

Minutes of Public Hearing held on April 5, 2021 on the Village of Glen Park Budget for the fiscal year 2021-2022. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the hearing to order at 5:45 p.m. All present had masks on for this meeting and were socially-distanced.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEE SHANE WISNER, 3) TRUSTEE JOAN POSTORINO, 4) TRUSTEE ROBERT WASHER, 5) TRUSTEE LARRY J. BROWN 6) POLICE OFFICER LARRY JOBSON, 7) RESIDENT STEPHANIE DAVIS, 8) TREASURER RENE'E KOLB, and 9) VILLAGE CLERK CONSTANCE G. HOARD.

No one appeared regarding the matter discussed at the public hearing on the budget.

Mayor Stephen Macaulay closed hearing at 6:01 p.m. upon motion made by Shane Wisner, seconded by Joan Postorino. CARRIED.

Respectfully submitted,

CONSTANCE G. HOARD
Village Clerk

Minutes of Organizational Meeting of the Board of Trustees of the Village of Glen Park held on April 5, 2021. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6:09 pm. All present had masks on for this meeting and were socially-distanced.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEE ELECT-SHANE WISNER, 3) TRUSTEE JOAN POSTORINO, 4) TRUSTEE-ELECT ROBERT WASHER and 5) TRUSTEE LARRY J. BROWN. 6) POLICE OFFICER LARRY JOBSON, 7) DPW SUPERVISOR AND GLEN PARK FIRE DEPARTMENT CHIEF RALPH SKINNER, 8) TREASURER RENE'E KOLB, and 9) VILLAGE CLERK CONSTANCE G. HOARD.

Two permit applications were submitted by Lake Home Center (Stefanie Davis, who will be the owner of record when loan is paid off). Upon motion made by Joan Postorino, seconded by Larry J. Brown, both permits are granted as presented by Stefanie Davis for a front porch and a fence to be erected at 304 Main Street, Glen Park. CARRIED.

A permit application was submitted by Emily Hatch, 510 Church Street, Glen Park for a 10' X 12' storage building. Upon motion made by Robert J. Washer, seconded by Shane Wisner, the permit is granted as presented. CARRIED.

The oaths of office were administered by Village Clerk Constance G. Hoard to Trustee-Elect Robert J. Washer and Trustee-Elect Shane C. Wisner, for two year terms. Thereafter, Trustees Robert J. Washer and Shane C. Wisner entered the meeting.

Upon motion made by Joan Postorino, seconded by Shane Wisner, the reading of the minutes was dispensed with for setting the for 2021-2022 budget public hearing meeting which was held on March 1, 2021 were accepted as presented by Village Clerk Constance G. Hoard. CARRIED.

Following the Budget Hearing which had been opened at 5:45 p.m. and closed at 6 p.m. Mayor Stephen Macaulay presented the Budget for consideration.

Upon motion made by Robert Washer, seconded by Joan Postorino, the budget is hereby adopted with the following tax rates:

Town of Brownville	\$5.1755028	
Town of Pamelaia	\$9.0798295	CARRIED

Treasurer Rene'e Kolb presented **Proposed Water & Sewer Increases Budget 2021-2022** for discussion.

Following the discussion, Mayor Stephen Macaulay presented the following resolution concerning water and sewer rates which were changed within the budget adopted April 5, 2021. Upon motion made by Joan Postorino, seconded by Shane Wisner, the following resolution was adopted:

RESOLUTION

BE IT RESOLVED by the Board of Trustees of the Village of Glen Park that the following quarterly water rents schedule for all properties being served by the Village Water System is hereby adopted as of June 1, 2021 invoice:

1. The quarterly charge for the use of water shall be computed as follows:

- A) The first 7500 gallons of water used or any part thereof \$25.00
- B) Each additional 1000 gallons or any part thereof \$ 3.45
- C) Sewer 3.75 times the water charge

2. In addition, the owner of each property served during any quarter shall at the beginning of each quarter meet the obligation for payment established

in the water service agreement between the Village of Glen Park and the Village of Brownville. The Village of Brownville collects the charge and then disburses the charge which is for debt service, equipment and maintenance, to DANC (Development Authority of North Country) .

3. The quarterly billing cycles and payment dates shall be as follows:

<u>Quarter</u>	<u>Payment Due By Date</u>
December 1 through February 28	April 1
March 1 through May 31	July 1
June 1 through August 31	October 1
September 1 through November 30	January 1

In the event that the utilities rents and any other charges are not paid by **Payment Due by Date**, the Treasurer shall assess a penalty of 10% to the outstanding balance. In the event that the utilities rents are not paid within 30 days after the first **Payment Due by Date**, the Treasurer shall charge and assess an interest charge of 1% per month, or any part thereof, on the outstanding principal balance. Any hookup fees, penalties, interest or other charges so assessed shall become part of the utilities rent owed. All utilities rents, penalties and accrued interest remaining due and unpaid at the time the annual Village tax levy is made shall be included therein pursuant to the General Municipal Law, levied against the property served and shall be collected and enforced with and in the same manner and at the same time as other Village taxes.

4. There shall be a reinstatement of service charge of \$50.00 for any property disconnected or terminated from water service pursuant to paragraph 4 above, payable to the Village Treasurer, in cash, money order or bank checks, together with all outstanding and past due water rents prior to the Department of Public Works reinstating water service.

5. This Resolution and Schedule of Water Rents supplements the Resolution dated March 30, 1998 , June 1, 1998, November 2, 1998, July 10, 2000, May 5, 2003, June 7, 2004, May 7, 2007, February 4, 2008, and April 4, 2016 to provide for the Village's contractual obligations.

Dated: April 5, 2021

In addition, the owner of each property served during any quarter shall at the beginning of each quarter meet the obligation for payment established in the water service agreement between the Village of Glen Park and the Village of Brownville. The initial charge due July 1, 1998 was \$17.48 per property. The rate will be \$33.84 per property.

Due to Governor Cuomo signing into law Chapter 108 of the Laws of 2020 municipalities are prevented from terminating water service to residential customers until 180 days after the COVID-19 state of emergency expires.

Mayor Stephen Macaulay presented the following policies to the Board of Trustees for review and re-adoption:

Investment Policy adopted April 3, 1993. Upon motion made by Joan Postorino, seconded by Robert Washer, the Investment Policy is hereby re-adopted. CARRIED

Glen Park Village Board & Mayor's Appointment list for 2021-2022 . Upon motion made by Joan Postorino, seconded by Shane Wisner, the Village Board & Mayor Appointments for 2021-2022 hereby are approved as presented by Mayor Stephen Macaulay. CARRIED

Mayor Stephen Macaulay presented **Standard Work Day & Reporting Resolution RS 2417-A** as prepared by Treasurer Rene'e Kolb and presented to Village Clerk Constance G. Hoard for signature and Village Seal for annual review and consideration in compliance with original resolution enacted February 4, 2013. Treasurer Rene'e Kolb had **Resolution RS 2418** indicating the Standard Work Day Resolution for Employees which includes:

Department of Public Works Supervisor 8 hours,
Department of Public Works Laborer 8 hours,
Treasurer/Tax Collector/Deputy Clerk 8 hours,
Board of Trustees 8 hours,
Zoning Officer 6 hours,
Police Officer 8 hours,
Clerk 8 hours,
Health Officer 6 hours.

The **Standard Work Day Resolution for Employees RS 2418** as prepared by Treasurer Rene'e Kolb will be presented to Village Clerk Constance G. Hoard for signature and attachment of the Village Seal thereto for its annual review. A copy of the resolution will be attached when available and made a part of these minutes. CARRIED.

A copy of the Resolution will be posted at the main entrance to the Village Office for at least 30 days by Treasurer Rene'e Kolb. Village Clerk Constance G. Hoard's **Standard Work Day file** had been left in Treasurer's Rene'e Kolb's possession in 2016 and will continue to remain in the possession of Treasurer Rene'e Kolb. CARRIED

Auto Reimbursement will be at the federal rate upon motion made by Joan Postorino, seconded by Shane Wisner. The original motion was made by Board of Trustees at their meeting on April 1, 2002. CARRIED.

Resolution for Advance Approval of Claims for payment of public utility service, postage, freight and express charges. This resolution was originally adopted at the April 5, 1993 meeting of the Board of Trustees of the Village of Glen Park. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows. The resolution was re-adopted at the October, 2020 organizational meeting. Upon

motion made by Shane Wisner, seconded by Robert Washer, the resolution is re-adopted. CARRIED.

Resolution for Attendance at Schools and Conferences for education benefiting the municipality by all elected and appointed officials, as well as employees of the Village of Glen Park. Pursuant to General Municipal Law Section 77-b municipal officers may attend schools, conferences and seminars conducted for the benefit of the local government. However, attendance is not authorized, nor can reimbursement be applied for, unless the Board of Trustees approves the attendance in advance. Upon motion made by Joan Postorino, seconded by Shane Wisner, the resolution is re-adopted. The original resolution was adopted April 2, 2018. CARRIED

The **Village of Glen Park Procurement Policy** supported by **Resolution No. 2 Adopting Local Law 1 of 2019 dated April 1, 2019 Authorizing the Use of a Best Value Award Methodology for Purchase Contracts** which should be reviewed annually by the Village Board at its organizational meeting or as soon thereafter as is reasonably practical. Upon motion made by Robert Washer, seconded by Joan Postorino, the Procurement Policy supported by Local Law 1 of 2019 is hereby re-adopted.

Upon motion made by Robert Washer, seconded by Joan Postorino, the policies were re-adopted by the Board of Trustees. CARRIED.

Police Officer Larry Jobson gave an oral report. A copy of Officer Larry Jobson's written report for the month of March, 2021 was left for filing with Village Clerk Constance G. Hoard.

There being no further business before the Organizational Meeting, the meeting was adjourned at 6:15 p.m. upon motion made by Joan Postorino, seconded by Robert Washer. CARRIED

Respectfully submitted, CONSTANCE G. HOARD, Village Clerk

Minutes of Regular Meeting of the Board of Trustees of the Village Glen Park . held on April 5, 2021 The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the hearing to order at 6:20 p.m. All present had masks on for this meeting and were socially-distanced.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEE SHANE WISNER, 3) TRUSTEE JOAN POSTORINO, 4)TRUSTEE ROBERT WASHER, 5) TRUSTEE LARRY J. BROWN 6) POLICE OFFICER LARRY JOBSON, 7 DPW SUPERVISOR AND GLEN PARK FIRE DEPARTMENT CHIEF RALPH SKINNER, 8) TREASURER RENE'E KOLB, and 9) VILLAGE CLERK CONSTANCE G. HOARD.

Mayor Stephen Macaulay presented for approval Refuse Agreement entered into as of the first day of June, 2021 between the Village of Glen Park, Municipal Corporation, and Joranco LLC Pick N Go Property Waste Services, Contractor, for annual cost for weekly curbside pickup of refuse and recyclables for \$2,413.73 per month for 195 Units to include the Spring/Fall Clean Up in the Village, which amount is 2% increase from last year's contract. Upon motion made by Shane Wisner, seconded by Joan Postorino, Mayor Stephen Macaulay is authorized to sign the contract on April 5, 2021 along with Randy J. Comenole, Owner who signed on March 17, 2021. CARRIED. A copy of the contract is made a part of these minutes and will later be filed in the Refuse Contract file.

Mayor Stephen Macaulay presented for discussion correspondence from David B. Geurtsen, Esq. Conboy McKay, Bachman & Kendall dated March 9, 2021 re: Local Law – Unsafe Buildings and Structures, CMBK File #38856 0003 and March 22, 2021 to Stephen Macaulay, Village Mayor and to Village of Glen Park attn.. Connie Hoard, Village Clerk 239-m in Review, Unsafe Buildings and Structures Law, File 38856.0000. A copy of each letter is attached and made a part of these minutes.

Mayor Stephen Macaulay presented for information copies to members of the Village Board of a letter sent to him March 31, 2021 by David B. Geurtsen, Esq. Conboy, McKay, Bachman & Kendall concerning Cannabis Legislation CMBK File No 38856.0003. A copy of this letter is attached and made a part of these minutes.

Trustee Shane Wisner lead a discussion on summer help with DPW Supervisor Ralph Skinner and the remaining board members. There were no applications received as of April 1, 2021 for the summer laborer position. Following this discussion, Trustee Wisner will check to obtain information on CETA help and also check with the General Brown Central High School for names of possible students to contact with regard to summer employment.

Trustee Shane Wisner reported that General Brown Central School is not allowing use of their fields this year for lacrosse practices and games. He asked permission for the General Brown Youth Lacrosse team to use the Robert J. Thomas Community Hill Park field commencing April 19, 2021 four days a week 5 p.m. to 7 p.m. Upon motion made by Shane Wisner, seconded by Larry J. Brown, permission is granted for the General Brown Youth Lacrosse team to use the Robert J. Thomas Community Hill Park field for practices and games four days a week. CARRIED.

Treasurer Rene'e Kolb presented Treasurer's Report. Upon motion made by Joan Postorino, seconded by Larry J. Brown, Treasurer's Report for the month of March, 2021 is hereby accepted. CARRIED.

Treasurer Rene'e Kolb reported the receipt of the proceeds of the Town of Pamelaia fire contract in the amount of \$49,294.00. Upon motion made by Joan Postorino, seconded by Shane Wisner, the Treasurer is hereby authorized to disburse to the Glen Park Fire Department the Town of Pamelaia fire contract funds. CARRIED

Board of Trustees received from NYCOM information concerning American Rescue Plan Act of 2021 for their information. The subject was tabled until more information on how to disburse the funds becomes available.

Upon motion made by Joan Postorino, seconded by Larry J. Brown, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the bills, for each abstract approved by auditors (Trustee Shane Wisner and Mayor Stephen Macaulay) when presented by Treasurer Rene'e Kolb. The original abstracts will then be delivered by Treasurer Rene'e Kolb for review by Glen Park Board of Trustees and signed by them, dated the date of their individual signatures, and presented when available to Village Clerk Constance G. Hoard who will direct payment of the bills, a copy of each abstract will be attached and will be made a part of these minutes and the originals will be returned to Treasurer Rene'e Kolb for placement of the original of each abstract in her files:

Abstract General 10B`	17684.17	
Abstract Sewer 10B	761.04	
Abstract Water 10B	803.01	
Abstract General 11A	12751.59	
Abstract Sewer 11A	13258.97	
Abstract Water 11A	81.66	CARRIED

There being no further business before the meeting, upon motion made by Larry J. Brown, seconded by Robert Washer, the reading of the minutes for information was dispensed with and the meeting was adjourned at 6:45 P.M. CARRIED

Respectfully submitted,

CONSTANCE G.. HOARD, Village Clerk