

The Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, July 17, 2017, at 7:00 PM, in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Mayor Tischler  
Trustees Warr, Lee & Sheehan

ALSO PRESENT: Greg Thompson, Village Administrator  
Maureen E. Gaffney, Deputy Village Clerk  
Fred Hanss, Planning Director  
Mark Murray, Police Chief  
Lisa Newby, Code Enforcement Officer  
Tim Carey, Recreation Director  
Mimi VanDeusen, Museum Director

Mayor Tischler opened the meeting at 7 PM and stated that all members were present with the exception of Trustee Garner.

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

May 15, 2017	Public Hearing	6:30 p.m.
May 15, 2017	Public Hearing	6:40 p.m.
May 15, 2017	Public Hearing	6:45 p.m.
May 15, 2017	Regular Meeting	7:00 p.m.
May 15, 2017	Executive Session	8:48 p.m.
June 12, 2017	Special Meeting	8:00 a.m.
June 19, 2017	Regular Meeting	7:00 p.m.
June 19, 2017	Executive Session	7:48 p.m.
June 29, 2017	Public Hearing	3:30 p.m.
June 29, 2017	Public Hearing	3:40 p.m.

Motion was made by Trustee Warr and Seconded by Trustee Sheehan to accept the minutes as submitted. All were in favor, none opposed, motion carried.

Mayors comments: Mayor Tischler commented on the busy past week in Potsdam. The annual Summer Festival celebrated its 50th anniversary. Also Sergi's Restaurant 50th anniversary along with the Potsdam Fire Departments 160th. Clarkson University also held their Alumni weekend. All went well with a good turnout for everything. The Mayor then thanked the Chamber of Commerce and the Police and Fire Department for a great job done.

Trustees' comments: None.

Administrator's Comments: Administrator Greg Thompson reported to the board on the following:

- WWTP - NOI/RFF has been published.
- Crosstown drain project should take 6 - 8 weeks, approximately 3 weeks for each side.
- Update was given on the Clarkson Tower Painting Project - size of the project has not changed, therefore there is to be no substantial expense change.
- Tyler tech data transfer is progressing with weekly meetings between Village Clerk and Tyler.
- We are awaiting the arrival of the grant paperwork for the airport. When received it will be executed by the Mayor and forwarded to Passero to seek a release of funds.
- Also awaiting fund release on the Pine Street arena project.
- National Grid has proposed rate increase for April of 2018. National Grid has supplied Village with info on this.
- East Dam funding grants will be submitted by the 27th of July.
- A decision is needed on what to do with the gear boxes. Currently they are on site at Philadelphia Gear and they no longer want to store them. Admin suggested the Village arrange return of the gear boxes through LaValley Trucking.
- The board needs to make their intent known regarding the flouride discussion.
- The Administrator and Village Clerk have had their first meeting with the financial restructuring board.

Museum Directors Report: Mimi VanDeusen gave a brief report on recent happenings at the museum. Staff members attended the Museum Association of New York State annual conference in April 2017. Staff also worked with the Potsdam Chamber of Commerce in June to develop an exhibit for the Chamber in honor of the Summer Festival's 50th anniversary. The Potsdam High School Mega Reunion will register at the Museum in August and on August 19, 2017, it will be the 100th anniversary of the cornerstone laid at Downtown Snell Hall at Clarkson. There has been a total of 525 visitors to the Museum March - June 2017 and a total of 1,350 virtual visits from social media.

Recreation Director's Report: Mayor Tischler introduced Trey Smutz as the new Recreation Director when Tim Carey retires in the fall and Mr. Carey proceeded with his report. As far as arena maintenance, they have started the emergency light system and some small painting projects. Summer help has been mowing and trimming lawns and the arena has purchased a new mower. A trailer is still needed for hauling this and they are looking at a new Rec truck as old one is needing to be replaced. The beaches opened June 10, 2017, and stay opened until approximately August 25, 2017 so they are half way through the summer program. The neighborhood center has been providing lunches for the children. Cooperative Extension along with Dr. Stoian and his staff have been participating in health minded programs for the children as well. They have been to mini golf and are doing a movie in the next few weeks along with their regular summer program. They have averaged approximately 74 kids per day and

approximately 180 kids in the swim program run by Michelle Garo. Ms. Garo also provides private lessons if desired. The arena provided some kayaks for the summer festival at Ives Park to try and peak interest for rentals in the future. In June Postwood Park saw around 1300 beachgoers and Sandstone Park around 777. The lawn mower races went well with minimal repairs needed to field. There was also a rummage sale in the arena by Orchestra of Northern New York over the summer festival and a band one night. Coming up there is the Swim a Mile for Hospice event and the annual Enchanted Forrest trip for the summer program

Public Comment:

- Manasseh Burt gave an overview of the Tank Project.

- Rose Rivezzi gave an update on the Chazen/Ives Park play space. She briefed the board on time frame for the project, possibly spring of 2018 for completion, depending on weather conditions this fall and spring. They need specially cut logs and certain size flat stones if people have them, and she told what else is needed to help out with the project and where donations can be made. Ms. Rivezzi also participated in the Summer Festival by assisting with the Kayaks made available at Ives Park for people to try. She commented this showed off the lovely docks there people may not have been aware of.

- Dana Wakefield was present questioning who cut the tree at 17 Maple Street before the festival. She was concerned with the trees future health.

New Business:

Trustee Warr Moved and Trustee Lee Seconded a resolution approving the partial expenditures for the month of July 2017 in the amount of \$163,494.95 chargeable to the following funds:

General Fund	\$ 68,049.15
Water Fund	16,096.71
Sewer Fund	47,509.75
Hydro Fund	212.36
Trust & Agency Fund	1,848.51
Recreation Fund	12,622.79
Trash Fund	<u>\$ 17,155.68</u>
TOTAL	<u>\$163,494.95</u>

AYES 4 (Mayor Tischler) NAYS 0  
(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Lee Seconded a resolution approving the additional expenditures for the month of June 2017 in the amount of \$587,537.92 chargeable to the following funds:

General Fund	\$ 317,609.56
Water Fund	74,936.28
Sewer Fund	53,188.41
Hydro Fund	19,021.63
Trash Fund	58.82
Trust & Agency Fund	9,518.18
Capital Fund	75,525.20
Payroll Fund	22,165.86
Recreation Fund	<u>15,513.98</u>
TOTAL	\$ <u>587,537.92</u>

AYES 4 (Mayor Tischler) NAYS 0  
 (Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Lee Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: GHD in the amount of \$1,534.50 for professional services rendered through June 25, 2017 for the Dual Siphon Installation Project.

AYES 4 (Mayor Tischler) NAYS 0  
 (Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution authorizing the Treasurer to pay the following invoices:

TO: Development Authority of the North Country in the amount of \$225.00 for professional services rendered in June 2017 for the WWTP Technical Services Agreement.

AYES 4 (Mayor Tischler) NAYS 0  
 (Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$315.00 for professional services rendered in June 2017 for the Water Tank Improvement Project.

AYES 4 (Mayor Tischler) NAYS 0  
 (Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$292.50 for professional services rendered in June 2017 for the Water Sewer Rate Study Project.

AYES 4 (Mayor Tischler) NAYS 0  
(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Development Authority of the North Country in the amount of \$3,397.50 for professional services rendered in June 2017 for the Crosstown Stormwater Canal Project.

AYES 4 (Mayor Tischler) NAYS 0  
(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Lee Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Barton & Loguidice in the amount of \$17,542.15 for professional services rendered through June 24, 2017 for the WPCF and PS Design – bid.

AYES 4 (Mayor Tischler) NAYS 0  
(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Lee Seconded a resolution to hold a Public Hearing on Monday, August 21, 2017 at 6:50 p.m. in the Civic Center Board Room, Park Street, Potsdam, New York. The purpose of the hearing is to receive public comment regarding a proposed Local Law to Amend Chapter 180, Zoning, Article III, Section 180-6 Zoning Map of the Village of Potsdam Municipal Code to change the zone designation from SCH to B-1 for the property at 119 Maple Street.

AYES 4 (Mayor Tischler) NAYS 0  
(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Lee Seconded a resolution to hold a Public Hearing on Monday, August 21, 2017 at 6:40 p.m. in the Civic Center Board Room, Park Street, Potsdam, New York. The purpose of the hearing is to receive public comment regarding a proposed Local Law to Amend Chapter 180, Zoning, Attachment 5 to add Commercial Utility Scale Photovoltaic Projects as a Special Use in Zoning District R-3 Multiple Family Residence District.

AYES 4 (Mayor Tischler)  
(Trustee Warr, Lee & Sheehan)

NAYS 0

Trustee Warr Moved and Trustee Lee Seconded a resolution to submit an application for funding through the NYS Community Development Block Grant Program (CDBG) through the 2017 Consolidated Funding Application/Priority Project funding cycle. The Village of Potsdam seeks a grant in the amount of \$750,000.00 under the CDBG Program's Public Infrastructure funding category to be used with \$1,118,386 in funding provided through the NYS and Municipal Facilities Program and the NYPA Energy Efficiency Program. Project funding will be used for the express purpose of undertaking the substantial rehabilitation of the Village of Potsdam's East Dam Hydro Electric Generating Plant. Further be it resolved that the Mayor of the Village of Potsdam or in his absence, the Deputy Mayor is hereby authorized and directed to execute the application documents, any required certifications and any grant agreement that may result from said application.

AYES 4 (Mayor Tischler)  
(Trustee Warr, Lee & Sheehan)

NAYS 0

Trustee Warr Moved and Trustee Lee Seconded a resolution to submit an application through the NY Main Street Program through the 2017 Consolidated Funding Application/Priority Project funding cycle. The Village of Potsdam seeks a grant in the amount of \$215,000 in NY Main Street Program funding to be used in tandem with matching funds provided by downtown property owners for the express purpose of rehabilitating mixed-use and commercial buildings located in a defined target area in downtown Potsdam. Be it further resolved that the Village commits to provide up to \$100,000 in Miscellaneous Revenue funds to provide construction financing at 3% interest and a 1-year repayment term and permanent mortgage financing at 3 % interest and a 5-year repayment term to property owners participating in the proposed project in the event that owners are unable to meet their project's financing needs. Be it further resolved that the Mayor, or in his absence, the Deputy Mayor is hereby authorized and directed to execute the application document, any required certifications and any grant agreement that result from said application.

AYES 4 (Mayor Tischler)  
(Trustee Warr, Lee & Sheehan)

NAYS 0

Trustee Warr Moved and Trustee Lee Seconded a resolution authorizing and directing the Mayor to execute and deliver an Authorization to Proceed for a 30 percent design report to the New York Power Authority for assistance through the New York Power Authority's Energy Efficiency Program. It is understood and agreed that the cost to prepare said report will be included as an eligible expense in the Energy Efficiency Program budget; if the Village opts not to proceed it will owe the New York Power Authority a maximum of 19,400.00. Be it further resolved that the Village Board of Trustees shall encumber \$19,400.00 in Empire Zone Capital Credits to pay the cost associated with the 30 percent design report in the event that it opts not to proceed through the design and construction phases of the project.

AYES 4 (Mayor Tischler)

NAYS 0

(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution approving the probationary appointment of Trey Smutz to the position of Recreation Director effective July 6, 2017 at an annual salary of \$42,500.

AYES 4 (Mayor Tischler)

NAYS 0

(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons at 7:56 p.m.

AYES 4 (Mayor Tischler)

NAYS 0

(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution to adjourn the Executive Session at 8:27 p.m.

AYES 4 (Mayor Tischler)

NAYS 0

(Trustee Warr, Lee & Sheehan)

The Board back in Regular Session considered the following:

Trustee Warr moved and Trustee Sheehan Seconded a resolution approving the appointment of Mark F. Maroney, Jr, to the position of full-time Police Dispatcher effective 7/17/17 at an hourly rate of \$15.39.

AYES 4 (Mayor Tischler)

NAYS 0

(Trustee Warr, Lee & Sheehan)

Trustee Warr Moved and Trustee Sheehan Seconded a resolution approving the appointment of Corbin Gates-Shult to the position of Police Sergeant effective 7/17/17 at the salary of \$65,258.

AYES 4 (Mayor Tischler)  
(Trustee Warr, Lee & Sheehan)

NAYS 0

Trustee Warr Moved and Trustee Sheehan Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of July 17, 2017 at 8:34 p.m.

AYES 4 (Mayor Tischler)  
(Trustee Warr, Lee & Sheehan)

NAYS 0

Respectfully submitted,

Maureen E Gaffney  
Deputy Village Clerk