

Regular Meeting of the Village of Carthage Board of Trustees  
Held in the Board Room of the Village of Carthage Municipal Building  
September 18, 2017

**ATTENDANCE:**

**Members:** President G. Wayne McIlroy; Deputy President Michael Astafan and Trustees Linda Smith-Spencer and Marco Franchini. Trustee Rebecca Vary was excused.

**Others:** Edgar Countryman, DPW Superintendent; Mark Gebo, Village Attorney; Elaine Avallone, Johnson Newspapers; Mickey Dietrich and Kathy Amyot, Tug Hill Commissions; Jim Scordo, Carthage YMCA and seven Participation in Government Students.

**CALL TO ORDER:**

President McIlroy called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES:**

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve the minutes of the August 21, 2017 Evidentiary Hearing as presented. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to approve the minutes of the August 21, 2017 regular meeting as presented. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to approve the minutes of the August 23, 2017 special meeting as presented. Motion carried unanimously.

**PUBLIC FORUM:**

Mr. Scordo explained the correspondence he submitted regarding the 4<sup>th</sup> Family Fun Run and first ever Carthage YMCA Goblin Gallop to promote healthy families in our community. Mr. Scordo requested the assistance of the Police Department and the DPW with traffic control and road barriers.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to permit the Carthage YMCA to conduct their 4<sup>th</sup> Family Fun Run and Goblin Gallop on Saturday, October 21, 2017 from 9:00 a.m. – 12:00 p.m. commencing on Park Drive, to State Street, proceeding to Hospital Drive, then to West Street, to South James Street, over to North James Street, onto Fulton Street, and ending on Park Drive, to include use of the Recreation Building and Park Pavilion and further waive the rental fees. Motion carried unanimously.

Ms. Amyot introduced Mickey Dietrich as the new Tug Hill Circuit Rider who will be taking over her duties. Ms. Amyot expressed it has been a pleasure working with the Village Board and President McIlroy said the feeling was mutual.

Mr. Dietrich reviewed the monthly announcements from Tug Hill Commissions and handed the list to the Clerk/Treasurer.

**CORRESPONDENCE:**

Motion by Trustee Smith-Spencer and Trustee Franchini to permit the VFW to hold a wreath laying ceremony at Monument Park on December 16, 2017 at 12:00 p.m. to coincide with the wreath laying at the Tomb of the Unknown Soldier at Arlington Cemetery. Motion carried unanimously.

President McIlroy stated the Village of Lowville was looking for the Village to provide them with water during the time it takes them to set up their portable water filtration system. Attorney Gebo expressed that the portable water filtration system has been installed and everything appears to be going well.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to formally approve the request, which was previously approved via email on September 6, 2017, of the Village of Lowville to sell them up to 100,000 gallons of water if the need were to arise during the installation of the portable water filtration system. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to allow Girl Scout Troop 50131 to use the Carthage Park and Recreation building to hold various scouting events and meetings on Wednesday evenings from 5:30 p.m. – 7:00 p.m. commencing on September 20, 2017 and further wave the normal rental fee providing the days do not conflict with Village events. Motion carried unanimously.

President McIlroy read the correspondence received from the Carthage/Wilna Fire District requesting the Village DPW to push back snow banks in the winter with their front end loader. President McIlroy stated he called Brian Draper and asked why the Town of Wilna is not providing this service as they have in the past. Mr. Draper stated the Town is too busy now and they have to come further. Deputy President Astafan stated he is in favor of the organizations working together.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer authorizing the DPW to periodically push the snow banks at the Carthage/Wilna Fire Department when time permits. Motion carried unanimously.

Attorney Gebo stated he will draft a shared services agreement with the Carthage/Wilna Fire District to provide the above listed service for President McIlroy's signature.

President McIlroy read the thank you card received from the Carthage Area Food Pantry for the Village's contribution.

#### **OLD BUSINESS:**

At the December 19, 2016 meeting, the Board declared an emergency to remove the building at 302-306 North Mechanic Street as the structure is severely damaged and unsafe.

Update 01/17/17: President McIlroy stated the building has been knocked down and the debris is currently being removed.

Update 02/21/17: President McIlroy stated we are still waiting for the bill from GYMO for the removal of 302-306 North Mechanic Street. Deputy President Astafan stated the vacant property maybe marketable to the surrounding property owners. Attorney Gebo expressed if the costs to remove the building were re-levied on the Village taxes; the new owner would need to negotiate with the Village to remove the lien on the property.

Update 03/20/17: President McIlroy stated all of the expenses have been received and paid for this property in the amount of \$60,932.00. President McIlroy asked Attorney Gebo if he spoke with Jefferson County about the Village acquiring the property and Attorney Gebo stated he will check with the County and report back to the Board. The Board authorized the Clerk/Treasurer to transfer funds from the Village Blight Fund in the amount of \$60,932.00 and further set up a repayment schedule of five years.

Update 04/17/17: Attorney Gebo stated he spoke with the County attorney and a letter was sent requesting the property be turned over to the Village. Since the last meeting, a bill was received from DANC to dispose of the construction debris at the Rodman Landfill in the amount of \$9,743.97 and the Board revised the previous resolution for 302-306 North Mechanic Street to include the additional \$9,743.97 for a total of \$70,675.97 and further authorizes the Clerk/Treasurer to transfer funds from the Village Blight Fund to the General Fund and further set up a repayment schedule of five years.

Update 05/15/17: Attorney Gebo stated Jefferson County removed the property from the tax auction with the intent of turning the property over to the Village. Attorney Gebo further stated that any proceeds received over what the Village spent to remove the buildings on the property need to be turned over to the County.

Update 06/20/17: Attorney Gebo expressed that he is waiting for the paperwork from the County attorney for the property transfer.

Update 07/17/17: Attorney Gebo stated he is still waiting for the paperwork from the County attorney.

Update 08/21/17: Attorney Gebo state he will contact the County attorney regarding the status of this property.

Update 09/18/17: Attorney Gebo stated the County is willing to turn over 302-306 North Mechanic Street providing the Village forwards 10% of the proceeds received for the sale of the property, up to \$1,000.00.

Motion by Deputy President Astafan and seconded by Trustee Franchini authorizing the County Attorney to prepare the agreement to turn over 302-306 North Mechanic Street to the Village and further, the Village will forward 10% of the proceeds from the sale of the property, up to \$1,000.00 to Jefferson County. Motion carried unanimously.

At the Evidentiary Hearing on August 21, 2017, the Board authorized the DPW Superintendent to contact a trash removal service to clean up 26 Norris Avenue due to code violations.

Update 09/18/17: Donald Hallenbeck was contracted to clean up the property at a cost of \$1,700.00. Deputy President Astafan stated Mr. Hallenbeck did a great job and worked on the property all day.

At the August 21, 2017 meeting, a resident requested the Village to contact Carthage Specialty Paperboard (CSP) to clear the debris which is build up on the dam.

Update 09/18/17: Attorney Gebo stated he spoke with representatives at CSP and they intend to clear the debris from the dam when the water level goes down.

At the August 21, 2017 meeting, the Board rejected the bid received for the main entrance replacements for the Municipal Building and further, authorized the Clerk/Treasurer to re-bid the project.

Update 09/18/17: Three bids were received from BR Johnson, LLC \$39,937.00; Alltech Integrations, Inc. \$34,330.00; and Northern Glass Co Inc \$25,324.00.

Motion by Trustee Smith-Spencer and seconded by Deputy President Astafan to accept the low bid provided by Northern Glass Co Inc in the amount of \$25,324.00. Motion carried unanimously.

At the August 21, 2017 meeting, the Board authorized the Clerk/Treasurer to advertise for bids to repair Guyot's Island banks which were damaged during the 2014 floods.

Update 09/18/17: Three bids were received for the Guyots Island Bank Stabilization Project from DC Building Systems Inc \$82,491.00; Tuscarora Construction Co Inc \$52,200.00; and Mr. Grant Contracting Inc \$46,366.00.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to accept the low bid provided by Mr. Grant Contracting Inc in the amount of \$46,366.00. Motion carried unanimously.

## **NEW BUSINESS:**

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to set a public hearing on October 16, 2017 at 6:10 p.m. to discuss the progress of the CDBG 2012 and 2013 programs as required by New York State Homes & Community Renewal. Motion carried unanimously.

President McIlroy read the annual report which was submitted by the Carthage YMCA as required in the agreement the Village has with the Carthage YMCA to provide services to Village residents.

Motion by Trustee Smith-Spencer and seconded by Deputy President Astafan authorizing budget transfers for account balancing as follows:

AA.3120.2001	Police Equipment Under \$2,500	67.00	
AA.3120.4210	Police Insurance	81.00	
AA.3120.4600	Police Vehicle/Equip Maint and Repair		148.00
AA.3120.4200	Police Internet	216.00	
AA.3120.4100	Police Telephone		216.00
AA.5142.4210	Snow Removal Insurance	558.00	
AA.5142.4600	Snow Removal Vehicle/Equip Maint & Repair		558.00
AA.7140.4600	Athletic Field Vehicle/Equip Maint Repair	1,400.00	
AA.7140.4620	Athletic Field Equipment Rental		1,400.00
AA.8170.4210	Street Cleaning Insurance	758.00	
AA.8170.4600	Street Cleaning Vehicle/Equip Maint & Repair		758.00

Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Franchini to accept the Monthly Departmental Reports as presented by the Court, DPW, Police, Treasurer, and Water. Motion carried unanimously. The CEO and Community Development reports were not submitted.

Motion by Deputy President Astafan and seconded by Trustee Franchini authorizing Chief Huber to attend the International Northern Border Crime Symposium in Lake Placid on September 26, 2017 – September 27, 2017 which will be no cost to the Village with the exception of mileage reimbursement. Motion carried unanimously.

Deputy President Astafan and Trustee Smith-Spencer reviewed the monthly bills and bank statements including reconciliations prior to the meeting. The documents were available at the meeting.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve payment of payrolls and bills as follows: General Fund \$116,577.97; Special Grant Fund \$198.75; Water Fund \$19,940.79; and Sewer Fund \$46,145.39. Motion carried unanimously.

**ATTORNEY GEBO:**

Attorney Gebo expressed that he received a contract from Bernier and Carr Associates to perform a study for the Joint Water Board of the water tanks. Attorney Gebo stated he anticipates having a draft of an agreement regarding the study to be done at the WPCF for the soil clean up. Attorney Gebo requested an Executive Session to discuss a pending litigation.

**PRESIDENT MCILROY UPDATE:**

President McIlroy stated there will be a Joint Utility meeting September 20, 2017 at 4:00 p.m. at the Village of West Carthage Municipal Building and a CIDC meeting on September 27, 2017 at 4:00 p.m. at the Town of Wilna offices.

**LIAISON REPORTS AND COMMENTS:**

None.

**MEDIA QUESTIONS:**

None.

**EXECUTIVE SESSION:**

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to enter Executive Session at 6:35 p.m. to discuss a pending litigation and the employment history of two particular DPW and Water Department employees. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to resume Regular Session at 6:50 p.m. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to adopt the Policy Memo for the DPW and Water Department and further authorize the Clerk/Treasurer to email the memo to both the DPW Superintendent and the Water Superintendent. Motion carried unanimously.

**ADJOURNMENT:**

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to adjourn at 6:50 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy O'Shaughnessy  
Village Clerk/Treasurer