

**Board of Trustees
VILLAGE OF MILLERTON
Workshop Meeting
August 8, 2022**

A workshop meeting of the Village of Millerton Board of Trustees was held Monday, August 8, 2022. It was called to order at 6:00 PM with Mayor Jenn Najdek presiding. Deputy Mayor Alicia Sartori, Trustees Matthew Hartzog, Trustee Lauri Kerr and Trustee David Sherman, along with Clerk/Treasurer Kelly Kilmer and OIC Michael Veeder were present.

Change Order – Sidewalks- South Side

Mayor Najdek presented Change Order # 2 from Con-Tech Construction and reviewed by CPL for the board's approval. This change order was for the electrical conduit that was laid in the sidewalk – change amount is for \$16,816.21 and will be offset by a donation by Townscape. This is so Townscape can have electrical service to all the trees to be lite for the holiday season. *Motion* made by Trustee D. Sherman to allow this the mayor to sign this change order, seconded by Trustee Hartzog and all five (5) members present approved.

Vouchers

Voucher # 2020534-2020564 in the following amounts: General - \$132,104.76 Water - \$5,103.53 Capital - \$4,109.00 = Total of \$141,398.29

Motion was made to pay all vouchers once most of the board has signed was made by Trustee Hartzog and seconded by Deputy Mayor Sartori, all five (5) members present approved.

Department Heads

Police Report – given to all board members, had a total of 28 calls for the month of July with 15 in the Town of North East and 13 in the Village of Millerton. No arrest for this month.

Officer in Charge Veeder spoke to the board regarding a Live scan grant that he had applied for to receive funding for a new fingerprinting machine for the department. The Village was awarded the grant but will need to fund an out-of-pocket expense of \$5000. The board is looking for a little more information regarding this grant before proceeding, Officer Veeder will reach out to the grant and follow up with the board.

Highway – Cole was not present at this meeting, but the mayor reported that the backhoe will be getting fixed as soon as a hydraulic tank is found and then both that tank and the gas tank will be fixed.

Treasurer

Treasurer Kilmer gave an update on the AUD (Annual Update Document) that it was filed on time this year and we will now wait to see if the Office of State Comptroller has any questions.

Mayor

Mayor updated the board that the Business Meeting for August 22nd will be cancelled and is asking the board to make a motion for a special meeting on August 30th, 2022, at 5:30pm and then a joint meeting with the Town of North East at the annex at 6 PM. *Motion* was made by Trustee D. Sherman to have a Village of Millerton Special meeting on 08/30/2022 at 5:30 pm., seconded by Trustee L. Kerr, all five (5) members present approved. *Motion* was made by Trustee L. Kerr to allow a joint meeting with Town of North East at 6pm, seconded by Trustee D. Sherman, all five (5) members present approved.

Mayor also reminded the board of the special meeting already approved for the 7th of September and that the meeting for the 12th of September would be cancelled due to office being closed for training.

Follow up to RFP's that were put out to bid:

Waste piles at highway garage – no bids came in and the mayor would like to investigate a formal recycling policy rather than putting another RFP out for anyone to remove the waste from our property.

Police Service – only one RFP was sent back out of the 6 requests for more information. Counsel for the village Andrew Lessig explained that there can be a new RFP written with new dialog showing small village, rural area and that we are looking for the same size villages and what they do. This new RFP would have a deadline of September 9, 2022.

Motion was made by Deputy Mayor Sartor to decline any/all proposals for police study from Certus, seconded by Trustee D. Sherman, all five (5) members present approved.

Motion was made by Deputy Mayor Sartori to send new RFP for Police Needs Study, seconded by Trustee M. Hartzog, all five members present approved.

Resolution 2022-31 – Benefits Manual

The benefits manual that had been updated after the meeting with the labor consultant, Michael Richardson was presented to the board. *Motion* was made by Trustee M. Hartzog to accept the new Benefits Manual as updated, seconded by Trustee L. Kerr, with Roll Call on resolution this motion was duly carried with a unanimous vote.

Resolution 2022-32 – EV Charging Station

A resolution was presented to the board but there were still some questions regarding the charge of using the station. We will look at setting up a meeting with Jennifer Dowley to get more information regarding the rates and revisit this resolution.

CPL Engineering has submitted a proposal for electrical design service with the sidewalk project – separate engineering work that will need to be done after the conduit work is complete. Scope of work, perform and prepare electrical drawing specs that will meet NY DOT standards. Estimate cost of \$8,000 which has been estimated by hour not a lump sum. Townscape again is going to be donating the cost of this proposal for this work. *Motion* was made by Trustee M. Hartzog to approve the proposal from CPL for the electrical design service, seconded by Trustee L. Kerr, all five (5) members present approved.

Mayor Najdek – gave everyone the information once again for IT to migrate over old Gmail accounts to the new .gov accounts before the end of this calendar year. Also, the website design is progressing, and pictures will need to be taken of board members and employees, a time to be announced.

After some meetings and discussion with Tighe & Bond regarding the wastewater site and the SEQR process, it has been brought to our attention that an ecological study will need to be completed for the Bog Turtles and will need to be submitted to DEC before proceeding. The mayor let the board know that this will be paid for through our ARPA funding. *Motion* made by Trustee M. Hartzog to allow this proposal, seconded by Trustee L. Kerr, four (4) members present approved, and one (1) board member was a nay.

Two new grants are in the process of being written for upcoming deadlines, WIIA and LSRS. A proposal from Tighe & Bond in the amount of \$4,000 was presented to assist with writing these grants for our water service lines and water improvement projects. The mayor let the board know that Townscape again offered to give a donation to help cover this cost. *Motion* was made by Trustee D. Sherman to allow this proposal and the mayor to sign, seconded by Deputy Mayor Sartori, all five (5) members present approved.

Public Comment

Will the new RFP along with the proposed contract be online – Mayor Najdek answered that yes both would be on the website. EV Charging station, what level is this station – Mayor Najdek believes that this is a level 2 station.

Adjourn

Motion to adjourn was made at 7:03 PM by Deputy Mayor Sartori, seconded by Trustee Hartzog, and all five (5) present members approved.

Respectfully Submitted,

Kelly Kilmer
Village Clerk