

Regular Meeting of the Village of Carthage Board of Trustees  
Held in the Board Room of the Carthage Municipal Building  
July 15, 2013

**ATTENDANCE:**

**Members:** President G. Wayne McIlroy, Deputy President Astafan, Trustees Kathleen Latremore, Rebecca Vary and Linda Smith-Spencer.

**Others:** Kathy Amyot, Tug Hill Commissions; Elaine Avallone, Johnsons Newspapers; and 2 Participation in Government Students.

**CALL TO ORDER:**

President McIlroy called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES:**

Motion by Trustee Latremore and seconded by Trustee Vary to approve the minutes of the June 17, 2013 regular meeting as presented. Motion carried unanimously.

**PUBLIC FORUM:**

Ms. Amyot reminded board members of the new MS4 program meeting in Brownville on July 17, 2013 at 7:00 p.m.

**CORRESPONDENCE:**

Motion by Deputy President Astafan and seconded by Trustee Latremore to join the efforts of the City of Ogdensburg and send a letter of support for the St. Lawrence Psychiatric Center, recognizing that it serves our community. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Vary to discuss the request of Katharina Basta to block a section of South Clinton Street. After considerable discussion, Deputy President Astafan withdrew his motion. President McIlroy asked two times if he had another motion for this request. President McIlroy requested the Clerk/Treasurer to send a letter to Ms. Basta stating the board denied her request to close South Clinton Street between State Street and West Street on August 10, 2013 between the hours of 12:00 p.m. and 4:00 p.m. citing lack of information and potential liability to the Village.

**PUBLIC HEARING:**

Proof of notice having been furnished regarding the public hearing to discuss a joint proposal with the Village of West Carthage and the Towns of Wilna and Champion to continue the housing rehabilitation program with CDBG funding was called to order at 7:13 p.m. No Village residents wished to speak in regard to the joint proposal. Motion by Trustee Latremore and seconded by Deputy President Astafan to close the public hearing. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to adopt Resolution 13 of 2013 as follows:

**RESOLUTION # 13 - 2013**

**AUTHORIZING A JOINT APPLICATION WITH THE VILLAGE OF WEST  
CARTHAGE AND THE TOWNS OF WILNA AND CHAMPION  
FOR 2013 FUNDING UNDER THE NEW YORK STATE COMMUNITY  
DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, Community Development Block Grant (CDBG) funding is available through the NYS Office of Community Renewal to support local community development activities which are undertaken by eligible municipalities; and

**WHEREAS**, the Village of Carthage is administering a local housing rehabilitation program with CDBG funding that has been received in the past; and

**WHEREAS**, the Village of Carthage intends to apply for additional CDBG funding to continue those activities in the Villages of Carthage and West Carthage and the Towns of Wilna and Champion; and

**WHEREAS**, this proposal has been considered at a public hearing that was conducted by the Village Board of Trustees on July 15, 2013; now therefore

**BE IT RESOLVED**, the Village President is authorized to sign a Cooperation Agreement with the Village of West Carthage and the Towns of Wilna and Champion and submit a joint application for Community Development Block Grant funding for consideration in the 2013 competition through the NYS Office of Community Renewal; and

**BE IT FURTHER RESOLVED**, the Village President is authorized to sign all agreements, certifications and other documents required to complete the application and administer the program that is proposed for this funding.

The foregoing resolution was duly adopted unanimously. Motion carried unanimously.

President McIlroy commended the DPW for doing a good job providing the barricades to block State Street during the Carthage Area Chamber of Commerce Fireworks Event.

**CORRESPONDENCE:**

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to issue a credit to Fairview Cemetery Association for their water bill in the amount of \$212.60 due to a water leak on an abandoned waterline. Motion carried unanimously.

**OLD BUSINESS:**

On January 7, 2012, President McIlroy requested the Clerk/Treasurer to add the Water Superintendent Report regarding Village forest property.

Update 01/22/13: President McIlroy requested that the Trustees review the material and decide if they are interested in leasing the property.

Update 02/19/13: After considerable discussion regarding the potential liability to the Village of Carthage regarding leasing the Village forest property;

Motion by Trustee Latremore and seconded by Trustee Vary to have Mr. Prievo proceed with his research of the pros and cons to leasing the Village forest property. Motion carried unanimously.

Update 03/04/13: No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the March 18, 2013 regular meeting.

Update 03/18/13: Deputy President Astafan showed the board members the maps of the Village forest property and requested the Clerk/Treasurer to email the directions provided by Mr. Prievo to all of the board members. No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the April 1, 2013 regular meeting.

Update 04/01/13: No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the April 15, 2013 regular meeting.

Update 04/15/13: No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the May 6, 2013 regular meeting.

Update 05/06/13: President McIlroy requested the Clerk/Treasurer to have Mr. Prievo attend the May 20, 2013 regular meeting to resolve this matter.

Update 05/20/13: Mr. Prievo stated he continues to research this issue and is in the process of drafting a lease document to present to Attorney Gebo. No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the June 3, 2013 regular meeting.

Update 06/03/13: No action was taken therefore President McIlroy requested the Clerk/Treasurer to hold this until the June 17, 2013 regular meeting.

Update 06/17/13: Deputy President Astafan asked if there was a timeline of when the board would receive information from Mr. Prievo as this has been on the agenda for quite sometime. President McIlroy asked Trustee Smith-Spencer to speak with Mr. Prievo to see if he had the property lease document drafted.

Update 07/15/13: Mr. Prievo provided additional information which included a flyer from BASE CAMP Leasing. After considerable discussion, Deputy President Astafan stated he is in favor of leaving the property as is and not leasing it at this time and the board agreed. President McIlroy requested the Clerk/Treasurer to remove this item from the agenda.

On June 3, 2013, President McIlroy read the letter from NYSDEC regarding the Municipal Separate Storm Sewer System Automatic Designation which requires a response from the Village by November 18, 2013. President McIlroy hopes to learn more about the designation at the Watershed Conference on June 4, 2013 and requested the Clerk/Treasurer to hold this issue until the June 17, 2013 regular meeting.

Update 06/17/13: President McIlroy stated the response to the Separate Storm System Automatic Designation needs to include how the Village will notify the public of the Storm Sewers to include marking the storm drains and mapping the system using the GPS. President McIlroy requested the Clerk/Treasurer to hold this issue until the next regular meeting to allow time to learn more information regarding this requirement.

Update 07/15/13: President McIlroy and possibly Deputy President Astafan will attend an information session regarding the Village's participation in the new MS4 program on July 17, 2013 at the Town of Brownville Offices.

#### **NEW BUSINESS:**

Motion by Trustee Latremore and seconded by Trustee Vary to approve CDBG 2011 Draw #18 payable to Eva Miracle and Angus Construction \$19,150.00; Romona Heesh and J. Scoville S.J.S. Builders \$6,225.00; and Avalon and Associates, Inc. \$7,656.67. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Deputy President Astafan to acknowledge the Village of Carthage Loan Committee's recommendation to endorse the Development Authority of the North Country's action to authorize release of specified collateral securing a loan with Metro Paper Industries of NY, Inc. in anticipation of a proportional repayment of the shared loan by Metro Paper, and to confirm and memorialize the Village Board's support of this action by the Development Authority recognizing that Metro Paper is attempting to strengthen the financial condition of the Carthage Metro Paper plant by consolidating operations to their more profitable and efficient lines and further recognizing that these efforts may provide a stronger financial base from which Metro can grow in the future. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Trustee Vary to adopt Resolution 12 of 2013 as follows:

**RESOLUTION #12 OF 2013  
AUTHORIZATION OF 2013 MAIN STREET GRANT PROGRAM APPLICATION TO  
ASSIST IN CONTINUED RESTORATION OF DOWNTOWN CARTHAGE**

**WHEREAS**, the Village of Carthage downtown is beginning to recover from the numerous catastrophic events that occurred over the past 15 years; and

**WHEREAS**, the Village of Carthage has supported and partnered in the clean-up and restoration of numerous buildings and sites downtown including the 256-262 State Street project, the YMCA project, the Buckley Building Restoration initiative, among other initiatives; and

**WHEREAS**, The continued and future success of the downtown renaissance is dependent in substantial part on the cooperation, assistance and participation of the CIDC, EDCC, RACOG, DANC, Tug Hill, and our surrounding communities ; and

**WHEREAS**, The Carthage Industrial Development Corporation has numerous applications remaining from the 2008 Main Street Grant Program; and

**WHEREAS**, the Office of Community Renewal has announced a 2013 Main Street Grant Program funding round for grants up to \$200,000, due August 12, 2013, which is available to Local Governments to assist in the revitalization of downtown mixed use business centers,

**BE IT RESOLVED** as follows:

Section 1. The Village of Carthage Village Board hereby authorizes the preparation and submission of a Main Street Grant Program Application for up to \$200,000.

Section 2. That the President, or in his absence, the Deputy President, is hereby authorized to execute any and all documents, contracts, fund disbursements, and agreements necessary to effectuate this initiative.

Section 3. That the within resolution shall take effect immediately.

The foregoing resolution number 12 of 2013 was duly adopted unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Latremore authorizing President McIlroy to sign the Northern Employee Assistance Services contract to provide employee assistance and training for the period September 1, 2013 – August 31, 2014 in the amount of \$400.00. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Trustee Vary authorizing President McIlroy to sign the agreement for Library Services with the Carthage Free Library for the period August 1, 2013 – July 31, 2014 in the amount of \$6,000.00. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Deputy President Astafan to approve fiscal year 2013 year end budget transfers for account balancing as attached. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Vary authorizing the Clerk/Treasurer to electronically approve purchase orders retroactive to June 1, 2013. Motion carried unanimously.

The CEO report was reviewed and there were no questions.

The Treasurers Report was reviewed and there were no questions. The General Fund cash balance is \$1,009,912.81 with Reserves of \$164,127.78; Water Fund cash balance is \$205,538.28

with Reserves of \$172,481.55 and the Sewer Fund cash balance is \$149,509.57 with Reserves of \$74,599.37 the Joint Fund cash balance is \$60,487.79 with Reserves of \$381,058.31.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve payment of payrolls and bills as follows: General Fund P/R 06/20/13, 06/27/13, 07/03/13 and 07/11/13 \$71,732.06; Water Fund P/R 06/20/13, 06/27/13, 07/03/13 and 07/11/13 \$10,869.77; Sewer Fund P/R 06/20/13, 06/27/13, 07/03/13 and 07/11/13 \$7,885.20; Joint Fund P/R 06/27/13, and 07/11/13 \$18,072.02. General Fund Abstracts \$795,165.49; Water Fund Abstracts \$3,403.46; Sewer Fund Abstracts \$2,639.20; and Joint Fund Abstracts \$83,145.69. Motion carried unanimously.

**PRESIDENT McILROY UPDATE:**

President McIlroy stated he would like to set a public hearing on August 19, 2013 at 7:10 p.m. to consider adoption of a local law to amend the Zoning Map of the Village of Carthage to include Village of Carthage Tax Map Parcel Numbers 86.24-1-33.2 and 86.24-1-33.1 in the R-3 Residential District. President McIlroy asked Attorney Gebo if the EDCC was dissolved yet and Attorney Gebo stated there were some complications but it should be dissolved in the near future. President McIlroy requested the Clerk/Treasurer to send a letter to the State of New York Public Service Commission stating the Village of Carthage is not in favor of an area code overlay in our area. President McIlroy stated there will be a Joint Utility meeting on July 17, 2013 at 4:15 p.m. at the Village of West Carthage Municipal Building.

**ATTORNEY GEBO UPDATE:**

Attorney Gebo stated he will need an Executive Session to discuss a collective bargaining agreement.

**LIAISON REPORTS AND COMMENTS:**

Deputy President Astafan stated that Climax has not paid their portion of the operation and maintenance for the joint sewer treatment facility and the Village of West Carthage submitted a partial payment to the joint sewer fund. Attorney Gebo stated Climax is a customer of the Village of West Carthage and covered under their sewer use law therefore West Carthage is legally responsible to collect the past due payment. President McIlroy asked when the payment was due and the Clerk/Treasurer stated June 1, 2013 and if the payment is not received soon there will not be enough cash flow to pay bills. Deputy President Astafan will address the issue at the next Joint Utility meeting. Trustee Latremore asked if the Village allowed open burning and President McIlroy said no. Trustee Latremore stated she has witnessed open burning and President McIlroy advised her to call the Village Police Department to report it.

**MEDIA QUESTIONS:**

Ms. Avallone requested clarification for items discussed throughout the meeting.

**EXECUTIVE SESSION:**

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to enter Executive Session at 7:50 p.m. to discuss one collective bargaining unit. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Latremore to resume Regular Session at 8:25 p.m. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Latremore to authorize President McIlroy to sign the Police Teamsters Union Contract effective June 1, 2013 – May 31, 2016. Motion carried unanimously.

**ADJOURNMENT:**

Motion by Trustee Latremore and seconded by Trustee Vary to adjourn at 8:26 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy  
Village Clerk/Treasurer

**VILLAGE OF CARTHAGE****Budget Adjustment Form**

Year: 2013 Period: 12 Trans Type: B1 - Transfer Status: Posted  
 Trans No: 706 Trans Date: 05/31/2013 User Ref: KRISTY  
 Requested: KRISTY Approved: BOARD 05/20/201 Created by: KRISTY 06/25/2013  
 Description: BUDGET TRANSFERS FOR ACCOUNT BALANCING 5/31/13. BOARD APPROVED 5/20/13 Account # Order: Yes  
 Print Parent Account: No

Account No.	Account Description	Amount
A.1010.0100	TRUSTEE BOARD PERSONAL SERVICES	588.64
	Note: DUE TO CHANGING PAY PERIODS FROM MONTHLY TO BI-WEEKLY	
A.1010.0400	TRUSTEE BOARD CONTRACTUAL EXPENSES	-588.64
	Note: DUE TO CHANGING PAY PERIODS FROM MONTHLY TO BI-WEEKLY	
A.1110.0410	TELEPHONE	78.14
A.1110.0441	UTILITIES	-78.14
A.1210.0100	MAYOR PERSONAL SERVICES	256.44
	Note: DUE TO CHANGING PAY PERIODS FROM MONTHLY TO BI-WEEKLY	
A.1210.0400	MAYOR CONTRACTUAL EXPENSES	-256.44
A.1320.0400	AUDITOR CONTRACTUAL EXPENSES	2,000.00
	Note: GUYOTT ISLAND AUDIT	
A.1325.0100	TREASURER PERSONAL SERVICES	64.03
	Note: DUE TO CHANGING PAYROLL	
A.1410.0100	CLERKS PERSONAL SERVICES	-64.03
	Note: CHANGING PR	
A.1620.0441	UTILITIES	509.41
A.1620.0442	BLDG MAINTENANCE	-509.41
A.1620.0443	CLEANING SUPPLIES	-188.29
A.1620.0100	BUILDING PERSONAL SERVICES	188.29
A.1990.0400	CONTINGENCIES CONTRACTUAL EXPENSES	-2,000.00
	Note: GUYOTT ISLAND AUDIT	
A.1990.0400	CONTINGENCIES CONTRACTUAL EXPENSES	-730.72
A.3120.0460	VEHICLE/ EQUIPMENT MAINT/REPAIR	1.58
A.3120.0461	VEHICLE/EQUIPMENT FUEL	-1.58
A.3620.0400	SAFETY INSPECTION CEO CONTRACTUAL EXPENSES	730.72
A.5010.0411	CELL PHONE	75.03
A.5010.0421	INSURANCE	267.62
A.5010.0441	UTILITIES	-492.14
A.5010.0442	BLDG MAINTENANCE	149.49
A.7110.0491	MONUMENT PARK	607.28
A.7110.0493	LONG FALLS PARK/GUYOTS ISLAND	-624.78
A.7110.0494	FARMERS MARKET	17.50
A.7140.0441	UTILITIES	816.52

# VILLAGE OF CARTHAGE

## Budget Adjustment Form

Account No.	Account Description	Amount
A.7140.0442	BLDG MAINTENANCE	-816.52
A.7510.0100	HISTORIAN PERSONAL SERVICES	61.57
A.7550.0400	CELEBRATIONS CONTRACTUAL EXPENSES	-61.57
F.8310.0420	INTERNET	40.84
F.8310.0430	OFFICE SUPPLIES	10.98
F.8310.0431	POSTAGE	-51.82
F.8310.0100	WATER ADMINISTRATION PERSONAL SERVICES	191.14
F.8340.0446	SAFETY	-191.14
G.8110.0100	SEWER ADMINISTRATION PERSONAL SERVICES	184.28
G.8120.0432	CONTRACTS/MAINT AGREEMENTS	-184.28
JA.1990.0400	CONTINGENCIES CONTRACTUAL EXPENSES	-14,968.22
JA.8110.0432	CONTRACTS/PERMITS/MAINT AGREEMENTS	7.23
JA.8110.0492	LAB SERVICES SEWER ADMIN	138.50
JA.8110.0493	LAUNDRY SERVICES SEWER ADMIN	37.14
JA.8110.0437	GRANT EXPENSES	7,000.00
Note:	1ST PAYMENT TO GHD	
JA.8130.0442	BLDG MAINTENANCE	165.00
JA.8130.0491	REPAIRS SEWAGE TREATMENT & DISPOSAL	7,620.35
<b>Total Amount:</b>		0.00