

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – April 20, 2022

Meeting called to order @ 6:39PM in the Village Hall at 300 Main Street.

PRESENT: Mayor Caza, Trustees: Johnson, Palmer, Medak and Robinson-Bullock, OIC Jason Temple, DPW Mike Harrington from Lamont Engineers, Clerk/Treasurer Leslie Price and Deputy Clerk/Treasurer Debby Byrne

Excused : Code Enforcement Officer/Fire Chief Doug Stinson; DPW Superintendent Kenneth Bernhardt

1) Mike Harrington

- a) See attached Report
- b) It is time to move ahead and have the Mayor sign the Contract with DN Tanks and the Notice to Proceed. These documents have been reviewed by the Village Attorney Dave Brennan and he authorized the Mayor signing the contracts.

Motion made by Trustee Medak seconded by Trustee Johnson unanimously carried to approve authorize the Mayor to sign the Agreement and Notice to Proceed with DN Tanks

- c) Mike suggests that as soon as DN Tank Invoices are received, they should be approved by the Board and submitted for drawdown right away since these invoices will be substantial.
- d) As far as the downtown parking lot goes, Mike suggested hiring Susan M Anacker PLS to research the properties and map the deeds for the determination of existing easements over the properties. This cost would be \$1,200.00

Motion made by Trustee Palmer seconded by Trustee Johnson to authorize spending \$1,200.00 to research the properties and mapping the deeds for the determination of existing easements over the properties on Main Street business district.

2) OIC – Jason Temple

- a) See attached Report
- b) May 1, 2022 is the deadline for the Traffic Safety Grant.
- c) Mayor Caza would like Ken to review the visible sidewalks and have stripping done to sidewalks, so they are more visible to pedestrians.

3) Code Enforcement Officer Doug Stinson

- a) Please see attached Report

4) Fire Chief Doug Stinson

- a) Please see attached Report

5) Other

- a) Mayor Caza received a letter asking what the progress is on the Parrott House and why the back of the building is still open.
- b) Trustee Johnson feels that the yellow house on Bridge Street is going to be essential to the Trail Project. He would like the Village to review the land use policies to see if the owners are complying or if the Village will assume this property.
- c) Mayor stated that the Advisory Group for the Cannabis ruling needs to be put together and a meeting needs to be scheduled soon. Trustee Robinson-Bullock will set up meetings and Clerk Price will run Ad in Times Journal for any interested Village residents.

- d) Discussion regarding Schoharie County Resolution No. 53 regarding changes to Schoharie County IT resulted in the Mayor requesting that Clerk Price look into any backups the Village has and if they are searchable.
- e) SCVOA meeting has been scheduled for May 25, 2022. Mayor Caza, Trustee Johnson, Trustee Robinson-Bullock, Trustee Palmer, Clerk Price and Deputy Clerk Byrne will all be attending.

Motion to adjourn meeting at 8:38 PM made by Trustee Palmer seconded by Trustee Robinson-Bullock unanimously carried to adjourn meeting.

Respectfully Submitted,

Leslie Price

Approved

**Village of Schoharie
Water System Improvements Project**

Meeting Report – April 20, 2022

I. Project Update

- A. The Contract No. 1 (Storage Tank) contract forms have been prepared and executed by DN Tanks; these have been reviewed by both Lamont and Dave Brennan.
- B. DN Tanks' insurances have been reviewed by Lamont and Diane Becker of NFP
- C. We received a testing parameter list for the spring water from Clean-Flo.
- D. We also received an updated scope of work from Clean-Flo for the Holding Pond aeration system.
- E. Last week, DPW staff collected the first of 6 monthly samples of the spring water.
- F. Drawdown #6 was released from EFC last week (and it included reimbursement for the work done by the Village).

II. Next Steps

- A. Obtain executed Attorney certification document from Dave Brennan.
- B. Once Dave Brennan authorizes, Mayor can sign the three (3) counterparts of the Agreement and the Notice to Proceed for Contract No. 1 – Storage Tank (see attached Notice to Proceed).
- C. Continue with water main plans (and easement work) through the spring, with the goal of bidding the work in July or August of 2022.
- D. Continue the baseline water quality testing of spring supply (for Clean-Flo aeration system design).

III. Other Projects

- A. WWTP Compliance Schedule – Ken visited the Delhi WWTP recently to review similar equipment there. The next step is to coordinate with the supplier of the chemical feed equipment and schedule a site visit to optimize the system toward meeting the future effluent limitations.
- B. Bridge/Main St. Sidewalk Curb Ramps – Concept Plan was sent to DOT, but no response yet.
- C. Downtown Parking Lot: I've coordinated with Dave Brennan and Sue Anacker (surveyor). Sue has proposed a fee of \$1200 to do the research we discussed (see attached). Dave and I agree to this approach, as the title company proposal was higher.

DOCUMENT 00550.1
NOTICE TO PROCEED

Owner: Village of Schoharie	Owner's Contract No.: 1
Contractor: DN Tanks of New York, LLC	Contractor's Project No.:
Engineer: Lamont Engineers, P.C.	Engineer's Project No.: 2016121
Project: Water System Improvements Project	Contract Name: Storage Tank
	Effective Date of Contract: 4/15/2022

TO CONTRACTOR:

Owner hereby notifies Contractor that the Contract Times under the above Contract will commence to run on April 25, 2022. *[see Paragraph 4.01 of the General Conditions]*

On that date, Contractor shall start performing its obligations under the Contract Documents. No Work shall be done at the Site prior to such date. In accordance with the Agreement, the number of days to achieve Substantial Completion is 240, and the number of days to achieve readiness for final payment is 300.

Before starting any Work at the Site, Contractor must comply with the following:
[Note any access limitations, security procedures, or other restrictions]

- 1. Attend Pre-Construction conference with Owner and Engineer.**

Owner: Village of Schoharie

Authorized Signature

By: Lawrence Caza

Title: Mayor

Date Issued: 4/21/2022

Copy: Lamont Engineers, P.C.



SCHOHARIE POLICE DEPARTMENT



Lieutenant Jason A. Temple
Officer in Charge

P.O. Box 219, 300 Main Street
Schoharie, N.Y. 12157
Phone: 518-295-8566
Fax: 518-295-8501
Dispatch: 518-295-8114

April 20th, 2022 Employees Work Session

To Date:

41 UTTs
80 Calls for Service
2 Arrest (Traffic Misdemeanors)
2 Property Damage Auto Accidents
No Major Incidents Reported

Unit 952 Replacement: 2014 Ford Explorer Police Interceptor (Dark Blue) purchased 04/05/22 \$11971.00. Upstate Auto Sales in Pittstown, NY. Picked up 04/08/22. Larosa's Automotive outfitting lights, mounts, prisoner cage and striping. Larosa's attempting to locate refurbished equipment to keep in budget. Awaiting quote. Mobile computer and thermal printer need to be purchased. Present Unit 952 was never outfitted. On 04/18/22 four tires (Firestone FireHawk Pursuit all weather) purchased on State Bid. Lenny's Tire Service mounted and balanced \$702.80 (check requested).

Budget: \$20,000.00

Vehicle: -11971.00

Tire: -702.80

Remain: 7326.20

Body Cameras: Five units in service designated to individual officer. Using current policy. FOIL request through OIC.

Citizens Advisory Board: Contacted Chair Collene Quirion to set up next Citizen Advisory Board for Police Review. Possible Dates: 04/27/22 or 05/04/22. Topics will include LEAD Program, Training and BodyCams.

Follow up:

Main Street @ Prospect: The Traffic Safety and Mobility Office had Blind Child Area sign put up just N/B side just South of Prospect. Blind gentleman lives at Driftwood.

Med-Project Unwanted Medication Kiosk: Received kiosk on 04/18/22. Tentatively to be installed end of April.

WALMART Grant: Applied for a \$5000 grant pending Store Branch approval. 60 day waiting period.

See! Be Seen! Campaign: Made additional inquiries with NYS Health Department regarding the Pedestrian Safety educational materials and swag with no avail.

Coming Up: Contacted Martin, Harding and Mazzotti Law Firm regarding participation in Bicycle Helmet Program. Free helmets to distribute to youths to encourage safety.

Village of Schoharie
Code Enforcement
Situational Report
4/20/2022

March 2022-April 2022

Transition

- Worked with Llyod Stannard on submittal NYS Codes Enforcement Report.

Permit and Inspection Status

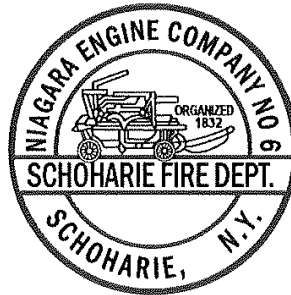
- Walkthrough and inspection of Dental office facility. All is on schedule.
- Meet with the Kirby's on Main and Fair in regards to a new garage.
- Conducted walk through inspection on the Parrot House project. Progress is slow but starting to gain traction.
- Issued permit to 295 Main Street, Greek Gyro Restaurant.
- Issued permit to the Dental Facility at 134 Johnson Ave for a drainage system.

Complaints

- Followed up with and insuring a citation to Jeremy May in regards to rubbish in his yard.
- Followed up on a complaint for rubbish in yard at 126 Eastern Ave.

Enforcement action

- Lifted stop work order at 295 Main, Greek Gyro Restaurant and issued permit.



**Village of Schoharie
Schoharie Fire Department**

Situational Report

04/20/2022

Calls/Membership

- 297 calls from April 2021-April 2022
- We voted in one new firefighter this month.

Elections

- Chief- Douglas Stinson
- 1st Asst. Chief- John Borst III
- 2nd Asst. Chief- Martin Pierce, Sr.
- Captain- Jackson Goodman
- 1st Lieutenant- Dan Smith
- 2nd Lieutenant- Nancy Nally
- President- Jackson Goodman
- Vice President-Sue Rolfe
- Secretary-Amanda Stinson
- Treasurer- Dan Smith
- Asst. Treasurer- Josh Hollis

Drills & Training

- Conducted a CPR/AED basic class for members
- Reinforced ropes and knots training
- Pump Operator and Driver Training

Education