

VILLAGE OF SCHOHARIE
Employees Meeting/Workshop – June 16, 2021

Meeting called to order @ 7:02PM in the Village Hall at 300 Main Street.

PRESENT: Mayor Caza, Trustees: Medak, Palmer and Bullock, OIC Rossi, DPW Ken Bernhardt, Deputy Clerk/Treasurer Debby Byrne. Excused Trustee Johnson, Code Enforcer Doug Stinson, and Clerk/Treasurer Leslie Price

1) OIC – Brian Rossi

- a) Memorial Day Parade was a success.
- b) School Zone continues to be a problem regarding speed. OIC Rossi spoke with the School Superintendent as well as NYS DOT. The school is willing to pay for Radar signs however OIC Rossi would like to have NYS DOT do a traffic study before making the purchase. DOT has repainted the school sign and has agreed to do a traffic study in the school zone.
- c) OIC Rossi is working on scheduling his staff for fire range practice.
- d) OIC Rossi continues to search for a new Patrol Car.
- e) Mayor Caza has requested that OIC Rossi do a six-month review of income (tickets) and expenses to review at July's meeting.

2) DPW – Ken Bernhardt

- a) DPW has been running the water and sewer plants as well as working on streets, parks, garbage barrels and lawns to mow.
- b) Finishing up water meter reads for new Water/Sewer Invoices. Ken expressed the trouble we have had with reading meters and billing. Mayor Caza would like Ken to work with Trustee Bullock and Clerk/Treasurer Leslie Price to get estimates on a new system which would read meters electronically. Mayor does want the Water/Sewer Maps to be electronic rather than paper maps and asked that Ken work on this starting with Lamont Engineers.
- c) More UFPO pole replacement.
- d) DPW staff has done Loc Out Tag Out Training as well as Confined Space Awareness Training.
- e) Ken has picked up the new Street Sweeper and DPW has begun using it.
- f) Ken has received three quotes on street paving Hilgert Pkwy, Cobleskill Stone was \$94,414.68; the Gorman Group was \$17,500.00 for just a seal coat and Schoharie County DPW said No. Ken will work on getting some more quotes.
- g) Ken inquired on the sidewalk replacement budget. NYS DOT wants a crosswalk on Main Street by the Dentists Office. Ken will get some quotes for next month's meetings on sidewalk replacement.
- h) Ken suggested that the Village Board decide on standard water/sewer hookups for new builds going forward. There was a discussion with the Mayor and Board, and all agree to come up with standardized pricing. Mayor asked that Ken put together some numbers and work involved in extending the water/sewer lines on Bridge Street. Mayor Caza would like Ken and Code Enforcer Stinson to work together to come up with requirements, inspections, and costs for hooking up water and sewer on new builds as part of the building permit process.
- i) Ken asked for an update on the Employee Handbook. Mayor Caza asked that the Clerk's Office resend the Employee Handbook to all Trustees as well as a reminder for comments and suggestions. This will be followed up in July's meeting.
- j) Ken updated the Board on his training for license requirements. Ken hopes to have his license before the end of the year.

3) Code Enforcement Officer Doug Stinson

- a) See attached Report.

4) Fire Chief – Doug Stinson

- a) See attached Report.
- b) In regard to the Fire Department filling resident pools, Mayor Caza and DPW Superintendent Ken Bernhardt agree that DPW can use the fire hydrants to fill pools for Village residents and charge them for water used. The Fire Department is instructed to send Village calls to Ken. In regard to non-Village residents the Fire Department is asked to participate. Mayor would like Ken and Doug to get together to make sure water is accounted for and billed correctly.

5) Other:

- a) Trustee Medak suggested speaking to Fire Chief Stinson about putting a hold on expanding the EMS as expanding the EMS also increases the budget. He feels a discussion should be had by the Police Department and the Board.
- b) Mayor would like a copy of the 2021 Budget to be sent to our new Trustee Bullock.
- c) With Governor Cuomo's announcement that Covid-19 restrictions have been lifted, the Board would like the Clerk's Office to begin taking reservations for our Parks. Also put notice on the Village Website that our Parks are open and reservations are available.
- d) Trustee Bullock has been assigned with developing a "Welcome Basket" for new residents in the Village. It was suggested that Cody work with Dawn Johnson as well as the Clerk's Office for information to be included. The Board would also like to put a plug on our Website welcoming new residents to the Village as well as a list of standard information including our parks, the pool as well as information such as grass mowing, snow removal and hydrant flushing.
- e) In regard to the recent Invoice from the Town of Schoharie for 300 Main Street, the Board has agreed to pay the current invoice as due. Mayor Caza will reach out to Town Supervisor Allan Tavenner in regard to charges from the Town as well as the Village.
- f) WSIP – Mike Harrington from Lamont Engineers gave an update regarding the Water System Improvement Project. Please see attached.

Mayor Caza adjourned meeting at 9:45PM.

Respectfully Submitted,

Debra A Byrne

Village of Schoharie Code Enforcement Situational Report

06/16/2021

May-2021 – June-2021

Continuing to work on transition with Lloyd Stannard.

i *Met with Lloyd and Steve Meyers on current projects in the village.*

Met with Lloyd and Mr. Goblet, in regard to progress at the Parrot House Project. Windows are going in soon.

Continued to go over paperwork and permitting process with Lloyd.

Permit Status'

i *New permit issued to Steve Meyers for the new Bridge St. project.*

New permit issued to Joe Boschevich for a new garage at his house on Main St.

New permit being issued to Bill Nay to start interior demolition at 368 Main St.

New permit issued to Pat Brady at 115 Shannon Ave. for front porch repairs that included structural integrity.

Demo took place at the Dental Practice Project, Bridge St. side. Drainage work has begun.

Working with the Birches, regarding a new sign.

Complaints

i *Received complaints, in regard to, odor of fertilizer at south end of village. Handling through the FD.*

Received complaint about the status of Joe Boschevich' building permit from a concerned neighbor, status was explained, and all is well.

Doug Stinson

Code Enforcement Officer

Village of Schoharie, New York

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Village of Schoharie Schoharie fire department Situational Report

06/16/2021

May 2021- June 2021

Calls

- i** Fire- 06
- EMS- 13
- Other- Memorial Day Parade

New Information

- i** We have residents of the village and town asking about filling their pools. In the past this was done with little or no accounting. I ask that the village provide a policy and metered rate for this activity (discuss with Ken Bernhardt) or a decision to discontinue this activity all together. I am more inclined to discontinue, however, would value your input.

We will be scheduling controlled burns for the town and village for August and September. Please let me know if you have anyone that needs this service (yes, Jeff, you are on the list. I will contact you and come take a look at your pile.)

We have repaired the primer pump on Brush unit 1451

We have purchased EMS gear for the EMT officers. This will allow officers to go directly to the scene if they are in close proximity. This will further improve initiation of care time for our residents. The village and Town of Schoharie are now setting the standard for the rest of the municipalities in the county. We would like to thank the board for your vision and support.

Unfortunately, we responded to a fatality last week. All firefighters were offered and most participated in, a critical stress debriefing and all are doing well.

We have received the report for our operations audit from the workman's compensation insurance carrier. We will review and write a response. I will forward the findings and any actions needed to the board once we fully review it.

Memorial Day Parade went extremely well, we sincerely thank the Village PD and Leslie Price for their assistance with this event!

Complaints

- i** Odor like propane has been reported at the south end of the village, The source has been determined to be a new type of fertilizer being used on the fields just west of State Rt. 30. Farm operator is planning to spread the fertilizer in the next week or so and the odor should subside shortly after that is done.

Lamont Engineers, P.C.

**Village of Schoharie
Water System Improvements Project
Meeting Report – June 16, 2021**

I. Project Update

- A. Work on the tank contract drawings and specs has continued and is nearly complete.
- B. Work on the water main drawings and specs has also continued.
- C. Your leak survey contract has been executed with ALD.
- D. CSP has pushed back on the draft access agreement relative to the necessary ongoing access to the tank site after construction. Larry and I had a conference call with Tooher and Barone to discuss the matter and that call resulted in further engagement of the surveyor. I understand that Tooher and Barone is now preparing a response to CSP.
- E. I have made initial contact with Mike Breen on the water main easements (for the distribution system), and Leslie has given contact numbers for many of the property owners.

II. Next Steps

- A. The DPW will need to locate all valves and curb stops prior to the leak survey; I will coordinate with Ken relative to the leak survey start date.
- B. The tank site design will be submitted to DOH shortly for review and approval (after review with Ken). Larry should see a DOH application form for signature soon.
- C. We will make the initial contacts with property owners on needed distribution system easements before turning over information to Mike Breen.
- D. We will assist Tooher and Barone (Meave and John) as necessary to help reach an agreement with CSP.
- E. Based on discussions with Ken, we will get back to looking at the holding pond mixer and the other pre-treatment improvements. This was put on hold to focus on the tank and to consider an alternative to the system identified in the preliminary engineering report. A site visit by the electrical engineer has been set for either July 6 or 7.