

AGENDA – REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
SEPTEMBER 19, 2022 – 6:00 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:

September 6, 2022	Public Hearing	5:50 p.m.
September 6, 2022	Regular Meeting	6:00 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. POLICE CHIEF'S REPORT:

6. PUBLIC COMMENTS:

7. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of September 2022 in the amount of \$91,211.59 chargeable to the following funds:

General Fund	\$41,117.86
Water Fund	3,401.46
Sewer Fund	28,031.73
Hydro Fund	38.00
Recreation Fund	2,172.94
Trash Fund	<u>16,449.60</u>
TOTAL	<u>\$91,211.59</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the Following Invoice:

TO: The Law Firm of Frank W Miller in the amount of \$225.45 for Legal Services For August 8, 9, and 10th, 2022.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the membership of Nathan A O’Geen to the Potsdam Volunteer Fire Department.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the membership of Mckenna E Len to the Potsdam Volunteer Fire Department.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the probationary appointment of Gordon Nehm, 14 Debra Drive, Apt 205, Potsdam NY to the position of Water Treatment/Wastewater Treatment Plant Operator Trainee at the rate of \$23.51 an hour.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution as follows:

LOCAL LAW #3-2022

Section 1. Purpose.

The Purpose of this Local Law is to Create Chapter 126, Open Meetings of the Village of Potsdam Municipal Code.

Section 2. Amendment.

Add as follows:

Chapter 126 – Open Meetings

Section 1. Legislative Intent

It is the intent of this local law to allow the Village of Potsdam to adopt legislation which authorizes the use of videoconferencing to conduct open meetings and establishes written procedures to hold open meeting pursuant to the Open Meetings Law, Article 7 of the Public Officers Law.

Section 2. Procedures.

The Village of Potsdam (“Village”) hereby authorizes the use of videoconferencing to conduct its meeting pursuant to this Chapter provided that a minimum number of members are present to fulfill the public bodies quorum requirements in the same physical location or locations where the public can attend, and the following criteria are met:

- A. The Village hereby authorizes the use of videoconferencing:
 1. For all Village Board of Trustees meetings
- B. This Chapter shall constitute the written procedures governing member and public attendance consistent with Public Officers Law §103-a; and these procedures shall be conspicuously posted on the Village’s website.
- C. A quorum of members of the Board of Trustees must be physically present at the meeting location at which the public can attend in person unless the member is unable to physically present due to extraordinary circumstances, which include disability, illness, caregiving responsibilities, or an unexpected factor or event which precludes the member’s physical attendance at such meetings.

- D. Except in the case of executive sessions conducted pursuant to Public Officers Law §105, the Village shall ensure that members of the Board can be heard, seen, and identifiable while meetings are being formally conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon.
- E. Minutes of meetings performed by videoconferencing must include which, if any, members participated remotely and must be made available to the public pursuant to Public Officers Law §106.
- F. The public notice for the meeting must:
 - 1. Inform the public
 - a. That videoconferencing will be used,
 - b. Where the public can view and/or participate in such meetings,
 - c. Where required documents and records will be posted or available, and
 - d. Identify the physical location(s) where members of the Board will be participating in the meeting and where the public can attend the meeting in person
- G. The Village shall record each meeting that uses videoconferencing, and such recordings must be posted on or linked to the Village’s website within five (5) days of the meeting. The recordings will remain on the Village’s website for five (5) years.
- H. The Village must provide the public the opportunity to view the meeting via video. At meetings where public comment or participation is authorized, members of the public must be able to participate in the proceedings via videoconference in real time. The Village must ensure that the videoconferencing provides the same opportunities for public participation or testimony as in-person participation or testimony.

Section 3. Enactment.

This Local Law shall become effective immediately upon the notification of the filing of same with the Secretary of State.

ROLL CALL VOTE:

Ayes:

Nays:

Trustee _____ Moved and Trustee _____ Seconded a resolution as follows:

Resolution in support of a 2022 St. Lawrence County Centralized Biosolids Composting Facility Feasibility Study;

Whereas, the St. Lawrence County Board of Legislators (County) have entered into an agreement with the Development Authority of the North Country to complete a Feasibility Study for a Centralized Biosolids Composting Facility and

Whereas, the Village of Potsdam will act as a participating municipality for a shared services project, involving multiple local governments in the North Country and will provide 3 years of data from their wastewater operations to assist in completing the feasibility of a centralized biosolids facility, and

Whereas the Development Authority will compile the participating municipalities data, identify centralized facility permitting requirements, prepare a basis of design, prepare an operational model, develop project cost estimates, determine a project funding strategy and issue a final report, and

Whereas, the Village of Potsdam understands that they are not obligated to any monetary match for this study nor do they have to continue to be part of a subsequent project after the feasibility study is completed.

Now, Therefore Be it Resolved, that the Village of Potsdam will participate as a municipal partner, and

Be it Further Resolved, that the Village of Potsdam will provide the required documentation and the support of its staff (as necessary) to the Development Authority of the North Country by October 15, 2022, in performance of compiling the operational data needed to complete the Centralized Biosolids Composting Facility Feasibility Study.

Ayes _____

Nays _____

Trustee _____ moved and Trustee _____ seconded a resolution scheduling a public hearing on October 3, 2022 at _____ P.M. in the Civic Center Board Room 2 Park Street Potsdam, NY to receive public comment on amendments to Chapter 180-54 Photo-Voltaic Siting.

Ayes _____

Nays _____

Trustee _____ moved and Trustee _____ seconded a resolution authorizing and directing the Mayor to execute a Memorandum of Understanding with EcoAdapt Stakeholder – Driven Climate Change Vulnerability Assessment and Adaptation Planning Workshop, and the Town and Village of Canton to undertake an assessment of climate change vulnerability and draft climate vulnerability and adaptation report for the Canton-Potsdam communities.

Note: EcoAdapt has secured a grant from the National Science Foundation to pay for the cost of preparing the assessment and report. The Village’s cost share may include staff time and the cost of hiring outside consultants if the Village Board of Trustees elects to engage a consultant’s services; this is not a requirement of the MOU.

Ayes _____

Nays _____

Trustee _____ moved and Trustee _____ seconded a resolution to release a Request for Proposals for land surveying services for a portion of Liberty Street (Raymond St. N. parking lot), the Raymond-Depot Connector Street and the Downtown Riverwalk Trail.

Note: Funds to be provided through the Downtown Revitalization Initiative grant #C1001883, the Northern Border Regional Commission grant # NBRC21GNY09 and Empire Zone Capital Credits.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of September 19, 2022, at _____ p.m.

Ayes _____

Nays _____