



VILLAGE OF DELANSON

MAYOR

GAYLE K. GIFFORD

BOARD OF TRUSTEES

JOSHUA D. O'CONNOR
GEORGE GRENIER

Equal Opportunity Employer

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WATER COMMISSIONER

JEFFREY IVESON

CLERK/TREASURER

NICOLE O'CONNOR
DEPUTY CLERK
SHARLENE GRENIER

Village Board Meeting APPROVED MINUTES June 13th, 2022 at 7:00 PM

1. PLEDGE OF ALLEGIANCE LEAD BY MAYOR GIFFORD

2. MEETING CALLED TO ORDER: 7:01

ALL PRESENT: Mayor Gifford, Trustee O'Connor, Trustee Grenier, Water Commissioner Iveson (not present), ~~Clerk/Treasurer O'Connor~~ (excused), Deputy Clerk Grenier

3. APPROVAL OF MINUTES:

Village Board of Trustees Meeting Minutes May 9th, 2022

MOTION TO ACCEPT: Trustee Grenier 2nd: Trustee O' Connor

4. REPORTS:

A. FIRE DEPARTMENT:

9 calls last month, 2 brush fires, one missed call

One search and rescue on Quaker Street, was canceled in route

The batteries for cameras were received, Nicole has them but they need to be installed. Trustee O'Connor will install.

Anders, Adam Peter attended an international conference in April, to have all Fire House records, incident reports are currently completed on paper moved to digital records.

Maintain complete inventory, vendors, etc..

Vendors and quotes provided.

Anders preferred vendor, Image Trend - the Fire Department is currently using a free version of this software. Image Trend Elite contains functionality for incident reports, allows each member to have an individual profile, complete inventory of supplies, ems bag checks and truck checks.

Report out functionality - Generate Monthly reports, annual Five years

Incident reports are automatically updated to the National Database so the FireHouse

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compliance would be automated (incident reports only, manual input would still be required to maintain compliance elsewhere).

At initial startup all data needs to be manually entered. Some additional workload upfront.

All gear would be individually assigned to each member in the system which allows paper trail to keep track of who is responsible for specific gear and ensure that it is returned to the firehouse after membership is terminated.

Provide annual

Total cost would be approximately \$2,800 annually funded by the village because it falls under operational expenses

Trustee O'Connor asked the following Questions:

If there is a contract requirement? For example, a five year price guarantee.

What does Duanesburg use? Would we be one of the first in the town to do so?

Can we share a license with Duanesburg or Quaker Street? or a broader license for the three districts combined, find a tool to streamline the analysis of our funding.

Trustee O'Conner - find out what Duanesburg and Quaker Street are using for reporting and see if we can combine licenses to help with overall cost and provide better sight to the Town so they are aware of the funding.

Anders agreed to ask Duanesburg and Quaker Street and report back.

Anders confirmed 90% of the state is using a free version of Image Trend provided by the state.

The Board will vote on Fire and EMS quotes at the July 2022 meeting.

B. SCHENECTADY COUNTY SHERIFF:

The speed trailer was outside for ten days prior to road paving
data was sent on June 7th

8500 plus vehicles 85% were at or below 40

6 over 60 -65 mph

1 between 65-69mph

5,000 between 1- 20 mph

The road is designed for 15000 daily average trips.

The speed tracker is highly accurate.

Traffic off of East Shore tends to be slower from pulling off the side road.

See what best practices are as far as issuing tickets

7:00 am and 3:00pm

Mayor Gifford: Kids drive really fast on Thousand Acres road. The road has a small shoulder and there is a private pre-school located near the end of Thousand Acres where Gage Road intersects.

Sheriff Geraci: There is no speed limit sign so max speed is 55 mph. We could petition to lower the speed limit or get together with the town to lower the speed limit.

Duanesburg School Universal pre-k program is also partnered with Whispering Pines potential to have a school zone?

Sheriff Geraci: There is a speed trailer currently in Mariaville that can be moved to Thousand Acres Rd.

Next Year there will be more of a presence for the Memorial Day Parade.

Trustee O'Connor: For this year, we had better turn out on a weekday.

Sheriff Geraci: Next Year we can shut the road down for the entirety of the parade and

have a Sheriff's Car in the parade.

Sheriff requested a marching band for next year's parade.

Mayor Gifford: The train was only shut down until 7:30 and a train showed up at 7:33.

Village has been overall relatively quiet. Four wheelers and dirt bikes are less frequent.

Sheriff Geraci: The relationship with officers in the school has helped. When the kids were spoken to about riding through the village, they were more receptive to and listened to the officer because of the relationship formed at school.

Trustee O'Connor: AYSO Soccer is starting at the end of June on Tuesdays and Thursdays from 6-8, can you have police drive by to make sure vehicles are using caution?

AYSO runs approx. 8 weeks.

The Sheriff Agreed.

C. TREASURER/CLERK:

Mayor Gifford: Fiscal Year ended May 31st some bills will still be coming in.

Budget Transfers are provided to be approved and need to be processed

Request to Approve the transfer of funds: \$5,000 to the Capital Reserve Fund for the Fire Department, and also \$5,000 for the water.

Trustee O'Connor: Transfer of funds was included as part of the budget so required to be reconciled.

Trustee O'Connor: Motion to approve the \$5,000 for Fire and \$5,000 for water.

Trustee Grenier: 2nd motion.

Mayor Gifford: During the Capital Planning Meeting last week a municipality purchased the YMCA and donated the building to the school. The school is going to want partnership and have a public partnership to reinstate community membership.

Trustee O'Connor: The YMCA was used frequently and at capacity when it was open, but many members, like silver sneakers using the facility for pickleball, were from Guilderland. Their use didn't count because they didn't have membership from Duanesburg.

Trustee O'Connor suggested that route 395 be narrowed by 12 feet on both sides, eliminating both turning lanes onto Cole Rd and School Drive, and replacing said lanes with a sidewalk, grass and a Pedestrian crosswalk that will help direct foot traffic and act as a traffic calming measure. He also suggested a sidewalk that connects the school to the YMCA and removing the yield sign at the end of Cole Rd, to be replaced with a stop sign.

Josh has contacts in the traffic engineering business that could assist with grant writing; he does not think we need an RFP. Josh's company could fill out the grant application, which would not be a conflict of interest because they are not getting paid.

If a traffic study needs to be completed, it would require an RFP. We can have the school take the lead.

If the grant applications could have co applicants it would increase leverage for the grant award, if the school is maintaining the YMCA facility, there will be a lot more foot traffic in that area. Jim and Jeff Rivenberg are in the planning stage, if we have anything to add let them know.

DEPUTY CLERK:

Updates from Deputy clerk Provided.

Memorial Day Parade and Village Garage Sale were a success with a good turnout again this year.

Deputy Clerk Grenier: Two out of the five Garage Sale signs are missing. When I drove through Duaneburg on Monday the sign was still present, when I returned on Wednesday to retrieve the sign, it was gone. The sign located outside Stewart's in Esperance was also missing. The signs were only up for one week.

Trustee O'Connor: They could have been stolen.

Mayor Gifford: The town may have the sign, contact them and see.

Motion for Destruction of records document number 2022-06: Trustee O'Connor

Approved: Trustee Grenier

Deputy Clerk Grenier: I will be working on LGRMIF grant time study's going into July and I need to know the length of time it takes the Village to respond to a FOIL/FOIA request.

Mayor Gifford: There is a binder in the office with required information that can be reviewed.

D. WATER DEPARTMENT:

Jeff submitted another resume, Gayle will not accept anymore.

Josh - we will make another resolution to resolve Jeff's salary once a new assistant water comm. is hired

The salary for the assistant water commissioner has increased for this year. The increase in salary will not be in effect until a new assistant water commissioner is hired. What does the assistant comm need for certification, coursework and an apprenticeship to be a plant operator not just a deputy. A person could do multiple jobs with the training.

Jeff's Water Report is provided.

Jeff reported Water valve issues with roadwork - normal plant operation work.

E. PLANNING BOARD:

Mayor Gifford did not receive meeting minutes.

Trustee O'Connor: Ask the planning board to reach out to the school to be included in the capital project for work done to the exterior of the HighSchool. The last school proposed work within the Village Waterway that impacted the village and we were not included resulting in moving the High School Solar Panel. The planning board would be the point group to be invited to a workshop meeting for outside construction of the High School. The project wasn't reviewed by anyone at the Village, Jim and Jeff are aware this was an issue. Josh wants to make sure we're included in some capacity for input, although we recognize we don't have jurisdiction.

Josh - will reach out to Dan to make sure planning is included

F. ZONING BOARD OF APPEALS:

None

G. PUBLIC WORKS:

There is no activity in the Village at this time, working with quotes for resurfacing Award resurfacing at the next meeting compared with another bid. Waiting to see an RFP. We are authorized to award Gorman the work without a competitive bid, but if the Empire can provide a better price we can award them the bid.

H. BUILDING MAINTENANCE:

Brian did electric, light bulb's were all burned out. Sign light was bad and replaced, a

new LED light bulb was placed on the back outdoor light. The light that goes on with the Siren is now working.

We want Replace bathroom light switches with a motion sensor

Roof - ready to start in approximately two weeks to do the flat roof and repairs. roof needs to be replaced, \$28,000 quote. Solve immediate repairs first

I. PARKS:

Sharlene purchased flowers for pots for the Memorial Day Parade as we would not receive our municipality order until June, receipt is present.

Sharlene picked up flowers from the municipality on June 2nd. Sharlene and Sherry planted the flowers in their respective pots and weeded gardens on Friday June 3rd. We also received five perennials 2-liatris and 3-echinacea. All five perennials were planted around the base of the gazebo.

We potentially have a person who would like to donate a bench outside the firehouse. Sharlene will follow up to see if the person is still interested as they had expressed interest earlier in the year.

J. BUILDING INSPECTOR:

Building Permit for Garage on 169 Thousand Acres Rd.

Fees: No fees/ No permit issue

K. DOG CONTROL:

Quiet Month

L. TRUSTEES PROJECTS:

Grant opportunity for traffic calming and pedestrian connection Josh O'Connor.

Water Law - Need a Draft Fee Schedule - to give Jeff to mark up at the next meeting.

5. PRIVILEGE OF THE FLOOR TO THE PUBLIC: Open floor at 8:24 pm. Closed 8:24 pm.

6. OLD BUSINESS:

A. CHIPs Projects - waiting on Empire Quotes (Dead end roads not heavily used paving will last approx. 15 years.)

B. FEMA Projects - Waiting for Jeff and Jason - Need to close - Nothing is happening there is not enough money to do anything that meets the grant requirements. There are ways to streamline the proposal to bring the price down. The large project is too expensive to justify. Complete what needs to be done to bring the water into compliance and take another bond after. Next meeting we will authorize the project to move forward. None of the options Jeff wants will increase cost.

C. Roof Claim/Repair - There are two quotes. Roof Repairs - \$17,000 and the interior is separate total \$22,375 insurance has paid in claims \$18,471. Motion to pay for the roof was completed at the last meeting.

D. DWSRF Water Infrastructure Improvement Grant (WIIA) - Gayle sent back the Award acceptance letter. The last conference call with the EPA was waiting for updates with the plant. Schedule Workshop.

7. NEW BUSINESS:

A. Intermunicipal Agreement – Stormwater Maintenance and Repairs - Gayle sent the county

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prepared and each project will be negotiated as needed. Trustee O'Connor made a Motion to authorize Gayle to enter into the Intermunicipal Agreement 2nd Approved Trustee Grenier

- B. Review Paving Quotes- reviewed during public works section of this meeting (G)
- C. Schedule 2nd Water Law Workshop - tabling water law workshop until further notice.
- D. Schedule Water Treatment Improvement Upgrade Workshop - Tentatively scheduled for June 22, 2022 at 6:00pm

8. COMMUNICATIONS AND ANNOUNCEMENTS: N/A

9. AUDIT OF BILLS AND APPROVAL OF PAYMENT BY THE BOARD OF TRUSTEES

MOTION TO PAY:Trustee O'Connor		2 nd : Trustee Grenier
CLAIMS: 172346-172363	\$14278.74	
CLAIMS: 1-20	\$16754.15	
	TOTAL: \$31032.89	

10. MOTION TO ADJOURN: 8:55 pm.

ADJOURNMENT: Mayor Gifford 2ND: Trustee O'Connor