

Village of Schoharie – Employee Meeting Minutes

July 16, 2025

Presiding: Mayor Colleen Henry

Present: Trustees Palmer, Medak and DeGross, Deputy Clerk/Treasurer Debby Byrne, DPW Doug Stinson III, OIC, Jason Temple, Codes Enforcement Officer, David Knoop and Fire Chief Doug Stinson II.

Excused: Village Clerk/Treasurer Leslie Price and Trustee Peter Johnson

Employee Meeting:

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

The Mayor started the meeting by congratulating the Schoharie Fire Department on their donation of a concrete checkerboard/game table and benches for Lily Park.

1. Fire Chief, Doug Stinson
 - a. See attached Report.
 - b. Mayor Henry asked if the 1423 pumper truck will pass inspection. Fire Chief Stinson said it may need a little work but should pass. Doug feels it's a good dependable truck.
 - c. Trustee Medak asked about the June 30th training. Doug replied that the Schoharie Fire Team has become the leader in the County as far as training goes and has been coordinating the training throughout the county.
 - d. Trustee Medak reminded Doug that he needs to start getting information together for the upcoming Budget. Doug said he needs some clarification as far as Truck repair needs. Trustee Medak said to put the needs and wants into categories for immediate and future needs. Doug and Dan Smith will be sitting down next week to go over supplies and budgets.
2. OIC Jason Temple
 - a. See attached Report.
 - b. Mayor Henry asked about the Motorola Flex. OIC Temple said the County approved the MOU's with no cost from the County. Motorola will come in to train the police staff. Training will be in the next month.
 - c. Tickets are up from last year, so far 105 tickets have been written, last year's total was 103.
 - d. Calls for service have increased. Jason and his staff try to be at all EMS calls if possible.
 - e. Trustee Medak asked if they respond to all calls or just Village calls, Jason responded that they only respond to outside calls if mutual aid is needed. Jason did note that he spends approximately 6 hours a week on Town Court. At least 95% of the cases are for the Town. The Board feels it is something they should look into and charge the Town for Jason's time and work.
3. DPW – Doug Stinson III
 - a. See attached Report.

- b. Mayor Henry wanted to combine DPW with Mike Harrington's report from Lamont Engineers.
 - c. Mayor Henry mentioned that the new employee will start on July 28th. Currently due to Doctor orders, she will be doing desk work only, no heavy lifting.
 - d. RCAP Solution has located the curb stops and made a list of curb stops not found. Mayor Henry said the sewer study that RCAP Solutions did should be posted on the Village website before our Public Hearing.
 - e. The Mayor and the Board complemented DPW for the hanging of the Veteran Flags. Everyone agreed that they look very nice in the Village.
 - f. Trustee Medak asked about the quote from Morton Builders. Mayor Henry responded that according to Mike Harrington's report, we do not have the numbers yet. Mayor feels we may need to get a Bond for this work; Trustee Medak feels this project should have priority. Trustee Medak also mention that this needs to be put into the 2026 Budget.
 - g. Mayor addressed the DN Tanks punch list from Mike Harrington's report. We still need a harness for DPW , address their obligation on repairing the ladder, the vault needs two steps added, and the ventilation fan in the vault is not working. Mayor Henry will reach out to Mike Harrington on these issues. The grating that needed to be done has been done by DPW.
 - h. Mayor Henry will also contact Mike Harrington regarding Tech Industries to make sure they repair Bridge Street where there is a large pothole where they replaced the water main valve.
 - i. Mayor Henry will have Mike Harrington reach out to RB Robinson regarding repairs to Dave Ornoski's driveway on Orchard Street.
 - j. In regard to Joe Redmen and the Chlorination/de-chlorination system; the Mayor has contacted Mayor Knight in Middleburgh however they do not use the copper sulfate system. Joe Redmen wants to be hired as an employee of the Village of Schoharie and the Board feels that is an expense the Village can not take on at this time. The Mayor has asked Mike Harrington for other options. Mayor Henry will also call Town Supervisor Ben Oevering to see what the Town is using in Central Bridge. Fire Chief Doug Stinson offered to reach out to his person to see if he had licensing or had any suggestions. Mayor Henry is also looking into what is involved in being licensed.
 - k. The Mayor and the Board thanked DPW staff for stepping up during this time having no DPW Superintendent.
4. Code Enforcement - David Knoop
- a. See attached Report.
 - b. Mayor Henry sat with Floyd Guernsey to go over his growing project and also watched a video/seminar. Mayor wants Floyd to have a backup plan should the Village be without power. The Mayor also found an indoor grower in Cazenovia, New York in which she plans to visit.
 - c. The Parrott House project is ongoing. The Fire Protection plans have been updated. The elevator plans have been updated; they will be getting a smaller elevator which will fit inside the building. The first floor will consist of a restaurant, bathrooms and coffee area and the inspection was satisfied. The second-floor renovation will be in phase 2.
 - d. Dave did find a project that was unpermitted and mentioned that unpermitted projects should be listed in the fee schedule and Mayor Henry agreed. Dave will research what other Towns/Villages are charging and get back to the Mayor.
 - e. The Mayor discussed the Jeremy May project. The Mayor did reach out to the Village Attorney and found that a new Attorney has been assigned to this case. The Mayor will put a call in to the new Attorney as well as Judge McCalister tomorrow.

f. The Mayor also asked Dave what would be involved in condemning a property. Dave said it would be a complicated process and would need a Court Order to enter the property. They would then have to inspect for unsafe living conditions including mold, infiltration, etc.

5. Mike Harrington – Lamont Engineers – Excused

a. See attached Report.

6. Other

a. The Mayor gave a brief update on the Trail Project. She spoke with Nan in regard to starting a new application. The Mayor feels it may be better to submit next year once all easements are in place.

7. Adjournment

Motion made by Trustee Palmer, second by Trustee DeGroff unanimously carried to adjourn meeting at 7:42PM.



Village of Schoharie Schoharie Fire

Department Situational Report

June 2025

07/16/2025

1.) Calls

- 16 EMS
08 Fire

2.) Drills & Training

- Held 5 NFPA best practice drills.

3.) Education

- 1 Firefighter is enrolled to begin EMT class, starting in August.
- 1 EMT is currently enrolled and attending Paramedic School.
- June 30th we hosted 32 people, between Schoharie Fire Department, Central Bridge Fire Department/Ambulance, SchoWright Ambulance, Cobleskill Ambulance and Schoharie County EMS, participate in interagency operations and patient movement methods.

4.) Fundraisers/Events

- Planning going on currently for Christmas in Schoharie 2025. The committee held a meeting last night. The next meeting will be on August 19th at 7pm and all are welcome to attend and give input or suggestions.

5.) Near Misses/Major Incidents-

- Nothing to report

6.) Apparatus/Equipment

- 1423 will be going for annual pump test certification in July.

7.) Building and Grounds

- The new compressor[is on line and station air is operational

8.) Misc.

- We swore in two new members this month.



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

July 16th, 2025 Employee Session

January 1st, 2025 – July 15th, 2025 Stats

105 Traffic Tickets
257 Calls for Service
7 Arrests
10 Auto Accidents
3 Domestic Incident Reports
24 Mutual Aid/Medical/Fire Assists

No Major Incidents

Citizen Advisory Board:

Meeting on May 21st, 2025. All went well. Next meeting scheduled September 17th, 2025 @ 0930 Christ the Shepard Lutheran Church. Advertised on Village Website and TextMyGov.

Motorola Flex:

The County Attorney approved MOUs. Signed off, see attached. Training should start within a month.

Community Events:

July 12th- Lily Fest 1000-1500. *Traffic Control and Walking Beat.*

July 14th-18th Summer Camp. *Extra Attention.*

August 1st- SPA Summer Concert. *Traffic Control and Walking Beat.*

Village of Schoharie

Code Enforcement & Buildings Dept

July 16, 2025

1. Met w/ Verisk Community Hazard Mitigation Services to review Village of Schoharie Permit Dept Policies & Procedures
 - a) Last Village of Schoharie assessment review was approximately 20+ years ago
2. 300 Main Street Building Improvements
 - a) Exterior Masonry Repair/Improvements project planned through Town of Schoharie
 - b) Working w/ Lamont Engineers to get a permit & review / currently out for bid
3. Old Stone Fort – Work ongoing
 - a) Foundations completed and backfilled
 - b) Structural steel framing being erected on-site
4. 445 Main Street – Building demolition complete – general site clean-up ongoing
 - a) Ice Cream Stand has been placed on site
 - b) Interior fit-out to be DOH food-service ready
 - c) Public toilet to be included in design
 - d) Currently under review through permit application
5. Parrot House – Construction ongoing
 - a) On-site meeting w/ stakeholders & owners on Friday 7/11
 - b) Additional code plan revisions needed to satisfy base NYS code requirements
 - c) Fire Protection plans under review – engineer to review & stamp
 - d) Elevator cutsheet submitted for review – feedback by end of this week
 - e) Rough Framing inspection for 1st Floor restaurant, toilets, and coffee area satisfied
6. Mainbridge Commons
 - a) Planning Board Application and Review ongoing – meeting tentative for next week
 - b) Village Board made motion for lot line adjustment at Mainbridge Commons parcels
 - c) Tentative discussion of Planning Board Meeting next week
7. Proposed Grow Structures at Guernsey's Nursery
 - a) Floyd Guernsey & business partners met w/ Village Board on 7/8 to review project and answer any community
 - b) List of additional questions being prepared to share with Floyd before end of week in regard to additional necessary building plans and upcoming permit application
8. Crowing Hen Restaurant/Coffee?
 - a) New window business signage on Main St – anticipating a new opening soon(?)
 - b) No permits or plans or discussions of any kind yet - need to meet w/ owners & review

DPW Monthly Report
July 16, 2025 Employee Meeting
Submitted by Doug Stinson III

- Doug Stinson III worked with Adam from RCAP Solutions on curb stops and worked on a list of curb stops not found.
- Veteran Flag are all hung.
- Sewer and Water Monthly Reports and samples are complete.
- Regular mowing and trimming done.
- Paul's truck is at the Body Shop being repaired.
- Drained and repaired Aerator One.



Leslie Price <villscho@gmail.com>

Lamont Meeting Report Email -- 7-16-25

1 message

Mike Harrington <MHarrington@lamontengineers.com>

Wed, Jul 16, 2025 at 1:51 PM

To: Colleen Henry <mayor.scho@midtel.net>, colleen henry <cokeyhen@hotmail.com>, Peter Johnson <schopoete663@gmail.com>, Sal Medak <smedak@nycap.rr.com>, Jeff Palmer <jeffpalmer19@gmail.com>, Becky DeGroff <rsdegroff@gmail.com>

Cc: Leslie Price <villscho@gmail.com>, Dave Brennan <DBrennan@youngsommer.com>

Water Project

1. RB Robinson has not yet requested final payment, but I expect that it could be any day now. I still need to take a look at the Ornoski driveway.
2. The DN Tanks Punch List is now at 3 items (2 of which are new):
 - The safety harness found by DPW was apparently for something else, so DN Tanks still needs to furnish
 - The ventilation fan in the vault is not working
 - The vault needs two more steps that had been left out during the initial fabrication of the pre-cast concrete.
3. I'm still waiting to hear back from Tech Industries on scheduling a site visit to get a quote from a paving company to adjust the paving credit that was proposed in May. I last checked with them on June 18; I will attempt to check again soon.

Other Work

4. I met with Mike Kennedy to go over the recent DEC inspection and the WWTP chlorination/de-chlorination system. I have given him the information that I had given Ken before his retirement. At this point in the disinfection season, I agree with Mike Kennedy that you should just continue as-is through the fall and then focus on getting the necessary new system components online for next spring. The following items will be needed prior to the 2026 disinfection season:
 - Two heavy-duty sump pumps (Mike K. has quote)
 - New de-chlorination sampling manhole (can possibly be installed by DPW)
 - Start-up and Operator Training on the instrumentation (likely by Ted Marks)
5. Scott Harriman of Morton Buildings said he will be able to get us budget numbers for a replacement DPW Garage by the end of this week. Many times, these quotes don't include everything, so I will review first to see if any significant scope items are missing. Note that the Board should give some thought to whether or not a larger DPW garage is needed; an extra bay (or two) may be desirable? If the size of the building changes, the location on the site could also be re-evaluated. With this said, any change in footprint could trigger archeological concerns depending on what regulatory/permitting agencies are involved.

6. We continue to coordinate with EDR on the Community Pool Improvements and other potential DRI projects.

7. I will gladly help with the transition to the new DPW Supt. in any way that you want.

I cannot attend tonight as I have a Town PB meeting on the Highbridge Amazon project.

But please contact me if you have any questions; I will be reachable all day on my cell.

Mike

Sincerely,

Michael D. Harrington, P.E.

Principal Engineer

Lamont Engineers, P.C.

Dedicated to Service... Committed to Excellence

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