

REGULAR MEETING-BOARD OF TRUSTEES-JUNE 21, 2005-6:00 P.M.

PRESENT: ERNEST W. MARTIN, MAYOR; TRUSTEES – JOHN MURPHY, MICHAEL HANEHAN, MARTIN RICCARDI, RAYMOND WALKER

ALSO PRESENT: ATTORNEY, JAMES PELUSO; BUILDING CODE OFFICER, THOMAS MELLON; FIRE CHIEF, JEFF MAHAR; SUPT OF PUBLIC WORKS, RANDY RATHBUN; THOMAS RINALDI, EMERGENCY PREPAREDNESS COORDINATOR

Mayor Martin introduced Tom Rinaldi, father of the draft Town & Village Comprehensive Emergency Preparedness Plan. Mr. Rinaldi explained the Town has now adopted the plan, he went on to explain the plan:

The plan defines legal authority in the event of an emergency, it outlines mitigation strategies, training, warning methods to the general public; continuity of operation; response & how it would be organized, recovery to a normal state, plan for public information.

All future funding from the Federal Government will require that a preparedness plan be in place before they would contribute 75% of any disaster costs, this plan must include national incident command components. Village has a hazard mitigation plan in place, would need a communication plan, hazard analysis, procedure for disaster declaration & a shelter plan.

It is a guidance document for continuity of operation and response in the event of an emergency. The response plan should be exercised annually. Mr. Rinaldi stated he would provide a copy in electronic format.

Mayor Martin thanked Mr. Rinaldi for providing this valuable information.

Mr. Rinaldi stated he is reviewing the Village Hazard Mitigation Plan and would advise of necessary revisions.

BUILDING CODE OFFICER – Thomas Mellon

Mr. Mellon stated he renewed Mr. Kravalis' permit, issued various permits, and attended training for lead abatement.

Trustee Walker explained he requested Mr. Morrell attend the meeting to obtain information relevant to obtaining a building permit. Mr. Morrell explained the situation to date, he wants to comply with regulations he just would like information upfront to prevent delays. Mr. Mellon explained he spoke to Mr. Morrell several times regarding the project. The codebooks are quite thick and it would be unreasonable to expect the board to be able to answer questions regarding code, that is why there is a code officer. It seems that the Board will have to trust that person's judgement regarding issuing permits.

Trustee Walker is in favor of following rules, it is just that with the changes that are taking place are new to the residents and he feels it is necessary to explain this to people.

Trustee Murphy would like to have a workshop with the Building Code Officer, send a letter to residents explaining the regulations that must be followed.

Discussion was held regarding possible changes to the local law.

CORRESPONDENCE

Clerk read a letter from Susan & Keith Kussius regarding recent improvements made in the Village and how they appreciate the upgrades.

The Clerk advised that she received information regarding anti-terrorism coverage for our insurance renewal. The Board must reject coverage or we will be billed \$890 for this coverage.

MOTION authorizing the Mayor to sign the form to reject terrorism coverage for the Village of Stillwater was made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 4-0

FIRE CHIEF – Jeff Mahar

Request Board approval to reinstate Randy Rathbun in the Fire Dept.

MOTION to approve Randy Rathbun for membership in the Fire Department made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 4-0

Convention update: Date July 14, 15 & 16, 2005; two parades, 1 Friday, July 15 at 7:00 P.M. Mardi-Gras style 29 marching units, 2nd Saturday, July 16 at 1:00 P.M., 5 Divisions, 60 units 12 bands. We have 20 Fire Police for traffic control, will use Town Police on State Highway. DOT will not provide signage, need to notify emergency personnel. Will be notifying residents via newspapers, door to door on streets affected. Village will contribute \$3,000 paying vouchers up to that amount. Trustee Walker presented a check for \$2,500 from General Electric.

Trustee Murphy questioned that status of the upstairs meeting room. Chief Mahar thanked the Board & Randy for their support. It should be completed before the convention.

SUPT. OF PUBLIC WORKS – Randy Rathbun

Water – media has been changed; CT Male working on water project; flushing #3 well there doesn't appear to be a problem with the well, will put back in service; DOH has approved the caustic soda addition, waiting for flows to equalize before putting on line; water break Major Dickinson Avenue repaired; would like to do some leak detection if money is available.

Sewer – Kestner has sampling completed, will keep equipment to see if we get some high flows, hope to have study completed by September or October; installed a manhole at the edge of the playground, did some pressure testing, the line across the canal is broken, will repair; will be doing preventative maintenance at the WWTP. Generator at sewer plant needed repair also had water plant generator serviced.

Firehouse project is coming along, encountered many electrical problems, had to rewire the entire upstairs; the Clerk's Office and a portion of the downstairs. Would like to purchase a new sign for the firehouse, it was forgotten when we purchase the rest of the signs.

MOTION to spend up to \$1,000 to replace the firehouse sign and lights was made by Trustee Walker, seconded by Trustee Murphy.

Motion carried 4-0

We are having a problem with the telephones in the building, would like to hire a company to correct the errors. Supt. was advised to get an estimate from Converge, if it is affordable have them do the work.

Stamped Concrete – set to pour on Thursday morning, have been talking to the church about the possibility of removing blacktop between sidewalk and fence, replace with grass and sections of stamped concrete and install the benches on the sections of stamped concrete, they have some concerns regarding their fence.

Colonial Road – manhole relocated will pave end of July, topcoat Colonial and redo the intersection Broughton & Colonial Road. Having a lot of problems with single axle dump truck, it should be replaced it is 15 years old and it used all the time. Will also need to consider replacing the backhoe.

COMMITTEE REPORTS

Trustee Michael Hanahan – Trustee Hanahan and Trustee Riccardi attended a joint Water Committee meeting, spoke regarding extending the water district, the Committee was not interested in extending the district at this time. The Town is installing new radio read meters to all homes in district one. They will bill homeowners \$20.00 per billing for 5 years rather than the full amount immediately. Discussion: would be something to consider, would save on manpower and increase accuracy of billing. Questions regarding

Zecca contract status. DPW will upgrade equipment, re-do contracts, contracts will be with individual homeowners permission to access property to read meters, he will turn line over to village.

Trustee John Murphy – Trustee Murphy explained he received a brochure from DBS Planning Consultants regarding applying for a planning grant to plan for community growth and development, the cost to apply would be \$700.00.

MOTION to authorize DBS Planning Consultants to apply for a planning grant for the village of Stillwater at a cost of \$700.00 was made by Trustee Hanehan, seconded by Trustee Walker.

Motion carried 4-0

Trustee Murphy corresponded with Provident Development following the workshop articulating the things the Board would like to see accomplished. Jim Quinn is working on the plans using the recommendations from the Board.

Trustee Murphy stated the Personnel Plan is ready for adoption.

BE IT RESOLVED that the Village of Stillwater Board of Trustees does hereby adopt the Personnel Plan for all village employees.

Resolution moved by Trustee Murphy, seconded by Trustee Walker.

Roll Call Vote:

Trustee Murphy	yes
Trustee Walker	yes
Trustee Riccardi	yes
Trustee Hanehan	yes
Mayor Martin	yes

Motion carried 5-0

Trustee Martin Riccardi – Supt. covered all.

Trustee Raymond Walker – Comprehensive Plan, joint plan is progressing for the town, hope to begin work on village soon.

VILLAGE ATTORNEY – James Peluso

Potential claim against village to be discussed in executive session.

CLERK-TREASURER – Margo L. Partak

Requested permission to order NEXTEL phone for Fire Chief

MOTION authorizing Clerk-Treasurer to order NEXTEL service for the Fire Chief was made by Trustee Murphy, seconded by Trustee Walker.

Motion carried 4-0

MOTION to open the floor to the public and press made by Trustee Walker, seconded by Trustee Hanehan.

Motion carried 4-0

MOTION to close the floor to the public and press made by Trustee Hanehan, seconded by Trustee Murphy.

Motion carried 4-0

NEW BUSINESS

Mayor was approached by resident of St. John's Place, requesting village accept this as a village street. Discussion was held, it was decided it would need to be brought up to village specifications first.

Mayor Martin was authorized to enter into a contract with the Mechanicville Area Senior Citizens Center for the budget amount of \$600.00.

OLD BUSINESS

Cable Franchise: waiting to receive information regarding the town franchise agreement.

Fee schedule: it was decided to schedule a meeting with the Code Officer to review the fee schedule before adoption.

Board reviewed survey for Hallum easement.

BE IT RESOLVED that the Board of Trustees does hereby accept the utility easement, authorize the transfer of .24 acre parcel of land and agree to provide title insurance to Mr. Hallum, and

BE IT FURTHER RESOLVED that the Mayor is authorized to sign the necessary documents to convey .24 acre parcel of land to Mr. Hallum, the utility easement for the village sewer force main and furnish title insurance to Mr. Hallum.

Resolution moved by Trustee Murphy, seconded by Trustee Hanehan.

Discussion: Trustee Hanehan questioned if Mr. Hallum had approved the documents. He has reviewed and accepted.

Roll call vote:	Trustee Murphy	yes
	Trustee Walker	yes
	Trustee Hanehan	yes
	Trustee Riccardi	yes

Motion carried 4-0

Discussion was held regarding 8 Broughton Lane resident injured on street. To be discussed in executive session.

MOTION to approve the Treasurer Report made by Trustee Hanehan, seconded by Trustee Riccardi.

Motion carried 4-0

MOTION to approve the minutes of May 17, 2005 made by Trustee Riccardi, seconded by Trustee Murphy.

Motion carried 4-0

MOTION to approve the audited claims:

A	\$55,293.00
F	\$14,370.24
G	\$ 7,404.07
H	\$ 3,295.42

Made by Trustee Walker, seconded by Trustee Hanehan.

Motion carried 4-0

MOTION to adjourn to executive session at 7:40 p.m. made by Trustee Hanehan, seconded by Trustee Murphy.

Motion carried 4-0

MOTION to adjourn was made by Trustee Riccardi, seconded by Trustee Walker.

Motion carried 4-0

Meeting adjourned at 8:05 P.M.

Respectfully submitted,

Margo L. Partak
Clerk-Treasurer