

AGENDA – REGULAR MEETING  
VILLAGE OF POTSDAM BOARD OF TRUSTEES  
JULY 18, 2022 – 4:30 P.M.

POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

ROLL CALL:

1. ACCEPTANCE OF MINUTES:

June 21, 2022	Regular Meeting	4:30 p.m.
July 5, 2022	Special Meeting	4:30 p.m.
July 5, 2022	Executive Session	5:23 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. DEPARTMENT OF PUBLIC WORKS REPORT:

6. PUBLIC COMMENT:

7. NEW BUSINESS:

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the partial expenditures for the month of July 2022 in the amount of \$578,534.19 chargeable to the following funds:

General Fund	\$ 488,488.83
Water Fund	34,598.10
Sewer Fund	36,468.08
Hydro Fund	625.10
Trust & Agency Fund	494.62
Recreation Fund	650.50
Trash Fund	<u>17,208.96</u>
TOTAL	<u>\$ 578,534.19</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the additional expenditures for the month of June 2022 in the amount of \$490,924.47 chargeable to the following funds:

General Fund	\$ 300,428.63
Water Fund	61,835.68
Sewer Fund	14,244.56
Hydro Fund	24,707.09
Trash Fund	69.06
Trust & Agency Fund	3,557.92
Capital Fund	240.50
Payroll Fund	68,684.97
Recreation Fund	<u>17,156.06</u>
TOTAL	<u>\$ 490,924.47</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Village of Potsdam to submit an application for grant funding through the NY State Department of State’s EPF Local Waterfront Revitalization Program’s 2022 Consolidated Funding Application Round. The Village seeks a grant in the amount of \$200,845 in state support for the preparation of architectural and engineering plans and specifications for the renovation of, and addition to, the Pine Street Arena at Sandstoner Park; for the installation of accessibility improvements to Sandstoner Park’s beach and Raquette River Blueway Trail tourist information kiosks. The Village Board of Trustees hereby allocates \$40,170 in cash from the Village General Fund and \$26,780 in donated professional services and equipment as its local match for the project. The mayor or in his absence, the Deputy Mayor is authorized and directed to execute the application document, any required certifications and any resulting grant agreement that results from said application.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution allocating \$17,137 in funding from the Miscellaneous Revenue Fund to be used as a share of local costs for the development of construction of the Raymond-Depot Connector Street; the balance of funding for the project to be provided by the Northern Border Regional Commission, The St. Lawrence River Valley Redevelopment Agency and the Village General Fund.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution allocating a total of \$12,000 in grant funding through the Village Downtown Improvement Program to provide supplemental grant assistance to small businesses participating in the DRI “Quick Start Grant Program” for the express purpose of commissioning environmental consulting services in advance of building repairs.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution awarding the bid for the sale of the surplus Wood Splitter to Michael Ames for his bid of \$1,005.00.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

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Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the following Excessive Water Bills Policy:

No water charge shall be considered for adjustment unless said bill shall be:

1. At least five hundred dollars (\$500.00) larger than or
2. Three (3) times greater than,

The average of the four (4) previous water charges for the same characteristics of water use.

No adjustment shall be made more than one (1) time in a five-year period by a landowner or other person responsible for the water charges.

The adjustment should be made as follows:

1. Average the three (3) quarters previous to the high bill complaint.
2. Subtract the average of the three (3) quarters from the high bill.
3. Multiple these results by .5.
4. Subtract the result of the multiplication from the high bill.
5. This result is the adjustment # of gallons for the adjusted billing.

**Example:**

Meeting the criteria:	Descrip.	Amounts	Meets the Criteria
\$500 larger than the avg. of 4 previous charges	Q1	\$ 120.24	
For the same characteristics of water use	Q2	\$ 153.76	
	Q3	\$ 187.28	
	Q4	\$ 229.18	
	Total	\$ 690.46	
	Avg. of 4 Q's	\$ 172.62	
Is the bill \$500 larger than the Avg.?	Avg of 4 Q's + \$500.00	\$ 672.62	YES
or			
Three times greater than the Avg.	3 x Avg	\$ 517.85	YES
<b>The adjustment calculated as follows:</b>			
Avg the 3 Q's previous to the high bill	Q1	4000	
	Q2	8000	
	Q3	13000	
	Total	25000	
	Avg of 3Q's	8333.33	
Subtract the Avg from the high bill	High bill	727000	
	Avg.	8333.33	
	Result	718666.67	
Multiply result by .5	Result x .5	359333.33	
Subtract the x result from the high bill	High bill	727000	
	multip. Resu	359333.33	
<b>This is the adjusted # of gallons to bill for</b>			<b>367667</b>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$198.00 for professional services rendered through June 2022 for the Crosstown Canal Project Phase II.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay Silver & Collins the amount of \$16,500.78 for the 34 invoices on the statement from Silver & Collins for professional services from November 2017 to June 2022.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay Brooks Washburn the amount of \$3,509 for professional services rendered from June 1, 2021 to April 2022 for the Pine Street Arena 2022 Grant work. Funds to come from: \_\_\_\_\_.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the membership of Jay Bradish, 821 Bagdad Road into the Potsdam Fire Department. Favorable vote of the department and satisfactory physical exam have been achieved.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Johnson & Laws, LLC in the amount of \$857.81 for services rendered through May 2022 for JEDA Capital 56 LLC v. Potsdam Associates, et al.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

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Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to adjourn the Executive Session at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of July 18, 2022 at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_