121-126 in the amount of \$14,638.25 Trustee Youngman seconded, all in favor, motion carried.

Trustee Murphy motioned to pay the T & A fund vouchers numbers 100-110 in the amount of \$3,821.58, which Trustee Youngman seconded, all in favor, motion carried.

ADJOURNMENT: Trustee Chatterton motioned to adjourn at 8:38PM, which was seconded by Trustee Youngman. Roll taken...carried.

Respectfully Submitted,

Tasia M Engst, Parish Village Clerk