

Village of Parish, Regular Board Meeting

Wednesday March 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 III; Trustee Harvey; Tasia Engst, Village Clerk

Also Present: Paul Baxter, Tug Hill Circuit Rider; CEO William Hamacher; Susan Halbritter, Queen Central News; Kenneth Scherrieble, Camden Group; Rodney Perkins, Village Resident

Approval of Minutes: Trustee Chatterton motioned to approve the regular meeting minutes dated February 15, 2023; seconded by Trustee Youngman, All in favor.

COMMUNICATION:

Mayor Perkins shares Water Rights & Regulations online sessions on April 28, 2023. Heroes United is having a luncheon on March 22nd from 12-1 at the Elk's Club. U Dig is having their annual business meeting luncheon on April 14th, 2023 both virtual and in-person at 10am. All other communications were emailed to the board.

Legislator's Report: None.

Tug Hill Report: Paul Baxter presents his report giving updates on the web knowledge transfer along with grant info for Northern Forest Communities. He also mentions the 2020 U.S. Census results are available on the Tug Hill website. Trustee Chatterton motions to accept Tug Hill's report to which Trustee Murphy seconds. All in favor.

CEO Report: CEO Hamacher read the CEO report. Motioned by Trustee Harvey for approval, seconded by Trustee Youngman. All in favor.

Sewer Report: All daily checks and services were conducted as scheduled. Flows entering facility averaged 89,000 gallons per day and peak daily flow for the period was 356,000 gallons/day. One violation for the month that was corrected the following day and a few call-outs due to windy weather. Trustee Chatterton asked about the condition of the North Tank to which Scherrieble replied it was still in decent condition. They will continue to work on funding when the grant applications come out in the Fall. Trustee Chatterton motions to accept sewer report to which Trustee Murphy seconds. Roll taken...carried.

PRESENTATIONS: Tasia Engst presents the board with an Activities Committee handing out copies of the March and April calendar that shows the current schedule. With the gymnasium being open more, there is more and more requests to use the gym. She proposes a committee be started (separate from CARPP) to help organize the gymnasium activities as well as bring in more revenue for the village. Monthly or annual dues could be collected for activities use that will be submitted to the village on a monthly basis to help cover added expenses to the village for heating, amenities, etc. The coordination of dues, insurance paperwork, etc. would fall on the committee and not the village clerk. A report can be given at the monthly board meetings as to what is going on with the activities whether they be sports or enrichment related for all ages.

GRIEVANCES/CONCERNS: None

UNFINISHED BUSINESS

Camden Group Contract: Trustee Youngman asked Camden Group for clarification on contract price difference and Scherrieble explained the supply and demand for operators. Scherrieble also noted that a brand new client would be roughly \$71,000.

North Railroad Pole Barn Sewer: Scherrieble to provide language to village board on how the homeowner should proceed and Camden Group will provide guidance to area to go under the road for hookup.

Old Key Bank Building: Clerk Engst updated that all lights downstairs and upstairs are working at this point. Brock was in last week to replace the pump, pressure tank and thermostat for the water system. Trustee Chatterton asked if new plumbing was done to which Clerk Engst answered no. Trustee Murphy asked what was done with the old teller line, Clerk Engst responded that it had been ripped out and removed as it was not in great shape. The existing steel wall is still there and has been sheetrocked in.

Trustee Youngman's Notes: Trustee Youngman presents information that he has been working on with two companies in regards to adding a server to the village network. He also presents that NYCLASS is a good option to invest the village's 60-day CD as the current rate being 4.47%. Discussion was held for both items and will be revisited in the future.

NEW BUSINESS:

Election Information: Clerk Engst explains that one of the previously approved Election Inspectors was non-responsive when she reached out so she found a replacement. Trustee Harvey confirmed she has been in the hospital. The replacement would not be available the first few hours of election so Clerk Engst had also found an inspector who would cover the first few hours. Trustee Chatterton motions to approve Robin Bryant and Laurie Bolster as Election Inspectors to which Trustee Murphy seconds. All in favor. Clerk Engst also reminds the board that absentee ballots can be requested right up until the day before election and will have to be hand delivered. Absentee ballots will have to be returned to the clerk before polls close at 9pm on March 21st.

Grant Writer: Mayor Perkins presents an option to use funds currently in the budget to expand the grant writer position. This is to hunt up grants and research for anything under general fund. Currently the general fund budget includes \$4,000/year for a grant writer which has not been used this fiscal year currently and is only for grant writing services. (This does not include grant writing for the sewer fund which currently has \$5,000/year allotted) The NY Forward grant that the village submitted back in September, Clerk Engst had spent roughly 56 hours throughout August and October putting together and carrying out. This work had an estimated cost of \$600-\$1,120 which fell under the clerk's workload, unpaid and last minute. Proposed Project Coordinator/Grant Writer which would use same \$4,000/year budget line. Would include: Grant research and writing for NY Forward and tentative ideas such as water, municipal building such as maintenance, gymnasium and office upgrades; coordinate any project that the village has going on in the year for Old Key Bank, EV Station, Water, AED with tentative projects such as balcony floor, LED lighting conversion and office server work; maintain village calendar and Facebook page; attend monthly board meeting to give report; attend on-site meetings for grant or project purposes; supply a journal of all hours/tasks completed within a fiscal year for board to review during budget time. Mayor Perkins points out that all of this research and tracking can be done in the allotment and that Clerk Engst has put a lot of effort into this work. Trustee Chatterton states that they owe Clerk Engst some monies to which Clerk Engst responds that is not the case, she is just showing that that \$4,000 could go to her to cover everything above the clerks position. Trustee Murphy states she has a problem with Clerk Engst making her own position although agrees that she should be paid for the time. She has letters stating there is no money and yes the money is allocated but she finds it amusing. Trustee Harvey states that the village is either going to pay her or somebody. The board discusses grant writing capabilities and that even with professional degree, you may still not get funding, they are not guaranteed. Mayor Perkins states that even if a grant application fails, most agencies will provide feedback to help the preparer in the future. Tabled for future.

Signage: Clerk Engst presents a temporary building sign for the village building that will state the Village & Town Offices, Clerk's hours for both town and village along with notes about court and gym use. Trustee Chatterton motions to purchase the signage to

which Trustee Harvey seconds. Roll taken..carried. Trustee Harvey notes that the town offered to pay for half of the signage.

Other: Mayor Perkins and Trustee Chatterton discuss special flags at Veteran's Park to honor veterans. Trustee Chatterton will have to run this through CARPP. Trustee Harvey mentions interest in having one for John Dunham's 50 years of service to the community with the fire company.

EXECUTIVE SESSION: N/A

DATES TO REMEMBER:

March 18, 2023 – (Old Key) Bank Open House 10am-4pm

March 21, 2023 – Election Day – Village Gym from 12 Noon – 9pm

April 26, 2023 – CARPP Meeting – 6:30pm

April 29, 2023 – WWTP Open House – 11am-1pm

June 8, 2023 – Quarterly Joint Board Meeting (Town) - 7pm

PAYMENT OF BILLS

Trustee Murphy motioned to pay General Fund vouchers numbers 154-172 in the amount of \$13,192.93, Trustee Youngman seconded, all in favor, motion carried.

Trustee Chatterton motioned to pay Sewer Fund vouchers numbers 127-136 in the amount of \$8,830.63, Trustee Murphy seconded, all in favor, motion carried.

Trustee Chatterton motioned to pay the T & A fund vouchers numbers 115-124 in the amount of \$2,713.48, which Trustee Youngman seconded, all in favor, motion carried.

ADJOURNMENT: Trustee Chatterton motioned to adjourn at 7:53PM, which was seconded by Trustee Youngman. All in favor.

Respectfully Submitted,

Tasia M Engst, Parish Village Clerk