

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
August 19, 2019

ATTENDANCE:

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

Others: Edgar Countryman, DPW Superintendent; Joseph Russell, Village Attorney; Elaine Avallone, Johnson Newspapers and David Gunderson, CAH.

CALL TO ORDER:

President McIlroy called the meeting to order at 6:01 p.m. followed the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES:

Motion by Trustee Vary and seconded by Trustee Franchini to approve the minutes of the July 15, 2019 regular meeting as presented. Motion carried unanimously.

PUBLIC FORUM:

None.

CORRESPONDENCE:

Mr. Gunderson showed a short video promoting the benefits of Blue Zones which have proven healthier communities. Mr. Gunderson encouraged the Board to attend the seminar on September 21, 2019 at the Carthage High School which will provide more details about the Blue Zone Project.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to permit the Carthage Area Chamber of Commerce to host their annual holiday parade on Friday, December 6, 2019 at 6:00 p.m. to line up on North James Street, proceed onto State Street through to Bridge Street, turn onto South Main Street and end at River Bend Park in West Carthage to include the assistance of the DPW and Police Departments contingent upon receipt of a certificate of insurance for the event. Motion carried unanimously.

President McIlroy read the appreciation letter received from the Carthage Area Chamber of Commerce for the Village's continued support.

President McIlroy read the correspondence from National Grid listing names of their company officials and requested the Clerk/Treasurer to forward the listing to the Department Managers.

President McIlroy read the correspondence from NYS Homes and Community Renewal consenting to the Village of Carthage's designation as Lead Agency for the Inflow and Infiltration project.

President McIlroy read the correspondence from Jefferson County Industrial Development Agency (JCIDA) requesting they be included in the future during the SEQRA process. Attorney Russell explained that JCIDA is requesting to be included if any project may involve a potential Payment In Lieu Of Taxes agreement.

President McIlroy read the correspondence received from Ox Industries regarding Carthage Paper Maker Mill Hydroelectric Project (FERC No. 10887) Draft License Application which is for the Boards information.

President McIlroy read the request received from the Carthage Free Library requesting a directional sign be placed on State Street for the library. Mr. Countryman stated he contacted NYS Department of Transportation who stated they will put up the sign if the Village provides it.

Motion by Trustee Franchini and seconded by Trustee Smith-Spencer to purchase a directional sign for the Carthage Free Library to be placed by NYS Department of Transportation near the corner of State Street and Church Street. Motion carried unanimously.

OLD BUSINESS:

At the December 17, 2018 meeting, President McIlroy read the correspondence received from National Grid regarding replacing existing HID National Grid-owned roadway street lights to efficient LED roadway street lights at minimal cost as part of National Grid's Outdoor Street Lighting LED Conversion Program stated he will set up a meeting with National Grid to discuss our options and further requested the Clerk/Treasurer to hold this over until the January 22, 2019 meeting.

Update 1/22/19: President McIlroy and the Clerk/Treasurer met with Ms. Egeberg from National Grid regarding their street lighting conversion program. President McIlroy stated if the Village has National Grid convert our non-ornamental street lighting, it will cost approximately \$10,000 and National Grid has a first come, first serve incentive program which will pay approximately \$20,000 after the conversion is complete; therefore the Village will net \$10,000. If the Village chose to convert, the delivery fees on the bill will increase and energy usage will decrease; which should provide minimal savings. President McIlroy asked the Clerk/Treasurer to hold this over until the February 19, 2019 meeting as RACOG is looking at a different option for LED street lighting.

Update 2/19/19: President McIlroy requested the Clerk/Treasurer to hold this over until the March 18, 2019 meeting.

Update 3/18/19: President McIlroy stated that he has participated in RACOG meetings with the New York Power Authority who is offering an option for the Village to convert to LED lighting and own their street lights. The New York Power Authority projects if the Village converts to LED lighting and buys out National Grid, the Village will save approximately 75% for street lighting after the debt is repaid which they project will be ten years. President McIlroy asked the Clerk/Treasurer to hold this over until the April 15, 2019 meeting to allow more time to gather information.

Update 4/15/19: The Board authorized President McIlroy to sign the Energy Services Program Master Cost Recovery Agreement Between Power Authority of the State of New York and Village of Carthage to facilitate the design phase of the LED street light project.

Update 5/20/19: President McIlroy requested the Clerk/Treasurer to hold this over until the June 17, 2019 meeting.

Update 6/17/19: President McIlroy stated there will be a meeting later this month for all of the members who signed on to the LED lighting program with the New York Power Authority.

Update 7/15/19: The Board adopted a resolution to requesting a purchase agreement from National Grid.

Update 8/19/19: President McIlroy requested the Clerk/Treasurer to hold this over until the September 16, 2019 meeting.

On May 20, 2019, the draft Preliminary Engineering Report prepared by BCA Architects & Engineers was distributed for the Boards review and comment.

Motion by Trustee Smith-Spencer and seconded by Trustee Franchini to approve the Final Infiltration and Inflow Preliminary Engineering Report prepared by BCA Architects and Engineers. Motion carried unanimously.

NEW BUSINESS:

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to approve the annual Agreed Upon Procedures for the fiscal year June 1, 2018 - May 31, 2019 as presented by Stackel & Navarra, CPA, PC. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Deputy President Astafan to acknowledge filing the Annual Update Document for the fiscal year June 1, 2018 - May 31, 2019 with the Office of the State Comptroller on July 30, 2018. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Vary to adopt Resolution 6 of 2019 as follows:

RESOLUTION WITH REFERENCE TO AUTHORIZING BCA ARCHITECTS & ENGINEERS TO APPLY FOR GRANT FUNDING FOR INFLOW AND INFILTRATION PROJECT ON BEHALF OF THE VILLAGE OF CARTHAGE

WHEREAS, the Village of Carthage received the Inflow and Infiltration Study conducted by BCA Architects & Engineers in targeted areas throughout the Village; and

WHEREAS, according to the Inflow and Infiltration Study, the Village of Carthage has significant infiltration of ground water into the sewer system which proves to be costly to treat at the wastewater treatment facility; and

WHEREAS, the separation of storm drain lines from sewer lines will significantly decrease the amount of ground water entering the sewer system; and

WHEREAS, the cost to the replace and/or repair sewer lines and install separate storm drain lines is estimated to exceed 2 million dollars which places a burden on Village rate payers;

BE IT RESOLVED as follows: the Village of Carthage Board of Trustees authorizes BCA Architects & Engineers to apply for grant funding on behalf of the Village to decrease the burden of the upgrades for Village rate payers.

The foregoing resolution was duly adopted unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Franchini to adopt Resolution 7 of 2019 as follows:

RESOLUTION FOR REVIEW OF VILLAGE JUSTICE COURT RECORDS

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that Village Justices annually provide their court records and dockets to their respective Village auditing boards and that such records then be examined or audited and that fact be entered into the minutes of the board's proceedings; and

WHEREAS, the Unified Court System's *Action Plan for the Justice Courts*, announced November 2006, includes initiatives to improve accountability and controls over Justice Court finances and records to include increased monitoring of Village Board compliance with Section 2019-a;

NOW THEREFORE BE IT RESOLVED, the Village of Carthage enlisted Stackel & Navarra, CPA PC to examine their Village Justice Court records for fiscal year 2019 as required by the State of New York Unified Court System.

The foregoing resolution was duly adopted unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to declare the 1997 Ford Stake Rack truck surplus equipment and further authorize the DPW Superintendent to advertise on Auctions International. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer based on the Clerk/Treasurer's recommendation to accept the lowest priced quote from CompuTalk to provide Voice

Over Internet Protocol phone system to the Village at a total equipment cost not to exceed \$3,500.00. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Franchini to accept the quote received from Eastern Managed Print Network to purchase a Xerox AltaLink C8035T2 multi-purpose copy machine in the amount of \$5,376.00 and further authorize a budget transfer from AA.1990.4000 Contingencies to AA.1325.2000 Equipment to cover the additional cost. Motion carried unanimously.

Motion by Trustee Franchini and seconded by Trustee Vary authorizing the Clerk/Treasurer to attend New York Conference of Mayors Fall Training School in Saratoga Springs from September 19, 2019 - September 20, 2019 to include conference, lodging, meals and mileage expense costs and reimbursements not to exceed \$1,350.00. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to accept the monthly Departmental Reports as presented by the Court, DPW, Police/CEO, Treasurer, and Water. 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 \$137,783.57; Special Grant Fund \$198.74; Water Fund \$43,070.87; and Sewer Fund \$137,847.20. Motion carried unanimously.

ATTORNEY RUSSELL:

Attorney Russell stated the County is willing to enter into a Memorandum Of Understanding (MOU) with the Village to agree to reimburse the Village for costs incurred to cleanup 135 North Washington Street. Attorney Russell stated he will forward it to President McIlroy when it is available.

Motion by Trustee Franchini and seconded by Trustee Vary authorizing President McIlroy to sign the MOU with Jefferson County and further have Mr. Countryman coordinate the cleanup of the property. Motion carried unanimously.

PRESIDENT McILROY UPDATE:

President McIlroy stated there are Joint Utility meetings August 21, 2019 at 4:00 p.m. at the Carthage Municipal Building; a CIDC meeting at the Town of Wilna offices on August 28, 2019 at 4:00 p.m.; meeting with representatives from the Village of Copenhagen, engineers, and Joint Water appointed members to discuss the potential of providing water to Copenhagen on August 27, 2019 at the Village of West Carthage Municipal Building; and the next regular Board meeting is September 16, 2019 at 6:00 p.m. President McIlroy thanked the DPW for their efforts in removing debris from the river.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to permit Turning Point of Black River at 130 Canal Street to run new drain and sewer lines across Village property to Village mains as described in the drawing distributed. Motion carried unanimously.

LIAISON REPORTS AND COMMENTS:

Deputy President Astafan requested an Executive Session to discuss the employment history of a particular DPW employee. Trustee Smith-Spencer commended Chief Huber for the great job he is doing addressing code issues throughout the Village. President McIlroy commended the Clerk/Treasurer for doing a great job with the financial statements as outlined in the Agreed Upon Procedures.

MEDIA QUESTIONS:

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

EXECUTIVE SESSION:

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to enter Executive Session at 6:50 p.m. to discuss the employment history of a particular DPW employee to include Mr. Countryman. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to resume Regular Session at 7:12 p.m.

ADJOURNMENT:

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to adjourn at 6:30 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy O'Shaughnessy
Village Clerk/Treasurer