

AGENDA – REGULAR MEETING  
VILLAGE OF POTSDAM BOARD OF TRUSTEES  
FEBRUARY 21, 2017 – 7:00 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:

February 6, 2017	Regular Meeting	7:00 p.m.
February 6, 2017	Executive Session	8:03 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. FIRE CHIEF'S REPORT:

6. PUBLIC COMMENTS:

7. NEW BUSINESS:

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution approving the partial expenditures for the month of February 2017 in the amount of \$140,105.51 chargeable to the following funds:

General Fund	\$ 74,602.06
Water Fund	11,715.41
Sewer Fund	31,522.63
Hydro Fund	399.57
Trust & Agency Fund	1,802.94
Recreation Fund	1,931.94
Trash Fund	17,130.96
Planning & Development Funds	<u>1,000.00</u>
 TOTAL	 <u>\$140,105.51</u>

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Treasurer to make the following FY 16-17 budget modifications:

INCREASE	Description	DECREASE	Description	Amount
05-5010-480	Special Serv.	05-5010-465	Equip. Maint.	\$ 150.00
05-8560-480	Special Serv.	05-5142-495	Salt	5,555.00
05-6326-480	Special Serv.	05-6326-200	Equipment	100.00
05-6326-424	Travel & Train	05-6326-200	Equipment	300.00

ROLL CALL VOTE:

AYES:

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NAYS:

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Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Department Heads to hire/release part-time employees as necessary. Hours/salary to be determined by the Department Head within their budget.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Village Clerk to advertise for chemicals used at the Water Treatment plant and for bids for annual laboratory testing requirements at the Water and Wastewater Treatment Plants for Fiscal Year June 1, 2017to May 31, 2018

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 \$1,124.96 for professional services rendered through January 2017 for the WWTP Technical Services Agreement.

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 \$201.00 for professional services rendered in January 2017 for the Water Tank Improvement Project.

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 \$334.00 for professional services rendered in January 2017 for the Water Sewer Rate Study Project.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution as follows:

Whereas, the Village of Potsdam is desirous of St. Lawrence County Department of Highways providing shared services such as paving, signage, road stripping, blasting and other routine maintenance activities to the village, and

Whereas, both the Village of Potsdam and the County of St. Lawrence are desirous of promoting partnering efforts for the safety of the traveling public in St. Lawrence County, and

Whereas, in this joint cooperative endeavor, the Village of Potsdam and the County of St. Lawrence desires to be reimbursed for their expenditures, and

Whereas, the village is aware that the county may incur liability in the providing of the services and wishes to indemnify the county in this regard,

Now, therefore, be it resolved that to the fullest extent permitted by law, the Village of Potsdam will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of any negligent or intentional acts and/or omissions of the Village of Potsdam or any of it directors, officers, employees, contractors, representatives, or agents.

Be it further resolved, that the following request for General Liability (GL) coverage is as follows:

General Liability Insurance

On an “Occurrence” basis, with the following limits:

\$1,000,000 Each Occurrence  
3,000,000 General Aggregate  
1,000,000 Products Aggregate  
1,000,000 Personal Injury  
50,000 Fire Damage Legal Liability  
5,000 Medical Payment Expense

Be it further Resolved, that St. Lawrence County shall be an additional insured on the GL Policy, via ISO endorsement CG 2026.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution as follows:

LOCAL LAW #2-2017

**Section 1. Purpose.**

The Purpose of this Local Law is to Amend Chapter 18 Elections of the Village of Potsdam Municipal Code.

**Section 2. Amendment.**

**§18-2 Extension of terms of office.**

**ADD:**

On May 7, 2007, the Village Board of Trustees passed a resolution to extend the term of office of the Mayor to four years, effective at the next Village election in accordance with Article 3-302, Subdivision 5a, of Village Law, subject to permissive referendum in accordance with Article 9 of Village Law. This resolution was to take effect 30 days after official posting of a notice of the passage of the resolution unless 20% of the qualified voters signed a petition objection to this action within 30 days after the posting. No petition was filed within the time specified.

**§18-3 Term Limits**

No one may be elected to and serve more than three full consecutive terms on the Village Board of Trustees in any capacity as Mayor or Trustee.

After one or more election cycles have passed (two years), those who have previously served will again be eligible for election and subject again to the preceding term limits.

**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:

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NAYS:

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

TO: GHD Consulting in the amount of \$34,500 for professional services rendered through January 22, 2017 in connection with the Cross Town Canal Dual Siphon Installation Project.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the use of up to \$7,500 in building reserve funds for lighting upgrades in the Civic Center.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution authorizing the Village of Potsdam to request the St. Lawrence County Planning Office to prepare and submit an application for grant funding through the NYS Department of Environmental Conservation’s Urban and Community Forestry Program in support of a proposal to conduct a tree inventory within the Village of Potsdam to identify tree species in the urban forest and identify species that may be subject to invasive species infestation, individual trees that may be suffering from pest infestation or disease, mature trees in need of removal and potential sites for the re-planting a more diverse urban forest.

NOTE: The County will submit an application targeting several community including the Village of Potsdam. For this particular activity, neither the County nor the Village is required to provide a local match. A tree inventory is a necessary precursor to developing a new forest management plan for the Village.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Trustee \_\_\_\_\_ Moved and Trustee \_\_\_\_\_ Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of February 21, 2017 at \_\_\_\_\_ p.m.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_