

A Regular Meeting of the Village of Potsdam Board of Trustees was held on Monday, June 18 2018 at 4:30 P.M., in the Civic Center Board Room, Park Street, Potsdam, New York.

PRESENT: Mayor Tischler
Trustees Warr, McKenna, Lee & Goliber

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

Mayor Tischler opened the meeting at 4:33 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:

May 21, 2018	Regular Meeting	4:30 p.m.
May 21, 2018	Executive Session	5:18 p.m.

Motion was made by Trustee Warr and Seconded by Trustee Goliber to accept the minutes as submitted. Mayor Tischler and Trustees Warr, McKenna and Goliber were in favor, Trustee Lee abstained, none opposed, motion carried.

Mayor's comments: None

Trustee's Comments: Trustee Warr had no comments. Trustee McKenna informed the board that she is the interim Director of the Chamber of Commerce, that she has applied for the permanent position there and she contacted NYCOM and her having the position is not a conflict of interest. She also informed the board that she is working with someone to possibly do murals on private property and wasn't sure about the code/sign regulations seeing as it is art work. Administrator Thompson told her to speak with the Code Officer regarding that. Trustee Lee stated that they are still working on gathering information for the civic center usage committee and more information will be forthcoming. Trustee Goliber congratulated Trustee McKenna on her new endeavors.

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

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

Public Comment:

Joanne Chambers, Superintendent of Potsdam Central School spoke regarding the School Resource Officer (SRO) position they would like to create at the school. She complimented Chief Murray and Office Seymour for all they do and stated that the school district has a very positive relationship with the Village Police Department. Ms. Chambers stated that they have drafted a contract based on the one that Malone School District has with the Village of Malone Police Department. She stated that the SRO would have to be employed under a police agency, the Potsdam Central School Board of education approved a budgeted amount of \$30,000 for the SRO's salary, and it is the school's intention that any other costs associated with the officer (uniforms, equipment, training, etc.) would be paid for by the district.

North Country 350 gave a presentation to the board on Electric Vehicles. A copy of the presentation is on file with the Village Clerk.

Fred Hanss, Planning Director updated the board on the Downtown Revitalization Initiative grant that was submitted.

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

Trustee Goliber Moved and Trustee McKenna Seconded a resolution approving the partial expenditures for the month of June 2018 in the amount of \$140,644.80 chargeable to the following funds:

General Fund	\$ 84,842.96
Water Fund	14,414.71
Sewer Fund	20,496.16
Hydro Fund	1,017.08
Trash Fund	17,291.64
Trust & Agency Fund	1,708.52
Recreation Fund	<u>873.73</u>
TOTAL	<u>\$ 140,644.80</u>

Ayes 5 (Mayor Tischler)
(Trustee Warr, McKenna, Lee
& Goliber)

Nays 0

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the additional expenditures for the month of May 2018 in the amount of \$711,841.34 chargeable to the following funds:

General Fund	\$ 42,928.28
Water Fund	23,289.12
Sewer Fund	24,870.75
Hydro Fund	64.39
Trash Fund	50.05
Trust & Agency Fund	922.54
Capital Fund	571,585.13
Payroll Fund	16,390.80
Recreation Fund	2,289.66
Planning & Development Funds	<u>29,450.62</u>
TOTAL	<u>\$ 711,841.34</u>

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the expenditures for the May 2018 year end in the amount of \$51,123.99 chargeable to the following funds:

General Fund	\$ 36,200.83
Water Fund	9,627.35
Sewer Fund	1,551.22
Hydro Fund	3,208.75
Trust & Agency Fund	400.00
Recreation Fund	<u>135.84</u>
TOTAL	<u>\$ 51,123.99</u>

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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

TO: Environmental Design & Research in the amount of \$640.00 for professional services rendered through April 30, 2018 for the Flouridation System Improvements Project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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

TO: Barton & Loguidice in the amount of \$19,995.00 for professional services rendered through May 19, 2018 for the WPCF and PS Construction Administration.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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

TO: Passero Associates in the amount of \$1,511.24 for professional services rendered in April 2018 for the AWOS Construction Administration and Inspection at the Potsdam Airport. FAA #3-36-099-033-17.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the sale of the surplus AWOS equipment to Stanwyck Avionics for a spare mother board and current software valued at \$1,800 and \$2,000 cash.

NOTE: This is the old AWOS equipment that Stanwyck removed and replaced this year and is no longer needed.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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

TO: Blue Heron Construction, LLC in the amount of \$75,943.30 for Pay application #3 for Contract 1A for the Water Pollution Control Facility and Pump Station Improvement project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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

TO: Burns Bros Contractors, Inc. in the amount of \$113,430.00 for Pay application #2 for Contract 1B HVAC for the Water Pollution Control Facility and Pump Station Improvement project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee Goliber Seconded a resolution designating Mayor Reinhold J. Tischler as the Certifying Officer for the Environmental Review Record for NYS Community Development Block Grant, Project # 947PR34-17 - East Dam Hydro-Electric Generating Plant Renovation Project.

Ayes 4 (Trustee Warr, McKenna, Lee Nays 0
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to accept the responsibility as the lead agency in a State Environmental Quality Review Act review for the Environmental Review Record for NYS Community Development Block Grant, Project # 947PR34-17 – East Dam Hydro-Electric Generating Plant Renovation Project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution authorizing the Village of Potsdam to submit an application to the NYS Department of Environmental Conservation's Urban and Community Forestry Program for grant funds to conduct an inventory of all trees located within the Village's right-of-way, parks and open spaces; and, to develop a forestry master plan for the Village's urban forest.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution approving the membership of Matthew Buckley, 24 Hamilton Street, Potsdam, NY to the Potsdam Fire Department. Favorable vote of the department and satisfactory physical examination have been achieved.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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 \$1,174.00 for professional services rendered through May 2018 for the WWTP Technical Services Agreement.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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 \$539.00 for professional services rendered in May 2018 for the Water Sewer Rate Study Project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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 \$110.00 for professional services rendered in May 2018 for the Crosstown Canal Project Phase II.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

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 \$160.00 for professional services rendered in May 2018 for the SCADA WWTP Capital Improvement project.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution designating the Village of Potsdam's Planning Board as the Village's official Tree Commission. Further directing the Planning Board to work with the Village Board of Trustees, its partners and staff in the development of policies and plans to enhance the health of the village's urban forest and the implementation of said policies and plans on the village's behalf.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee Goliber Seconded a resolution that the Village of Potsdam Board of Trustees finds that the East Dam Hydro Electric Generating Plant Renovation Project is a Type II Action under SEQRA in accordance with 6NYCRR 617.5(c)(2).

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution that the Village of Potsdam Board of Trustees finds that the East Dam Hydro Electric Generating Plant Renovation Project is a Categorically Excluded Action under NEPA in accordance with 24 CFR Part 58.35 (a).

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Warr Moved and Trustee McKenna Seconded a resolution to go into Executive Session for the discussion of contract negotiations and the employment history of particular persons at 5:33 p.m.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

Trustee Lee Moved and Trustee McKenna Seconded a resolution to adjourn the Executive Session at 7:02 p.m.

Ayes 5 (Mayor Tischler) Nays 0
(Trustee Warr, McKenna, Lee
& Goliber)

The Board back in Regular Session considered the following:

Trustee Warr Moved and Trustee McKenna Seconded a resolution to temporarily reduce the number of paid fire drivers for the months of July and August from 4 to 3 effective July 1, 2018. Scheduling will be worked out between Administration and the Fire Chief.

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, McKenna, Lee & Goliber)	

Trustee Warr Moved and Trustee Goliber Seconded a resolution to adjourn the Regular Meeting of the Village of Potsdam Board of Trustees of June 18, 2018 at 7:03 p.m.

Ayes 5	(Mayor Tischler)	Nays 0
	(Trustee Warr, McKenna, Lee & Goliber)	

Respectfully submitted,

Lori S. Queor
Village Clerk