

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, February 5, 2018 at 7:00 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Mayor Tischler  
Trustees Warr & McKenna

ALSO PRESENT: Greg Thompson, Administrator  
Lori S. Queor, Village Clerk/Treasurer  
Mark Murray, Police Chief  
Jim Corbett, DPW Superintendent  
Fred Hanns, Planning Director  
Lisa Newby, Code Officer  
Mimi VanDeusen, Museum Director

Mayor Tischler opened the meeting at 7:00 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 except for Trustee Sheehan and Lee who had excused absences.

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

January 24, 2018	Regular Meeting	4:00 p.m.
January 24, 2018	Executive Session	4:31 p.m.

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

Mayor's comments: Mayor Tischler stated that he only had one order of business and then proceeded to read a resignation letter from Trustee Nick Sheehan.

Trustee's Comments: Trustee Warr and Trustee McKenna both stated that they had no comments at this time.

Administrator's Comments: Administrator Thompson provided the board with a written copy of his report which is on file with the Village Clerk. He then went over his report with the board.

Police Chief's Report: Police Chief Mark Murray provided a written copy of his report which is on file with the Village Clerk. He then went over his report with the board.

Public Comment: Adam Cook of Regan Road addressed the board about the proposed DOT By-pass. He stated that the current map shows Regan Road a dead end at either end and that in order to get his farm equipment to the other side he would have to travel through the Village. He stated that an overpass on the Regan Road would make it possible for him to move equipment without coming through the village. He stated that his main reason for being at the meeting is to make it known how he personally feels about the by-pass and if there are any stakeholders here he would like this information passed on to whomever it should be passed on to.

Mayor Tischler then stated that Trustee Sheehan will be greatly missed and that he was a valuable asset to this board. He stated that in the next couple weeks he will be working on appointing a replacement for Trustee Sheehan until the November election when someone would have to be on the ballot for the remainder of the term which is one year.

Hearing no further public comments, the board considered the following:

New Business:

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the partial expenditures for the month of January 2018 in the amount of \$210,245.32 chargeable to the following funds:

General Fund	\$ 146,091.14
Water Fund	30,570.85
Sewer Fund	16,749.95
Hydro Fund	3,499.90
Recreation Fund	12,133.48
Trash Fund	<u>1,200.00</u>
TOTAL	<u>\$ 210,245.32</u>

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the additional expenditures for the month of January 2018 in the amount of \$320,741.25 chargeable to the following funds:

General Fund	\$ 83,708.16
Water Fund	19,411.60
Sewer Fund	17,978.41
Hydro Fund	762.93
Trash Fund	68.12
Trust & Agency Fund	4,339.72
Capital Fund	168,686.48
Recreation Fund	12,368.77
Payroll Fund	<u>13,417.06</u>
TOTAL	<u>\$ 320,741.25</u>

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

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

TO: Baseline King Corporation in the amount of \$18,615 for payment request #2 for the AWOS replacement project at the Potsdam Airport. FAA AIP#3-36-0099-33-17.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

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

TO: Passero Associates in the amount of \$8,197.47 for Professional Services rendered through December 31, 2017 for the Replace AWOS (construction administration and inspection) project at the Potsdam Airport. FAA AIP #3-36-0099-33-17.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

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

TO: Development Authority of the North Country in the amount of \$1,270.64 for professional services rendered in December 2017 for the WWTP Technical Services Agreement.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution authorizing The use of Mary English Reserve Account funds in the amount of \$1,890 for the attendance of Museum staff at the Annual Conference of Museum Association of New York in Rochester, NY on April 8-10, 2018.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to allow Air Methods to expand their square footage of leased space at the Damon Field Airport SRE Building by approximately 150 sq. ft. no additional charge will be added to the lease at this time.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to approve the expenditure of \$49,960 to EDR Engineering/Mike Tamblin for the completion of an engineering study on the Crosstown Canal. Funds to come from the Sewer Fund Account #15-9620-401.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to enter into a professional services contract with the Chazen Companies to provide architectural and engineering services for the development of a streetscape enhancement program to include schematic and design development documents for the Village of Potsdam Downtown Riverwalk Project in the amount of \$21,900. The cost of services to be paid in equal amounts from the Village of Potsdam Miscellaneous Revenue Account and a NYS Local Waterfront Revitalization Program Grant #C1000251.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to enter into a professional services contract with the Chazen Companies to provide land surveying services in the downtown area in the amount of \$12,750.00. The cost of services to be paid proportionately from the Village of Potsdam Miscellaneous Revenue Account and a NYS Local Waterfront Revitalization Program Grant #C1000251.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution authorizing the Village Clerk to advertise for the position of Motor Equipment Operator that is vacant at the Public Works Department.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of February 5, 2018 at 7:27 p.m.

Ayes 3 (Mayor Tischler) Nays 0  
(Trustee Warr & McKenna)

Respectfully submitted,

Lori S. Queor  
Village Clerk