

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, November 7, 2022, at 6:00 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Mayor Tischler
Trustees Warr, Tirion, Jacobs-Wilke & Lee

ALSO PRESENT: Lori S. Queor, Village Clerk/Registrar
Georgine Scott, Deputy Clerk/Registrar
Lisa Newby, Code Officer
Mark Murray, Police Chief
Fred Hanss, Planning Director
Greg Thompson, Administrator

Mayor Tischler opened the meeting at 6:03 P.M., pointed out the exits on the North and East Walls and advised that the board room has the capacity for 109 people.

The Mayor then stated that all members were present.

The Mayor then stated that the following sets of minutes had been submitted for Board acceptance:

October 17, 2022 Regular Meeting 6:00 p.m.

Motion was made by Trustee Lee and Seconded by Trustee Jacobs-Wilke to accept the minutes as submitted. All Were in Favor – None Opposed – Motion Carried.

Mayor's comments: Election Day is tomorrow and I urge you to exercise your right to vote.

Trustee's Comments:

Trustee Warr – None

Trustee Tirion – Website is coming along. Agree that with staff being so busy we should hire someone to work on the Comprehensive Plan. Should we hold off on this until we get funding for hiring someone which would push this back about ½ year?

Trustee Jacobs-Wilke – Not necessary to delay the Comprehensive Plan update, lots can be done before hand to get ready. Thank you to everyone for an incredible Halloween. Happy Diwali to everyone who celebrates. Route 11 Study meeting was attended by myself, Abby and Fred and there is a link on the Village's Facebook Page regarding this project.

Trustee Lee – Cudos to Eric Backus and those that worked on the presentation for the Route 11 Study. Congrats to Stewarts and Big Shotz Golf on their recent ribbon cutting. Vote, vote, vote.

Administrator's Comments – Submitted a written report that is on file with the Village Clerk. He then went over his report with the board.

Planning Director's Report – Submitted a written report that is on file with the Village Clerk. He then went over his report with the board.

Public Comment: None.

New Business:

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the partial expenditures for the month of November 2022 in the amount of \$288,632.74 chargeable to the following funds:

General Fund	\$ 114,910.43
Water Fund	12,798.87
Sewer Fund	116,633.10
Trust & Agency Fund	125.00
Recreation Fund	<u>44,165.34</u>
TOTAL	<u>\$ 288,632.74</u>

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, Tirion, Jacobs-Wilke & Lee)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the additional expenditures for the month of October 2022 in the amount of \$421,948.91 chargeable to the following funds:

General Fund	\$ 139,302.82
Water Fund	13,480.93
Sewer Fund	25,301.18
Hydro Fund	130,179.38
Trash Fund	90.04
Trust & Agency Fund	3,683.19
Payroll Fund	100,945.80
Recreation Fund	6,669.57
Community Development Fund	<u>2,296.00</u>
TOTAL	<u>\$ 421,948.91</u>

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, Tirion, Jacobs-Wilke & Lee)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to allow free parking in downtown Potsdam during the Holiday shopping season from November 19, 2022 to December 31, 2022.

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, Tirion, Jacobs-Wilke & Lee)	

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Roemer, Wallens, Gold & Mineaux in the amount of \$2,000 for labor relations services for October 2022.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution approving the Mayor's appointment of Sara Lynch, 4 ½ Walnut Street, Potsdam to serve the unexpired term of Katherine Deuel as a regular member of the Village of Potsdam Planning Board. Ms. Lynch has served as an alternate member of the Planning Board.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution recognizing the passing of former Trustee and Deputy Mayor Helen Brouwer and recognizing her many contributions to the Village of Potsdam community.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution to accept the proposal submitted by Maine Land Surveying, PC to prepare boundary surveys for three parcels of land identified in a Request for Proposals released by the Village of Potsdam at a fee not to exceed \$7,500. The parcels will be used in connection with the Village of Potsdam's DRI funded Downtown Streetscape and Riverwalk Trail Projects and the Northern Border Regional Commission funded Raymond-Depot Connector Street Project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Trustee Lee Moved and Trustee Jacobs-Wilke Seconded a resolution affirming that the Village of Potsdam supports the C3G Rt. 11 Traffic Study within in the limits of the Village of Potsdam and further agrees to assist in funding said study in the amount of \$6,000.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Trustee Jacobs-Wilke Moved and Trustee Lee Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of November 7, 2022, at 6:51 p.m.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, Tirion, Jacobs-Wilke
& Lee)

Respectfully submitted,

Lori S. Queor
Village Clerk