

THESE MINUTES ARE NOT OFFICIAL MINUTES AND HAVE NOT BEEN APPROVED BY
THE VILLAGE OF CARTHAGE BOARD OF TRUSTEES

Regular Meeting of the Village of Carthage Board of Trustees
Held in the Board Room of the Village of Carthage Municipal Building
June 18, 2018

ATTENDANCE:

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

Others: Joseph Russell, Village Attorney; Edgar Countryman, DPW Superintendent; Reginald Huber, Police Chief; Mickey Dietrich, Tug Hill Commissions; Elaine Avallone, Johnsons Newspapers; Kristen Gokey and Dawn Labouf.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

Motion by Trustee Franchini and seconded by Trustee Vary to approve the minutes of the May 21, 2018 regular meeting as presented. Motion carried unanimously.

PUBLIC FORUM:

Ms. Gokey requested to use Guyots Island for her wedding ceremony on July 14, 2018 at 3:00 p.m. Chief Huber stated the Fireworks Festival is that day and they may have trouble parking. President McIlroy requested Ms. Gokey to submit a letter of request for our records.

Motion by Trustee Smith-Spencer and seconded by Trustee Franchini to permit Ms. Gokey to host her wedding ceremony on Guyots Island on July 14, 2018 at 3:00 p.m. providing Ms. Gokey submits a letter of request prior to the event. Motion carried unanimously.

Mr. Dietrich reviewed the monthly announcements for RACOG and forwarded a copy of the announcements to the Clerk/Treasurer.

CORRESPONDENCE:

Motion by Trustee Franchini and seconded by Trustee Vary to permit the Carthage Crusaders Youth Baseball to use the athletic fields for practice and further on July 27, 2018, July 28, 2018, August 4, 2018 and August 5, 2018 for their annual U10 tournament contingent upon them providing extra port-a-johns for the events. Motion carried unanimously.

President read the correspondence from the Carthage Crusaders requesting to rebuild the concession stand if the Village provides the building materials. After considerable discussion, President McIlroy requested the Clerk/Treasurer to contact Joseph Mono to set up a meeting as more details are needed.

President McIlroy read the correspondence received from NYSDOT regarding the availability of funding through the Transportation Alternative Program (TAP) and the Congestion Mitigation and Air Quality Improvement Program (CMAQ). Mr. Dietrich attended the workshop for the funding and stated he did not feel the trails at the park were a good fit as the minimum amount of funds to be requested is \$250,000.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary requesting the Clerk/Treasurer to send a letter of support to Neighbors of Watertown, Inc. to include with their Community Development Block Grant application which if funded, will assist low income households with repairs to their homes. Motion carried unanimously.

President McIlroy read the card received from Girl Scout Troop 50131 thanking the Village Board for their use of the Recreation Building. President McIlroy encouraged the Board to look in the stairway at the poster received by the Police Department for their assistance to the Carthage Elementary second grade class during their walking trip to the Carthage Park.

President McIlroy stated the Town of Wilna Joint Planning Board minutes from the June 6, 2018 meeting are included in the meeting packet for the Boards information.

OLD BUSINESS:

At the March 19, 2018 meeting the Board requested Deputy President Astafan to appraise 302-306 North Mechanic Street at no charge to the Village.

Update 04/19/18: President McIlroy requested the Clerk/Treasurer to hold this over until the May 21, 2018 meeting.

Update 05/21/18: President McIlroy requested the Clerk/Treasurer to hold this over until the June 18, 2018 meeting.

Update 06/18/18: President McIlroy requested the Clerk/Treasurer to hold this over until the July 16, 2018 meeting.

At the May 21, 2018 meeting, President McIlroy read the correspondence received from Buckley Realty, LLC requesting a sewer credit due a broken water pipe and correspondence from the Water Superintendent requesting more information. President McIlroy requested the Clerk/Treasurer to send a letter to Buckley Realty, LLC and ask that they provide a detailed explanation of when the event occurred and the problem, and if a plumber was involved ask that they forward a report received from the plumber. President McIlroy requested the Clerk/Treasurer to hold this over until the June 18, 2018 meeting.

Update 06/18/18: President McIlroy stated no information was received therefore he requested the Clerk/Treasurer to remove this from the agenda.

At the May 21, 2018 meeting, President McIlroy read the correspondence received from Sue Ware at 682 West End Avenue requesting a sewer credit due to a broken sump pump and broken pipe leading to an outside spigot and correspondence from the Water Superintendent requesting more information including dates. The Clerk/Treasurer stated a letter was sent to Ms. Ware on April 26, 2018 requesting the information but has yet to receive a response. President McIlroy requested the Clerk/Treasurer to hold this over until the June 18, 2018 meeting.

Update 06/18/18: President McIlroy stated Ms. Ware called and provided the dates requested by the Water Superintendent. President McIlroy further stated the Water Superintendent expressed that dates did match the dates recorded for high water usage and further Ms. Ware was sent two letters informing her of high water usage.

Motion by Trustee Vary and seconded by Trustee Franchini to deny the request of Ms. Ware at 682 West End Avenue for a sewer credit as the dates provided did not correspond to the high water usage and further, she was sent two letters regarding her high water usage and failed to respond. Motion carried unanimously.

At the May 21, 2018 meeting, the Board requested that Attorney Gebo send correspondence to Metro Paper Industries of NY, Inc. requesting that they block the industrial sewer line to stop the inflow and infiltration from going to the sewer treatment plant.

Update 06/18/18: President McIlroy stated a response has not been received from Metro Paper Industries of NY, Inc. and he intends to discuss this at the WPCF meeting on Wednesday.

NEW BUSINESS:

Motion by Trustee Franchini and seconded by Trustee Vary authorizing President McIlroy to sign the contract for Youth and Young Adult Employment Training Program with Jefferson-Lewis Local Workforce Development Area to provide work experience for six youth from July 2, 2018 – August 11, 2018. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to hire Shannon Margrey and Jessica Altmire as Recreation Assistants for twenty hours each at the hourly rate of \$11.25 per hour, to assist Ms. Lazore with administering the Summer Recreational Program. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Vary authorizing Ms. Lazore to close the Summer Recreation Program from July 2, 2018 – July 4, 2018 in observance of the July 4th holiday. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to hire Faith Baker, Caitlin Manning, Adrianna Oliver, Darren Boshane, and Jonathan Peck as Recreation Assistants at the hourly rate of \$10.40 per hour, for a maximum of thirty-five hours each employee/week not to exceed eight weeks. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to hire Kade Andrews, Jacob Lillie, Bryce Reed, and Tanner Spear as DPW Summer employees at the hourly rate of \$10.40 per hour, for a maximum of forty hours each employee/week not to exceed twelve weeks. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to approve the request of Judge Shettleton for her and Rachel Vary to attend the New York State Court training at SUNY Potsdam on July 17, 2018 and July 18, 2018 to include lodging, meals, and mileage reimbursement at a cost not to exceed \$1,000.00. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to approve payment of sick time per the Village Policy and Police Contract as follows:

Edgar Countryman	\$ 90.00
Wendy Oliver	\$180.00
Kristy O'Shaughnessy	\$225.00
Ernest Priervo	\$180.00
Samuel Capone	\$300.00
Michael Higman	\$146.88
Reginald Huber	\$275.00

Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to approve the loan from the Village Loan Fund in the amount of \$50,000.00 as recommended by the Village Loan Committed for Scott and Shannon Sauer to renovate the building on 0 Dock Street into a restaurant/banquet facility contingent upon securing all other funding sources listed in business plan, approval from Town of Wilna Planning Board, and the ability to obtain flood insurance. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Franchini authorizing the Clerk/Treasurer and Deputy Clerk to alternate Fridays off from July – September, 2018. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary authorizing the Clerk/Treasurer to make fiscal 2018 year-end budget transfers for account balancing as follows:

AA.1325.4340	Treasurer Legal Notices	12.00	
AA.1325.4210	Treasurer Insurance		12.00
AA.3120.4200	Police Internet	76.00	
AA.3120.4100	Police Telephone		76.00
AA.5010.4440	Street Admin Trash Removal	46.00	
AA.5010.4430	Street Admin Cleaning Supplies		46.00
AA.5142.4730	Snow Removal Job Reimbursements	72.00	
AA.5142.4460	Snow Removal Safety		72.00
AA.7140.4410	Athletic Field Utilities	94.00	
AA.7140.4210	Athletic Field Insurance		94.00
FX.8310.4320	Water Admin Contracts/Maint Agreements	610.00	
FX.8310.4220	Water Admin Travel and Training		610.00
FX.9060.8030	Water Hospital, Medical, Dental	2,400.00	
FX.9010.8000	Water State Retirement		2,400.00
GG.8120.4700	Sewer Job Supplies	63.00	
GG.8120.4730	Sewer Job Reimbursements	85.49	
GG.8120.4210	Sewer Insurance		148.49

Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to accept the monthly Departmental Reports as presented by the CEO, DPW, Police, Treasurer, and Water. Motion carried unanimously. The Court report was not submitted.

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 Trustee Smith-Spencer and seconded by Trustee Vary to approve payment of payrolls and bills as follows: General Fund \$202,319.75; Special Grant Fund \$99.37; Water Fund \$206,950.21; and Sewer Fund \$207,750.70. Motion carried unanimously.

ATTORNEY RUSSELL:

Attorney Russell stated the majority of his items were addressed throughout the meeting.

PRESIDENT MCILROY UPDATE:

President McIlroy asked Attorney Russell if the new owners of 0 Dock Street can use Village property for parking once their restaurant is operational and Attorney Russell stated there should be an agreement between the two parties. President McIlroy stated there is a RACOG meeting June 19, 2018 at 6:00 p.m., Joint Utility Board meetings on June 20, 2018 at 4:00 p.m., and a CIDC meeting on June 27, 2018 at 4:00 p.m. at the Town of Wilna.

LIAISON REPORTS AND COMMENTS:

None.

MEDIA QUESTIONS:

None.

EXECUTIVE SESSION:

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to enter Executive Session at 6:30 p.m. to discuss the potential employment a particular DPW Laborer to include Mr. Countryman. Motion carried unanimously.

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

Motion by Trustee Franchini and seconded by Trustee Vary to hire Evan Schweitzer as a DPW Laborer effective June 26, 2018 at the probationary rate of \$15.31. Motion carried with Trustee Smith-Spencer abstaining.

ADJOURNMENT:

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

Respectfully Submitted,

Kristy O'Shaughnessy
Village Clerk/Treasurer