

Village of Schoharie – Employee Meeting Minutes Approved

May 20, 2026

**Presiding: Mayor Colleen Henry**

**Present:** Trustees Johnson, Palmer, DeGroff and Medak, Deputy Clerk/Treasurer Debby Byrne, Code Enforcement Officer David Knoop, OIC Jason Temple, and DPW Doug Stinson III

**Excused:** Fire Chief John Borst and Mike Harrington from Lamont Engineers

**Employee Meeting:**

**Meeting brought to order:** Mayor Henry at 6:29 PM

1. Code Enforcement - David Knoop
  - a. See attached Report.
  - b. Parrott House is in good shape. Targeting July for opening. Fire Protection Service Line is signed off on.
  - c. DPW Garage – Mike Harrington is squared away on the water shed.
  - d. Vehicles illegally parked at Birches. Police have been down several times and have seen no vehicles parked there. Dave is going to see if Dr. Elbialy will put up a fence or some signage regarding parking. Mayor will respond to the Ballards.
  - e. New building on Bridge Street does have water, and a new water meter needs to be installed at this property.
  - f. Reviewed Assessor's report on 139 Grand Street. Dave will look into this.
2. Mike Harrington – Lamont Engineers
  - a. See attached Report.
  - b. Mayor Henry has questions on the Notice of Award. She will speak with Mike Harrington.
3. OIC Jason Temple
  - a. See attached Report. There were four additional tickets written out today after the report was submitted plus two additional calls.
  - b. School zone is going smoothly; there has been no speeding lately.
  - c. Computer and Cell Phone scams are on the increase, Jason has handed out information to companies and community services regarding this issue.
  - d. There have been an increase in calls at RSS.
  - e. There was a complaint made regarding residents from RSS hanging out at the playground. Photos were given to the Police however the photos are not RSS residents. Jason has spoken to the Church, and they do not have any issues with RSS. Mayor will contact Jessica Loden-Kirby.

- f. There was a theft at Cobleskill Stone, catalytic converters were stolen. Jason advised Cobleskill Stone to put some cameras up.
- g. Trustee Palmer asked about transport services, where does the police take these calls. Jason said they are all over, last one was driven to Richmondville.
- h. Jason also mentioned that Officer Bryan McFadden will be out for the next two months. He is still recuperating from his motor vehicle accident.

4. DPW – Doug Stinson III

- a. See attached Report.
- b. Doug stated that Mike Kennedy's truck is in bad shape and needs repairs.
- c. Doug inquired about the new computer DPW is getting. Doug will contact Preville to discuss the computers they will need as well as getting individual login at the Water Treatment Plant. All water/sewer software will need to be downloaded.
- d. Mayor Henry asked about the Sample Procedure, Doug explained that someone from DPW needs to be there to lock up and to sign-off on the paperwork.
- e. DPW Summer Hire – Doug has someone in mind and has submitted their application. Paperwork will be sent over to Melissa Wick at the County. He will start at minimum wage and approximately 10 hours per week.

5. Fire Chief John Borst

- a. See attached Report.

6. Other:

- a. Next Workshop meeting is on May 26<sup>th</sup> at 4:30PM.
- b. Village will hold a Public Meeting on July 9<sup>th</sup> to make a Motion on the proposal from Assessor Erin Smith
- c. July meetings will be back-to-back, Board Meeting will be held on July 14<sup>th</sup>, and the Employee meeting will be held on July 15<sup>th</sup>.

7. Adjournment

**Motion** made by Trustee Palmer, second by Trustee DeGroff unanimously carried to adjourn meeting at 7:30 PM.

Respectfully Submitted,  
Debra Byrne  
Deputy Village Clerk/Treasurer

## Village of Schoharie

### Code Enforcement & Buildings Dept

May 20, 2026

- 1) Parrot House – Construction ongoing
  - a) Awaiting updated stair/elevator plans & details from Lamont Engineers
  - b) Fire Protection plans received/reviewed/returned - updates & clarifications needed
  - c) Elevator work has commenced, tile/wood flooring ongoing, insulation nearly complete, interior drywall/finishing ongoing, fire protection ongoing.
- 2) Mainbridge Commons - Planning
  - a) Zoning Board of Appeals voted to grant variances for project at last meeting on 4/28
  - b) Conditions of variance set on rear lot treatment with time guidelines
  - c) Planning board to issue feedback to project team regarding community feedback on building facade and design approach to align with community standards
- 3) 295 Main Street (Taylor Block Bldg) - Construction complete
  - a) Schoharie Mercantile is open and operational
  - b) New exterior entrance door to be installed – awaiting grant finalization from SEEC
- 4) CSD Housing Development at 157 Depot Lane – Planning
  - a) Planning Board Meeting on 4/22 to review project application and feedback from team
  - b) Village Consultant Team is reviewed & provided feedback/recommendations on application
  - c) Awaiting responses and formal document submission from CSD project team
- 5) DPW Garage
  - a) Upcoming workshop discussion to discuss strategy – date TBD
- 6) Small projects/issues/complaints:
  - a) Birches/Mainbridge lots – parking – vehicles illegally parking/loitering along Ballard right-of-way and fire access road
  - b) County Offices – building facade – missing cornice will be repaired/replaced as part of upcoming county building improvement project
  - c) 118 Sunset Dr – foundation - met w/ owner & Flood Consultant to establish flood risk solution for existing building foundation / basement
  - d) 201 Bridge Street – foundation - County to contact owners to review options regarding the upcoming planned bridge replacement project at Schoharie Creek
  - e) Bridge Street – new build – met w/ contractor and performed code inspection. List of code violations/deficiencies - contractor to remedy
  - f) Upcoming Blenheim Gilboa Annual Emergency Action Plan Review in early June (6/3)

**Village of Schoharie  
Lamont Engineers Meeting Report**

**May 20, 2026, 6:30 PM**

1. Water Project Closeout
  - A. DN Tanks closeout expected to be finalized soon. They contacted me to confirm the minor touch-up on the tank will be done in May. This is being scheduled now.
  - B. Related Item: Issued CSP Mining Permit (any follow-up?)
2. Planning Board Review Projects
  - A. Mainbridge Commons - Discuss taking ownership of new sewers within easements on project site. Note that site design may be changing somewhat, so there is still no big hurry on this.
  - B. Depot Lane Apartments – waiting on first full drawing submission
3. WWTP Disinfection – Disinfection season started on May 1; status of temporary and permanent improvements?
4. Parrott House Fire Service – Tweedie's bid is good through June 8, but I expect they will extend the acceptance date if asked. See attached draft Notice of Award, which can be executed once the access agreement is executed with Parrott House LLC. As you may know, the Temporary Easement with County has been executed.
5. DPW Garage – We have clearance on wetlands, but we still need to develop a strategy for moving forward (re: Zoning Law, SHPO, and Flood Elevation). – No change
6. WTP Valves – I understand that Doug has ordered two types of valves, based on the April 16 meeting discussion.
7. WWTP Sludge Drying Bed Pole Barn – this is still in progress.
8. New Pool Building (DRI Project) – waiting on word from NYS
9. WWTP Project PLUS Updates – This is a funding placeholder that was started back during the flood recovery years. I've updated it for you every year since. I'll work on this annual update again in the next few days, but it needs to be 'submitted' to EFC by Debby.

DOCUMENT 00490.1

## NOTICE OF AWARD

Description of work: Construction of **Village of Schoharie Contract No. 1- Parrott House Fire Service**

To: Tweedie Construction Services, Inc.

90 Crystal Creek Rd

Walton, NY 13856

The Owner has considered the Proposal submitted by you (dated April 22, 2026) for the above-described work in response to its Notice and Instructions to Bidders dated April 2, 2026.

It is to the best interest of said Owner to accept your Proposal, including Additive Alternate No. 1.1, in the total amount of sixty-two thousand ten dollars and no/100 (\$62,010.00).

You are hereby notified that your Proposal has been accepted.

You are required by the Notice and Instruction to Bidders to execute the contract within ten days from the date of the delivery of this Notice to you.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2026.

Village of Schoharie  
Owner

ACCEPTANCE OF NOTICE

By \_\_\_\_\_  
Colleen Henry, Mayor

Receipt of the above Notice of  
Award is hereby acknowledged this

\_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_



# **Schoharie Police Department**

Lieutenant Jason A. Temple  
219, 300 Main Street  
Officer in Charge  
Schoharie, N.Y. 12157

P.O. Box

Phone: 518-295-8566  
Fax: 518-295-8501  
Dispatch: 518-295-8114

## **May 20<sup>th</sup>, 2026 Employee Session**

### **Statistics: January 1, 2026–May 20, 2026**

- 53 traffic tickets were issued during this period.
- 160 calls for service were handled.
- 6 arrests were made.
- 5 auto accidents were reported.
- 2 domestic incident reports were filed.
- 20 mutual aid, medical, or fire assists were provided.

### ***Major Incidents: None Reported***

### **Department Activities and Updates**

- Transport services for unhoused individuals and mental hygiene law (MHL) cases continued.
- Additional attention, assistance, and enforcement remained in place in the Main Street school zone.
- Reports of computer and cellphone scams increased.
- Neighbor disputes continued, including issues involving Prospect House.

### **Training and Compliance**

- eJustice security training was completed. The DCJS audit was also completed, including all fingerprint records.

### **Equipment**

- An X26 Taser was purchased, along with software and accessories.

### **Community Events**

- The Walk/Bike to School event scheduled for 05/14/2026 was canceled and rescheduled for 05/20/2026 at the Schoharie Free Library.
- The Sheriff's Office Memorial Ceremony and Dedication is scheduled for 05/20/2026.
- The Memorial Day Parade will take place on 05/21/2026 at 1800, with the Sheriff's Office assisting.

Village of Schoharie  
Department of Public Works

May 20th, 2026

- Water and sewer samples/reports have all been completed.
- With help from the town DPW we graded the parking lot behind the businesses and the fox creek parking lot.
- Our new influent pump has been ordered and we are waiting for it to arrive.
- The white f350 just got a new set of tires.
- The ram 5500 has been brought to the dealer and is being repaired
- I am still waiting on the new computer for the water plant.
- I've been working with mike Herrington on the sampling manhole and I've been getting some quotes and finding a temporary solution until that's straightened out.
- I would like to get ryan started watering flowers tomorrow if possible and would like to discuss possibly another full-time employee to start training.

Doug Stinson III

## Monthly Village Employees Meeting Fire Department

- Emergency Responses
  - 20 total incidents -
    - 4 fires, 12 EMS assists, 3 fire alarms, 1 service call
- Training Activities
  - 5 monthly drills conducted
  - 2 specialized trainings – NYS “Battery Emergencies and Electrical Storage Systems”; Railroad Crossing and Rail Safety
  - Mutual aid drill with LifeNet medical air ambulance
- Personnel
  - New Members – 3 applicants accepted (1 junior)
  - Resignations – 1, moving out of the area
  - Recruitment/Retention Efforts – Recruitment yard signs within village; public visibility via pool pump-out, school “fun run”, Memorial Day Parades
- Apparatus
  - Chief command truck – four-wheel drive (4WD) serviced
  - Tanker 1441 – leaf spring replacement (5/19 to ?)
  - Mini-pumper 1423 – upcoming front end alignment
  - Trucks 1461 and 1461 - upcoming regular service
- Finance Overview
  - FY24 FEMA grant for automatic chest compression device
    - \$17K advance payment requested from FEMA; 5% SFD match
  - FY25 FEMA grant for capnography (carbon dioxide measurements) equipment due by 06/22/2026