

Village of Schoharie – Employee Meeting Minutes

August 20, 2025

Presiding: Mayor Colleen Henry

Present: Trustees Johnson, Palmer, Medak and DeGroff, Clerk/Treasurer Leslie Price, DPW Doug Stinson III and Anne Clouthier and OIC, Jason Temple.

Excused: Village Deputy Clerk/Treasurer Debby Byrne, Codes Enforcement Officer, David Knoop and Fire Chief Doug Stinson II and Mike Harrington from Lamont Engineers.

Employee Meeting:

Meeting brought to order: By Mayor Henry at 6:32PM

1. Fire Chief, Doug Stinson, excused.
 - a. See attached Report.
2. OIC Jason Temple
 - a. See attached Report.
3. DPW – Doug Stinson III
 - a. See attached Report.
 - b. In regard to the truck issues, Trustee Medak suggested having a welder look at the 1989 Dump Truck to see if it can be repaired. Trustee Palmer suggested Alton Palmer and will send name and contact details to Anne.
 - c. The 2015 Ram 5500 has a scheduled appointment with T&T Body King in Latham on August 27, 2025. Clerk/Treasurer Price asked for a Motion to approve getting the truck repaired.

Motion made by Trustee Johnson seconded by Trustee Palmer unanimously carried to approve Anne getting the 2015 Ram 5500 fixed as long as the quote is between \$600.00 and \$1,200.00 dollars.

- d. DPW would like the Board to approve sending the 2008 Ford F350 with plow to auction. They will need to look for the Title. Suggested contacting Tracy or Larry Caza at DMV.

Motion made by Mayor Henry, seconded by Trustee DeGroff, unanimously carried to approve sending the 2008 Ford F350 with plow to auction.

- e. There are cows in a pasture on the creek side of the road on Waterbury Road which should not be there. If the springs and pond fail, DPW would need to utilize the creek/pump station. Mayor Henry and Trustee Medak agreed to visit the property owner.

f. Anne will reach out to Lamont Engineers regarding the pump gallery issues to make sure that in the event of a failure, the pump station will still work.

4. Code Enforcement - David Knoop

- a. See attached Report.
- b. David Knoop created a new Permit Fee Schedule for the Board.

Motion made by Mayor Henry, seconded by Trustee Johnson, unanimously carried to approve the amended Fee Schedule submitted by Code Enforcement Officer David Knoop.

5. Mike Harrington – Lamont Engineers – Excused

- a. The water project is slowly winding down. Mike expects that all remaining contracts (DN Tanks, Tech, and Robinson) should be able to be closed out over the next few months.
- b. Is the Board ready to discuss the DPW garage?

6. Other

- a. Trustee Johnson would like DPW to order the four-inch meter for the Parrott House.
- b. In June, the Board met with Clerk/Treasurer and went over the oversight Land Book.
- c. Mayor Henry read aloud to the Board Resolution 14-2025 whereas Niagara Company #6 is in the process of finalizing a loan agreement with the Bank of Greene County to amortize debt in the amount of approximately \$485,000 at an interest rate of 5.24 per cent for a period of twenty years commencing in April of 2026. Dan Smith signed this Agreement.

Motion made by Trustee Johnson seconded by Mayor Henry, unanimously carried to approve Resolution 14-2025 whereas Niagara Company #6 is in the process of finalizing a loan agreement with the Bank of Greene County to amortize debt in the amount of approximately \$485,000 at an interest rate of 5.24 per cent for a period of twenty years commencing in April 2026. The roll call of votes is as follows:

Mayor Henry	Aye
Trustee Johnson	Aye
Trustee Palmer	Aye
Trustee Medak	Aye
Trustee DeGroff	Aye

Motion made by Trustee Johnson seconded by Trustee Medak unanimously carried to enter Executive Session at 7:47PM.

Motion made by Trustee Johnson seconded by Trustee DeGroff unanimously carried to exist Executive Session at 8:35PM.

Motion made by Mayor Henry, seconded by Trustee Palmer, unanimously carried to approve the July Board Meeting Minutes and the July Employee Meeting Minutes.

7. Adjournment

Motion made by Trustee Palmer, second by Trustee Johnson unanimously carried to adjourn meeting at 8:40PM.

Respectfully Submitted,
Leslie Price
Village Clerk/Treasurer



Village of Schoharie
Schoharie Fire Department
Situational Report July 2025
08/20/2025

1.) Calls

- 21 EMS
08 Fire

2.) Drills & Training

- Held 4 NFPA best practice drills.

3.) Education

- 1 Paramedic student is 100% complete, awaiting state testing.
- 1 Current EMT is currently enrolled and attending Paramedic School.
- 1 Firefighter enrolled in EMT class at Montgomery County Sheriff's Department.

4.) Fundraisers/Events

- Planning going on for Christmas in Schoharie 2025.
- Planning a Fall themed Covered Bridge Dinner for October 11th.

5.) Near Misses/Major Incidents-

- Nothing to report

6.) Apparatus/Equipment

- Nothing to report

7.) Building and Grounds

- The new compressor is operational. Looking into separation of air supply lines in station for different regulated pressures.
- Investigating water infiltration into the basement through an electrical conduit.
- Bringing in an election for a quote on security lighting.
- Removed some evergreen trees that were interfering with the proper operation of the AC condensers.

8.) Misc.

- Would like to work with DPW on flow testing hydrants with GPM labeled on each hydrant.
- Would like to know if DPW can do the work on the fire hydrant at the firehouse or if we should put it out to bid to get fixed?



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

**August 20th, 2025
Employee Session**

January 1st, 2025 – August 19th, 2025 Stats

122 Traffic Tickets
296 Calls for Service
7 Arrests
11 Auto Accidents
4 Domestic Incident Reports
32 Mutual Aid/Medical/Fire Assists

No Major Incidents

Continued neighbor troubles at Birches & Parsonage Pines.
Continued transport of the unhoused.

Citizen Advisory Board:

Next meeting scheduled September 17th, 2025 @ 0930 Christ the Shepard Lutheran Church. Advertised on Village Website and TextMyGov.

Motorola Flex:

Signed MOU have not received Training dates at this time.

Community Events:

July 14th-18th Summer Camp. *Extra Attention.*
August 1st- SPA Summer Concert. *Traffic Control and Walking Beat.*
August 15th – SPA Summer Concert. *Traffic Control and Walking Beat.*
August 22nd – SPA Summer Concert. *Traffic Control and Walking Beat.*

Lexipol/PoliceOne Training:

(9) Critical/NYS Mandated
We received Silver Award plaque from Lexipol Connect for excellence in online training management.

Village of Schoharie
Department of Public Works
August 20, 2025

- Introduction, Anne Clouthier, 2A wastewater license, CDL B, 6 years of experience working in DPW/wastewater, 3 years of experience with water lines/water breaks
- The promotional banners have all been hung, the signs have been hung as well, they look very nice.
- Trees around the village have been trimmed back to improve the ability to see the signage.
- Multiple truck issues...
 - 1989 International Dump truck, cracked frame, either need to consider replacement or possibility of a frame rail repair, looking into prices
 - 2015 Ram 5500, electrical issues, no low beams, appointment is scheduled with T&T Body King in Latham for next Wednesday 8/27, they estimate repairs from \$600-\$1200 depending on which wiring harness they need to replace
 - 2008 Ford F350 with plow-send it to auction
- Operator courses/Licensing
 - Waste Water renewal for Anne, initial certification for Doug- Anne's will be home study, Doug's will be through Suny Morrisville in December, that's the earliest they are holding a Basic Operations Course.
 - Water licensing for both...Suny Morrisville is losing their course instructor Steve Sanders, his last day is Friday 8/22, they are unsure whether or not they will be able to find an instructor to replace him in order to hold the Class D water, class in September-Doug needs this class. Class B water, class is scheduled to be held in November-both Anne and Doug need this class
- Street Light Project- street lights are in and installation work is slated to begin the end of this week.. thank you to everyone who worked hard to make this happen ahead of schedule
- Waterbury Rd- cows in pasture of the creek side of road...can not be there, if the springs and pond fail, we need to utilize the creek/pump station, could pose a large health issue if cow excrement is running off into the creek.
 - Pump station gallery issue- Will be working with Lamont Engineering to make sure that in the event of a failure the pump station will work-concerns after the flood project was completed.

Village of Schoharie
Code Enforcement & Buildings Dept
August 20, 2025

1. 300 Main Street Building Improvements – Work upcoming
 - a) Exterior Masonry Repair/Improvements project planned through Town of Schoharie
 - b) Lamont Engineers to coordinate work schedule start
2. Old Stone Fort – Work ongoing
 - a) Structural steel framing complete and inspected
 - b) Resolved plan issues w/ ADA toilet room and elevator/exterior wall locations
 - c) Interior wood framing and floor structure being installed
3. 445 Main Street – Building demolition complete – general site clean-up ongoing
 - a) Ice Cream Stand interior inspections completed 7/20
 - b) Exterior Final inspection completed 8/12
 - c) Outstanding issues corrected/verified 8/16
 - d) Certificate of Occupancy issued 8/16
4. Parrot House – Construction ongoing
 - a) On-site meeting w/ stakeholders & owners on 7/11
 - b) Additional code plan revisions needed to satisfy base NYS code requirements – still outstanding
 - c) Fire Protection plans under review – engineer to review & stamp
 - d) Met w/ owners on 8/15 to walkthrough 1 floor restaurant area progress
 - e) Rough Framing inspection for 1st Floor restaurant, toilets, and coffee area satisfied
 - f) Partial occupancy inspection scheduled for 8/21 for 1-day event on 8/22
5. Mainbridge Commons
 - a) Planning Board Application and Review ongoing
 - b) Village Board made motion for lot line adjustment at Mainbridge Commons parcels
6. 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 questions and concerns
 - b) Reviewed w/ Floyd post-meeting the need for additional plans & details, vegetation/screening plan, utility plans, connection details
 - c) Inputting permit application into CloudPermit by end of this week 8/22 on behalf of Guernsey's Nursery
7. Crowing Hen Restaurant/Coffee?
 - a) New window business signage and new hanging blade on Main St. Mayor knows owners – able to reach out after last meeting to follow up?
 - b) No permit applications, plans or discussions of any kind w/ local building department
8. Ongoing complaints from nearby residents regarding property at 326 Main St conditions and foul odor – reached out to owner via phone/voicemail as well as in-person stop – no response from owner
9. 201 Bridge Street
 - a) Code Violations letter sent to owner identifying outstanding issues and need to correct within

outlined timeline

b) No response yet back from owners

9. DRI Grant Initiative

c) Ongoing assistance w/ applicants to assist with questions and expectations w/ necessary steps

for code plans / code review expectations

Permit Fee Schedule – Village of Schoharie

Pending Board Adoption August 20, 2025

PERMIT/INSPECTION	PERMIT FEE
Residential Building Permit Valid 1 year from date of issuance New Construction, Additions, Alterations, Renovations, Porches & Decks, Garages, etc.	A) \$50 Base Fee Up to \$2,000 Construction Value B) \$50 Base Fee and additional \$5 per \$1,000 Construction Value over \$2,000
Building Permit – Renewal	50% of Initial Building Permit
Alteration – Per Structure Porch, Siding, Garage, Fireplace, etc.	\$100
Principal Residence Demolition	\$250
Accessory Structure Demo Garage, Shed, etc.	\$50
Shed Permit required over 144 SF	\$50
Commercial Building Permit Valid 1 year from date of issuance New Construction, Additions & Alterations	A) \$250 Base Fee Up to \$10,000 Construction Value B) \$250 Base Fee and additional \$5 per \$1,000 Construction Value over \$10,000
Commercial Fire Inspection Commercial Establishments not containing an area of Public Assembly are required to be inspected and certified every 24 months	A) \$25 principal business unit B) Additional units at \$25 per unit
Public Assembly Space Inspection Annual Inspection - Max Occupancy over 49 persons	\$50 per Assembly Space
Commercial Building Demolition	\$400
Short Term Rental Registry One Time Fee	\$10 per rental unit
Short Term Rental Inspection Required to be inspected every 36 months	\$50 per rental unit
New Water Connection Tap (by pipe tap connection diameter)	\$750 ¾" Connection \$800 1" Connection \$1,000 1½" Connection \$1,000 2" Connection
New Water Lateral Connection	>2" Connections shall be coordinated through Water Department for vendor quote \$1,000 plus cost of materials and cost of tap (intended to cover cost of tunneling under street)
Frozen Water Meter Replacement	\$50
Certificate of Occupancy /	\$50
Certificate of Compliance Search	\$50

Sign Building, Pole, Pedestal, Monument Sign, etc.	\$50
Food Vendors / Operating Permit Valid for calendar year of issuance	\$75
Non-Conforming Water Meter Charged within Water Bill	\$65

JEFFERY PALMER, TRUSTEE
PETER JOHNSON, TRUSTEE
SAL MEDAK, TRUSTEE
BECKY DEGROFF, TRUSTEE

PO BOX 219
SCHOHARIE, NY 12157-0219
E-MAIL: villscho@midtel.net



COLLEEN M. HENRY, MAYOR

LESLIE J. PRICE, CLERK AND
TREASURER

DEBRA BYRNE, DEPUTY
CLERK/TREASURER

518-295-8500

(FAX) 518-295-8501

TDD NUMBER 1-800-662-1220

RESOLUTION 14-2025

Niagara Company #6 is in the process of finalizing a loan agreement with the Bank of Greene County to amortize debt in the amount of approximately \$485,000 at an interest rate of 5.24 per cent for a period of twenty years commencing in April of 2026. This debt was initially incurred for the construction of a new fire house on Fort Road in the Village of Schoharie. For the past five years, the Village has provided an annual contribution of \$10,000 to assist in retiring this loan. In recognition of the role Niagara Company #6 provides in ensuring the safety of the Village and Town residents and property owners, the Village of Schoharie and the Town of Schoharie Boards affirm that they will provide funds in an amount not to exceed \$29,884 on an annual basis for the twenty-year period of the loan. The split between the Town and Village will be determined annually based on property tax assessments with approximately 70% contributed by the Town of Schoharie and 30% by the Village of Schoharie and will constitute 75% of the loan amortization. Future Town and Village Boards will be legally bound by this agreement.

This Resolution was considered and unanimously approved at a regularly constituted and publicized Board meeting on August 20, 2025.

Certified August 28, 2025
300 Main Street, Village of Schoharie New York

A handwritten signature in black ink, appearing to read "Leslie J. Price", written over a horizontal line.

Leslie J. Price, Schoharie Village Clerk/Treasurer