

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on September 14, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEES DANIEL MUNSON, 3) JOAN POSTORINO, AND 4) ROBERT WASHER 5)RESIDENT RICK MENTRY, 608 Church Street, Glen Park, 6) RESIDENT CHARLIE BROWN, 668 Main Street, Glen Park, 7) DPW SUPERVISOR AND GLEN PARK FIRE CHIEF RALPH SKINNER, 8) POLICE OFFICER LARRY JOBSON, 9) TREASURER RENE'E KOLB, and 10) VILLAGE CLERK CONSTANCE G. HOARD

Upon motion made by Daniel Munson, seconded by Joan Postorino, the reading of the minutes was dispensed with and the minutes of the previous meeting held on August 3, 2020 were accepted, with any corrections, as presented by Village Clerk Constance G. Hoard. CARRIED.

Rick Mentry presented, for review and discussion, a rough draft of an Application for Zoning Permit for a structure to be placed on property at 608 Church Street, Glen Park owned by his mother, Linda Mentry. Upon motion made by Daniel Munson, seconded by Joan Postorino, the Application for a Zoning Permit is approved, with the provision be placed into the Application of Zoning Permit to indicate that the building be placed 30 feet from the edge of Pine Street, Glen Park. CARRIED.

Rick Mentry exited meeting at 6:07 p.m.

Charlie Brown stated that he was appearing concerning an article placed in the Fall Glen Park Newsletter concerning automobiles. He stated that he always reads the newsletter for information. He explained his circumstances and that he would make every effort to comply with the local law before winter.

Police Officer Larry Jobson gave an oral report, and left his written monthly reports for July and August, 2020 for information and filing with Village Clerk Constance G. Hoard. Police Officer Larry Jobson exited meeting at 6:20 p.m.

Mayor Stephen Macaulay presented information concerning moratorium on termination of residential utility service dated September 8, 2020, along with Schedule for Penalties & Interest by Residents for Water/Sewer Invoice 6-1-20 Refund Penalty Paid prepared by Treasurer Rene'e Kolb which had been sent by e-mail to the Board of Trustees for information and consideration at the board meeting. Following a discussion, upon motion made by Joan Postorino, seconded by Robert Washer, Treasurer Rene'e Kolb is authorized to refund \$50.00 to

**Minutes of Regular Meeting  
of September 14, 2020**

Meghan Williams, 746 Main Street, Glen Park. representing cut off fee charged CARRIED Copies of the information are attached and made a part of the minutes.

Charlie Brown exited meeting at 6:23 p.m.

The Board of Trustees noted that David Christopher has been accumulating car and trash on his properties. A letter will be sent to him requesting that the items be removed. A copy of the letter will be attached and become a part of the minutes.

Treasurer's Report was presented for approval. Upon motion made by Joan Postorino, seconded by Robert Washer, the report is accepted as presented by Treasurer Rene'e Kolb. CARRIED.

Treasurer Rene'e Kolb presented the following Model Resolution for consideration:

“RESOLVED by the Board of Trustees governing body of Village of Glen Park (local government name) that *Retention and Disposition Schedule for the New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York State Government Records (LGS-1)* after they have met the minimum retention periods described therein.
- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond legal minimum periods.”

Upon motion made by Joan Postorino, seconded by Robert Washer , the above resolution is adopted. CARRIED.

Treasurer Rene'e Kolb presented Utilities Warrant prepared by her for period from May 13, 2019 to August 10, 2020 for Board of Trustees' approval and Village Clerk Constance G. Hoard's filing with the minutes. Upon motion made by Joan Postorino seconded by Robert Washer, Mayor Stephen Macaulay is authorized to execute Utilities Charges Warrant prepared by Treasurer Rene'e Kolb, with invoice date of September 1, 2020, the last column thereof opposite their respective names, in the same manner as prescribed for the collection of property taxes, in the amounts of:

**Minutes of Regular Meeting  
of September 14, 2020**

**\$ 7,253.42- Water  
22,463.35- Sewer  
5,930.96- DANC**

**\$35,647.73      CARRIED**

A copy of the Utilities Warrant, along with the attachment is attached and made a part of the minutes.

Treasurer Rene'e Kolb stated that the Fall School presented by NYCOM will be done virtually at a cost of \$99. Upon motion made by Robert Washer, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to attend the virtual Fall School. CARRIED.

Village Clerk Constance G. Hoard reported on regulations for the Election being held on September 15, 2020.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the bills, for each abstract approved by auditors (Trustee Daniel Munson 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 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 placed into Village Clerk Constance G. Hoard's files and the originals will be returned to Treasurer Rene'e Kolb for placement of an original of each abstract in her files:

Abstract General 3B	15124.70	
Abstract Sewer 3B	1028.20	
Abstract Water 3B	237.68	
Abstract General 4A	58168.33	
Abstract Sewer 4A	6076.83	
Abstract Water 4A	10681.32	CARRIED.

There being no further business before the meeting, the reading of the minutes for information was dispensed with and the meeting was adjourned at 6:35 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 September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on August 3, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEES DANIEL MUNSON, 3) JOAN POSTORINO, 4) SHANE WISNER, AND 5) ROBERT WASHER, 6) CHRIS RUDY OF ALTERNATIVE POWER SOLUTIONS 7) MARK ROTTOLO OF ALTERNATIVE POWER SOLUTIONS, 8)DPW SUPERVISOR RALPH SKINNER, 9)TREASURER RENE'E KOLB, and 10) VILLAGE CLERK CONSTANCE G. HOARD

Upon motion made by Shane Wisner, seconded by Joan Postorino, the reading of the minutes be dispensed with and the minutes were accepted, with corrections, as presented by Village Clerk Constance G. Hoard. CARRIED.

An Application for Zoning Permit Only from Owner Task Force Muleskinner, LLC dated 7/28/2020 with Contractor Alternative Power Solutions of NY, 6399 E. Molly Rd, Ste C, East Syracuse, NY 13057 for 31.025kW – (73) Module, Roof Mounted Solar Array to be installed on customer's property at 164 Main, Watertown,, NY 13601 (73) QCELLS 425w Modules / {2) Inverters, with attached documents. was presented for review by the Board of Trustees. Upon motion made by Shane Wisner, seconded by Robert Washer, the permit is hereby granted. CARRIED. A copy of the Application for Zoning Permit Only and attached documents is attached and made a part of these minutes.

Chris Rudy and Mark Rottolo of Aternative Power Solutions acknowledged that they had been instructed to go to Jefferson County for any further permit. and they exited meeting at 6:05 p.m.

Police Officer Larry Jobson was not present for the meeting.

There was no oral DPW Report given by Supervisor Ralph Skinner. A written report was given to Village Clerk Constance G. Hoard for filing.

**Minutes of Regular Meeting  
of September 14, 2020**

Treasurer Rene'e Kolb presented Treasurer's Report. Upon motion made by Shane Wisner, seconded by Joan Postorino, the Treasurer's Report was accepted as presented. CARRIED.

Treasurer Rene'e Kolb reported that there will be no in person New York State Conference of Mayors and Municipal Officials Fall Training School for City and Village Officials held this Fall, 2020. The school will be virtual, with more information to follow.

Treasurer Rene'e Kolb reported that sales tax revenues were not down.

Mayor Stephen Macaulay reported on a conversation which he had with Jim Millington, Chaumont, New York concerning the Code Enforcement Officer position. Mr. Millington will get back to Mayor Macaulay on that matter.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the bills, for each abstract approved by auditors (Trustee Daniel Munson 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 Board of Trustees and signed by them, dated the date of their individual signatures, and presented to Village Clerk Constance G. Hoard who will direct payment of the bills, a copy placed into Village Clerk Constance G. Hoard's files and originals will be returned to Treasurer Rene'e Kolb for placement of an original of each abstract in her files:

Abstract General 2B	15,527.97	
Abstract Sewer 2B	1,194.73	
Abstract Water 2B	159.18	
Abstract General 3A	8,801.11	
Abstract Sewer 3A	48.56	
Abstract Water 3A	97.79	CARRIED.

There being no further business before the meeting, uipon motion made by Dan Munson, seconded by Joan Postorino, the meeting was adjourned at 6:30 p.m. CARRIED.

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on July 6, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEES DANIEL MUNSON, 3) JOAN POSTORINO, 4) SHANE WISNER, AND 5) ROBERT WASHER, 6) RESIDENT KELLEY FAHEY, 699 Main Street, Glen Park 7) TREASURER RENE'E KOLB, and 8) VILLAGE CLERK CONSTANCE G. HOARD.

9) DPW SUPERVISOR RALPH SKINNER entered meeting at 6:01 p.m.

Kelley Fahey, owner of property at 699 Main Street, Glen Park appeared concerning location for fences within the Village of Glen Park. She was not putting up the fence as the neighbor said they were going to put up a fence. She was advised that it could be located on the property line, but an Application for a Zoning Permit would have to be submitted but there is no fee.

She questioned the Board of Trustees concerning other problems with neighbors and she was told that these were civil matters and it would be wise for her to contact an attorney.

Fire Chief Ralph Skinner gave an oral report on the repairing the box of the rescue truck for approximately \$46,000.00. The Glen Park Fire Department hopes to have one half cost picked up by the Village of Glen Park. Treasurer Rene'e Kolb stated that the Village of Glen Park's share, which is in Village of Glen Park Fire Apparatus/Equipment Fund, would be subject to referendum. Treasurer Rene'e Kolb stated to Mayor Stephen Macaulay the amount at present time would be approximately \$56,000.

Mayor Stephen Macaulay stated that he recommends the disbursement out of the Village of Glen Park Fire Apparatus/Equipment Fund. Upon motion made by Joan Postorino seconded by Shane Wisner, the Village of Glen Park Board of Trustees agree to a disbursement from the Village of Glen Park Fire Apparatus/Equipment fund for the repair as reported by Glen Park Fire Chief Ralph Skinner. A copy of Fire Chief Ralph Skinner's report is attached and made a part of these minutes. CARRIED.

**Minutes of Regular Meeting  
of September 14, 2020**

Mayor Stephen Macaulay reported on a letter from Department of Motor Vehicles concerning Leonard Boyce's location on Main Street, Glen Park in a zoning district within the Village. Treasurer Rene'e Kolb was given the original letter for information in order to give the Board of Trustee's response that it was in Neighborhood Residential Zone, but that it was grandfathered in that zone. When Mr. Boyce purchased the property, there was a business similar to his business in place. A copy of the letter will be attached and made a part of these minutes upon receipt from Treasurer Rene'e Kolb.

DPW Supervisor Ralph Skinner reported on an inspection by AirVac concerning the Vacuum Station, 801 Main Street, Glen Park. DPW Supervisor Ralph Skinner reported that on June 23, 2020 Air Vac Rep and reps from Koester Associates, the local dealer for Air Vac visited the Vacuum Station. They discussed our waste collection system and if there were any specific problems we needed addressed. Later, they went to the Vacuum Station for a tour. They discussed how long our pumps are running and if we have had any problems. They stated our pumps look to be in good shape and commented on how low our run-time is. They also commented on how clean our facility was.

Trustee Joan Postorino raised the question of what could be done regarding numerous unlicensed autos in the Village of Glen Park. Treasurer Rene'e Kolb reported that Tom Johnston was still holding position of Code Enforcement Officer as we never received a resignation. Treasurer Rene'e Kolb was authorized by Mayor Stephen Macaulay to mail a letter to Mr. Johnston releasing Mr. Johnston of his service. Attached will be a copy of that letter when available.

Trustee Daniel Munson reported on a couch placed curbside at the premises owned by Joseph and Carol Compo at 522-524 Main Street, Glen Park. A letter will be written by Village Clerk Constance G. Hoard requesting that the furniture be removed from the curbside.

Treasurer Rene'e Kolb presented Treasurer's Reports for the months of May, 2020 and June, 2020 for approval. Upon motion made by Shane, Wisner, seconded by Robert Washer, Treasurer's Reports for the months of May, 2020 and June 2020 are approved as presented. CARRIED

Treasurer Rene'e Kolb presented **Revised Utilities Charges Warrant for the period of February 13, 2019 to May 12, 2020** in the amounts of:

\$ 6,009.24 water
18,971.48 sewer
5,930.96 DANC
<u>147.49 Miscellaneous</u>
<u>\$31,059.17 Total Warrant</u>

**Minutes of Regular Meeting  
of September 14, 2020**

Revision is due to the rebate of \$54.81 for water and sewer charges from invoices December 1, 2019, March 1, 2020 and June 1, 2020 for Phyllis Parkinson, 107 Glen St. due to a water leak in meter pit.

Upon motion made by Shane Wisner, seconded by Joan Postorino, Mayor Stephen Macaulay is authorized to execute Revised Utilities Charges Warrant in the total amount of \$31,059.17 authorizing Treasurer Rene'e Kolb to collect such amounts. CARRIED.

Treasurer Rene'e Kolb presented **Revised Tax Warrant** in the amounts of \$317,794.20 for general fund, \$479.79 for water and sewer relievis for a total of \$318,273.59. A copy of the Revised Tax Warrant which will be attached to these minutes reflects a reduction in revenues with regard to the hydro property in the amount of \$5,128.40. Upon motion made by Shane Wisner, seconded by Joan Postorino, Treasruer Rene'e Kolb is authorized to collect amounts shown on **Revised Tax Warrant** when presented. CARRIED.

Treasurer Rene'e Kolb reported that the report to the New York State Comptroller (Annual Update Document (AUD) or also known as annual report was filed and Legal Notice of filing placed by her under Public Notices with Watertown Daily Times.

Mayor Stephen Macaulay reported that a permit must be applied for any swimming pool up from 24 inches in depth.

It was reported that tree limbs had been placed curbside at property owned by Fleissner Living Trust, 215 Glen Street, Glen Park. Village Clerk Constance G. Hoard was requested to send a letter informing owner of the procedure of taking tree limbs and other green waste, along with electronic equipment, to the Town of Brownville Transfer Site, Game Farm Road, Brownville, NY with operating hours, along with a card issued to enable the disposal of these items during 2020. A copy of the letter sent is attached and made a part of these minutes.

Resident Kelley Fahey exited meeting at 6:35 p.m.

Police Officer Larry Jobson left his reports for the months of May 2020 and June 2020 for review by the Board of Trustees and filing with Village Clerk Constance G. Hoard.

Treasurer Rene'e Kolb presented **Wage Summary for the month of May, 2020** certified by Village Clerk Constance G. Hoard on June 1, 2020 in the amount of \$15,316.93 and signed by members of the Board of Trustees on May 31, 2020 (Mayor Stephen Macaulay) and June 1, 2020 (Trustees Robert Washer, Daniel Munson, Shane Wisner and Joan M. Postorino). A copy of this Wage Summary will be presented to Village Clerk Constance G. Hoard for filing when available.

**Minutes of Regular Meeting  
of September 14, 2020**

Treasurer Rene'e Kolb presented **Wage Summary for the month of June, 2020** certified by Village Clerk Constance G. Hoard on July 6, 2020 in the amount of \$20,846.28 signed by members of the Board of Trustees on July 5, 2020 (Mayor Stephen Macaulay) and July 6, 2020 (Trustees Daniel Munson, Joan Postorino, Robert Washer and Shane Wisner) A copy of this Wage Summary will be presented to Village Clerk Constance G. Hoard for filing when available.

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

Abstract General 1B	21,388.17	
Abstract Sewer 1B	863.08	
Abstract Water 1B	278.08	
Abstract General 2A	9,646.50	
Abstract Sewer 2A	12,523.69	
Abstract Water 2A	9,894.65	CARRIED

There being nothing further business before the meeting and the reading of the minutes for information being dispensed with, upon motion made by Daniel Munson, seconded by Robert Washer, the meeting was adjourned at 6:40 p.m.  
CARRIED

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on June 1, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: 1) MAYOR STEPHEN MACAULAY, 2) TRUSTEES DANIEL MUNSON, 3) JOAN POSTORINO, 4) SHANE WISNER, AND 5) ROBERT WASHER, 6) DPW SUPERVISOR 6) RALPH SKINNER, 7) GREGORY PARKINSON, SON OF PHYLLIS PARKINSON, deceased owner of 107 Glen Street, Glen Park, NY, 8) RICARDO CRESPO, owner of 606 Main Street, Glen Park, NY, 9) TREASURER RENE'E KOLB and 10) VILLAGE CLERK CONSTANCE G. HOARD.

Upon motion made by Daniel Munson, seconded by Joan Postorino, the reading of the minutes be dispensed with and the minutes were accepted as presented by Village Clerk Constance G. Hoard. CARRIED.

Gregory Parkinson presented a hand-written letter, a copy of which is attached and made a part of these minutes, from Lori Freeman, Amy Schultz, Gregory Parkinson and Cathy Nadelen, members of the Family of Phyllis Parkinson. The letter was with regard to problems had with the meter pit at 107 Glen Street, Glen Park during the period from March, 2019 until June 1, 2020. After a discussion on the matter, a motion was made by Robert Washer, seconded by Joan Postorino, the Village of Glen Park agreed that a refund is due in an amount of \$54.81 as per calculation prepared by Treasurer Rene'e Kolb, a copy of which is attached and made a part of these minutes. CARRIED.

Upon motion made by Daniel Munson, seconded by Robert Washer, the refund of \$54.81 as calculated may be applied to the water/sewer invoice for 107 Glen Street, Glen Park, NY dated June 1, 2020. CARRIED. Gregory Parkinson exited meeting at 6:05 p.m.

Ricardo Crespo, owner of 606 Main Street, Glen Park, NY appeared concerning water bill which will appear on the invoice dated June 1, 2020. The water bill included water used to fill his swimming pool. Mr. Crespo was informed that a request for meter reading should be made before filling his swimming pool. Mr. Crespo exited meeting at 6:08 p.m.

**Minutes of Regular Meeting  
of September 14, 2020**

Glen Park Fire Department Chief Ralph Skinner reported on the success of the chicken BBQ held on May 16, 2020. They were able to sell all of the food in 25 minutes. Unfortunately, the Frank Postorino Golf Tournament was cancelled.

Glen Park Fire Department Chief Ralph Skinner reported that the 2000 Freightliner with the Hesse body will need to be replaced. Fire Dept is currently seeking prices on several options to repair/replace vehicle. They have received quote from Jerome Fire Equip for replacement truck with rescue style body for \$270,000. The Glen Park Fire Department will be asking for quotes from Hesse on replacing the current box and using the present chassis or rehabbing the current box. The box that is currently in use, has substantial corrosion that is effecting the structural integrity and safety of the truck. The Glen Park Fire Department will also be requesting quotes for a replacement pumper and a quote for a mini pumper for comparison. Glen Park Fire Department Chief Ralph Skinner asked the Village Board for financial support whichever route is decided upon.

The Glen Park Fire Department elections will take place on June 2, 2020.

Mayor Stephen Macaulay reported that the following Applications for Zoning Permit were presented by Treasurer Rene'e Kolb for discussion:

- 119 Woodlawn Avenue, Glen Park- fence
- 101 Woodlawn Avenue, Glen Park- fence
- 304 Main Street, Glen Park - #1 assessory building
- 304 Main Street, Glen Park - #2 accessory building
- 104 Superior Street, Glen Park – fence
- 314 Main Street, Glen Park –fence

Following the Board of Trustees' discussions on each of the Applications for Zoning Permits, the following decisions were made:

119 Woodlawn Avenue, Glen Park – fence – Upon motion made by Daniel Munson, seconded by Joan Postorino, the application was granted. CARRIED.

101 Woodlawn Avenue, Glen Park – fence – Upon motion made by Joan Postorino, seconded by Daniel Munson, the application was granted. CARRIED.

304 Main Street, Glen Park #1 accessory building – Upon motion made by Daniel Munson, seconded by Joan Postorino, the application was granted. CARRIED

304 Main Street, Glen Park #2 accessory building – Upon motion made by Robert Washer, seconded by Daniel Munson, the application is granted that there

**Minutes of Regular Meeting  
of September 14, 2020**

is 8 feet setback from back property line and #2 accessory building has to be 8 feet from rear property line. CARRIED.

104 Superior Street, Glen Park – fence - Upon motion made by Robert Washer, seconded by Daniel Munson, the application was granted. CARRIED.

314 Main Street, Glen Park – fence. Upon motion made by Daniel Munson, seconded by Joan Postorino, the application was granted. CARRIED.

Copies of the Applications for Zoning Permits submitted to the Board of Trustees for approval will be attached and made a part of these minutes after receipt by Village Clerk Constance G. Hoard.

DPW Supervisor Ralph Skinner reported that Gravely lawn mower was not running correctly and DPW Supervisor Ralph Skinner adjusted valves. Parts are becoming obsolete on that mower. No dealer in the area carries Gravely. The cost for a new mower would be \$9,500.00 up to \$10,000.00.

Treasurer Rene'e Kolb stated that the Treasurer's Report is not available at this meeting. Upon motion made by Joan Postorino, seconded by Daniel Munson, the Board of Trustees will discuss Treasurer's Report for the month of May, 2020 when presented to the Board of Trustees by Treasurer Rene'e Kolb. CARRIED

At the May 4, 2020 meeting, upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb was authorized to pay all verified bills as authorized, evidenced by the following abstracts Abstracts General 12A, Abstract Sewer 12A, and Abstract Water 12A, along with check detail, for each abstract approved by auditors (Trustee Daniel Munson and Mayor Stephen Macaulay) at that meeting, These abstracts when presented had the incorrect payroll certification at the bottom of the form. As a result of this, Treasurer Rene'e Kolb presented the following corrected Abstracts 12A to Board of Trustees with the request that their signatures be dated May 4, 2020:

Abstract General 12A	15409.84
Abstract Sewer 12A	1131.79
Abstract Water 12A	169.71.

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

**Minutes of Regular Meeting  
of September 14, 2020**

Abstract General 12B	25,232.91	
Abstract Sewer 12B	4,331.00	
Abstract Water 12B	287.74	
Abstract General 1A	4,748.01	
Abstract Sewer 1A	70.00	
Abstract Water 1A	25.00	CARRIED

Mayor Stephen Macaulay presented the following resolution concerning water and sewer rates which were changed within the budget adopted April 6, 2020. Upon motion made by Joan Postorino, seconded by Daniel Munson, 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, 2020 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      \$21.00
- B) Each additional 1000 gallons or any part thereof      \$ 3.45
- C) Sewer 3.50 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 initial charge due July 1, 1998 was \$17.48 per property. The rate will be presently \$33.32 per property. 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

**Minutes of Regular Meeting  
of September 14, 2020**

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. The Department of Public Works is directed to terminate and disconnect service to any property that is delinquent in the payment of water rents for more than 60 days after the **Payment Due By Date**.

5. 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.

6. 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, July 1, 2019 to provide for the Village's contractual obligations.

Dated: June 1, 2020

Introduced by: Mayor Stephen Macaulay  
Motion made by Trustee Joan Postorino  
Seconded by: Trustee Daniel Munson

Voting aye:

Mayor Stephen Macaulay  
Trustee Daniel Munson  
Trustee Joan Postorino  
Trustee Shane Wisner  
Trustee Robert Washer

NAY: NONE

ABSTAIN: NONE

ABSENT: NONE CARRIED.

**Minutes of Regular Meeting  
of September 14, 2020**

Treasurer Rene'e Kolb presented **Utilities Warrant** for period from **February 13, 2020 to May 12, 2020** for Board of Trustees' approval and Village Clerk Constance G. Hoard's filing with the minutes. Upon motion made by Shane Wisner, seconded by Robert Washer, Mayor Stephen Macaulay is authorized to execute **Utilities Charges Warrant** prepared by Treasurer Rene'e Kolb, with invoice date of June 1, 2020, the last column thereof opposite their respective names, in the same manner as prescribed for the collection of property taxes, in the amounts of:

**\$ 6,021.42- Water**  
**19,014.11- Sewer**  
**5,930.96- DANC**  
**147.49- Miscellaneous**

**\$31,113.98- Total Warrant** CARRIED\*\*

\*\*This Utilities Warrant will be changed at the next Board Meeting due to the refund of \$54.81 concerning water/sewer invoice dated March 1, 2020 to be applied to the water/sewer invoice for 107 Glen Street, Glen Park, NY dated June 1, 2020 on a motion made by Daniel Munson, seconded by Robert Washer earlier this meeting. CARRIED.

Treasurer Rene'e Kolb presented the 2020 Municipal Clerks Honor Roll sponsored by General Code showing Treasurer's nomination of Village Clerk Constance G. Hoard for this honor roll. A copy of the Municipal Clerks Honor Roll, along with Treasurer's Rene'e Kolb's nomination is attached and made a part of these minutes.

Historian Constance G. Hoard, in celebration of the Village of Glen Park website's activation on May 20, 2020, read the letter dated Christmas 1994 Mayor Stephen Macaulay had written at the time each household in the village received two copies of History of the Village of Glen Park 1970-1994. The books were hand-delivered to their homes by Lori Macaulay, wife of Mayor Stephen Macaulay and Constance G. Hoard, wife of author C. Gerard Hoard during the 1994 Christmas season. History of the Village of Glen Park 1970-1994 was a gift to the Village of Glen Park from Michael Tucker of Glen Park Associates. Glen Park Associates was a joint venture on the Glen Park Hydro between Mercer Companies of Albany NY and Edgewater Development Company Inc. of Syracuse, NY, The book was written to celebrate the Village of Glen Park's 100th anniversary of its incorporation as a village. The Village of Glen Park voted at an election held December 29, 1893 at the office of the C. R. Remington & Son Company Office to become a village. A copy of the Mayor Stephen Macaulay's letter is attached and made a part of these minutes.

**Minutes of Regular Meeting  
of September 14, 2020**

Historian Constance G. Hoard, in appreciation of the efforts which Mayor Stephen Macaulay put forth in activating the website, gave Mayor Stephen Macaulay a copy of the History of the Village of Glen Park for his library and gave her appreciation for the quotation from The History of the Village of Glen Park located in Chapter 5 “Coney Island of the North Country” in the History part of the website. Historian Constance G. Hoard gave Treasurer Rene’e Kolb \$10 cash for the cost of the book.

There being no further business before this meeting, upon motion made by Shane Wisner, seconded by Daniel Munson, the meeting was adjourned.

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on May 4, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 pm. All present had masks on for this meeting.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER, AND ROBERT WASHER, DPW SUPERVISOR RALPH SKINNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD

Village Clerk Constance G. Hoard requested a change in the minutes to be presented at regular meeting, which had been sent by e-mail for preview by the Board of Trustees shown as "Due to the Corona Virus, upon motion made by Shane Wisner, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to not issue any penalties for quarterly water/sewer payments due by March 31, 2020 to: **Following a Local State of Emergency being declared by Village of Glen Park, as recommended by NYCOM on April 6, 2020 due to the Corona Virus, upon motion made by Shane Wisner, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to not issue any penalties for quarterly water/sewer payments due by March 31, 2020.** CARRIED

Mayor Stephen Macaulay presented Proposal for discussion for the creation of a Village of Glen Park website from North Shore Solutions (Matthew Turcott) to include:

**Logo Digitalization (Optional)** redraw logo to high resolution and provide various formats \$100.00.

**Website Creation** at a one time set up fee and consultation cost of \$1,400.00.

**Proposal includes:**

Creation of a design and building a website. Up to 5 hours of design revisions.

Mobile friendly/responsive layout.

North Shore content management software.

Laying out and creating pages. Content to be provided by client. Estimated number of pages to be 30.

Launch and submission to search engines.

**Minutes of Regular Meeting  
of September 14, 2020**

Assistance in creating Google/Bing/Yahoo business listings.

**Annual Expenses**

1 year premium hosting. North Shore Municipal content management system, SSL security certificate, training as needed, domain name year \$550/year.

Updates to be done as needed/requested and on an hourly basis. Email addresses can be set up for \$45/email addresses.

Upon motion made by Shane Wisner, seconded by Joan Postorino, the Board of Trustees authorizes Mayor Stephen Macaulay to enter into an agreement for the creation of a Village of Glen Park website as outlined in the proposal submitted by North Shore Solutions (Matthew Turcotte) A copy of the proposal is attached as e-mailed by Matthew S. Turcotte (mst@northshoresolutions.com) to Mayor Stephen Macaulay on May 1, 2020 and is made a part of these minutes. CARRIED.

Police Officer Larry Jobson left his monthly report for April 2020 for review by the Board of Trustees and filing with Village Clerk Constance G. Hoard.

Following a discussion concerning sheds being placed on property at 304 Main Street (Lake/Davis) without submission of an application for zoning permits for placement of sheds, Village Clerk Constance G. Hoard was instructed by certified letter, return receipt requested, to Stephanie Davis, 304 Main Street, Glen Park and Robert Lake, BL Real Property, LLC, 21428 US Rt 11 #42-C14, Calcium, NY to state the Village of Glen Park Board of Trustees would like the placement of the sheds ceased and the sheds removed within thirty days after receipt of the letter or the Village of Glen Park will have to pursue legal action to have the sheds removed. A copy of the letter is attached and made a part of these minutes.

Treasurer Rene'e Kolb presented Financial Report for period ending April 30, 2020. Upon motion made by Joan Postorino, seconded by Robert Washer, the Treasurer's Report is accepted as presented. CARRIED.

Treasurer Rene'e Kolb presented Tax Warrant for the fiscal year 2020-2021 for discussion. Upon motion made by Joan Postorino, seconded by Robert Washer, 2018-2019 Tax Warrant is hereby authorized to be executed by Mayor Stephen Macaulay and Village Clerk Constance G. Hoard in the amount of \$322,922.67 taxes for the general fund and \$479.79 water and sewer relevies for a total amount of \$323,402.46. A copy of the Tax Warrant is attached and made a part of these minutes. CARRIED.

Treasurer Rene'e Kolb presented Application for Zoning Permit Only dated 4/7/2020 from Lisa Marshall and Eric Marshall, 303 Park Street, Glen Park for "patio install using pavers, existing sidewalk being replaced with pavers, stairs being replaced with slight alteration by adding stairs to another side (stairs are rotting and not stable) patio will be all one level at ground level" Upon motion

**Minutes of Regular Meeting  
of September 14, 2020**

made by Joan Postorino, seconded by Shane Wisner, the zoning permit is hereby granted. A copy of the application for zoning permit is attached and made a part of these minutes. CARRIED.

Following a discussion, upon motion made by Robert Washer, seconded by Joan Postorino, Following a Local State of Emergency being declared by Village of Glen Park, as recommended by NYCOM on April 6, 2020, due to the Corona Virus, Board of Trustees authorizes Treasurer Rene'e Kolb to not have any shut offs for non-payment of water/sewer bills for the bills invoiced March 1, 2020. CARRIED

Upon motion made by Shane Wisner, seconded by Robert Washer. Treasurer Rene'e Kolb is authorized to pay all verified bills prior to May 29, 2020. CARRIED

Treasurer Rene'e Kolb presented to Village Clerk Constance G. Hoard Budget Transfers as of 05/4/2020 for the following General Fund accounts for Fiscal Year 2019-2020. Upon motion made by Joan Postorino, seconded by Robert Washer, Treasurer Rene'e Kolb is authorized to make the following Budget Transfers as of 5/4/2020 for the following General Fund accounts for Fiscal Year 2019-2020:

**Transfer to:**

Budget, contractual expense	A1340.4	100.00
Fire Dept. contractual expense	A1410.4	7,500.00
Snow, contractual expense	A5142.4	1,300.00

**Transfer from:**

Street Maintenance, contractual exp	A5110.4	<u>8,900.00</u>
-------------------------------------	---------	-----------------

A copy of the Budget Transfers prepared by Treasurer is attached and made a part of these minutes. CARRIED

Upon motion made by Daniel Munson, seconded by Robert Washer, authorization is given for the Village of Glen Park to purchase the flowers for the Village of Glen Park's displays in the village. CARRIED

Trustee Joan Postorino agreed to obtain flowers for all of the flower displays in the village sign areas. Trustee Daniel Munson will plant the flowers at the sign at the the eastern entrance to the Village of Glen Park near the intersection of Main Street and White Road, Glen Park and Trustee Joan Postorino agreed to plant in the remaining areas.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the

**Minutes of Regular Meeting  
of September 14, 2020**

following abstracts, along with check detail, for each abstract approved by auditors (Trustee Daniel Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene'e Kolb and signed and dated the date of their individual signatures on the abstracts and presented then to Village Clerk Constance G. Hoard and Treasurer Rene'e Kolb for their files:

Abstract General 11B	61772.13	
Abstract Sewer 11B	828.18	
Abstract Water 11B	66.46	
Abstract General 12A	15409.84	
Abstract Sewer 12A	1131.79	
Abstract Water 12A	169.71	CARRIED

There being no further business before the meeting, the reading of the minutes for information was dispensed with and the meeting was adjourned at 6:35 p.m. upon motion made by Shane Wisner, seconded by Joan Postorino. CARRIED

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of Regular Meeting of the Board of Trustees of the Village of Glen Park held on April 6, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6:01 p.m.

ROLL CALL: ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER, AND ROBERT WASHER (per speaker phone), DPW SUPERVISOR RALPH SKINNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD.

Following the Budget Hearing which had been opened at 5:30 p.m. and closed at 6 p.m. Mayor Stephen Macaulay presented the Budget for consideration. Upon motion made by Robert Washer, via speaker phone, seconded by Joan Postorino, the budget is hereby adopted with the following tax rates:

Town of Brownville	\$5.1284723	
Town of Pamelaia	8.9973199	CARRIED

Police Officer Larry Jobson left Monthly Report for March 2020 for review by the Board of Trustees and filing with Village Clerk Constance G. Hoard.

Mayor Stephen Macaulay presented for filing with the Village of Glen Park letter and sample schedule from Michael J. Tracy, P.E. NYS Department of Health dated March 27, 2020 showing results of monthly samples on Coliform at Distribution System and Disinfection Byproducts/Stage 2 last collected August 15, 2019 and the next two samples on Disinfection Byproducts/Stage 2 must be collected between August 1 and August 31 within a sample a year by August 31, 2020. A copy of the letter and schedule is attached and made a part of these minutes.

Mayor Stephen Macaulay presented for review Refuse Agreement between Joranco LLC Pick N Go Property Waste Services and the Village of Glen Park for one year from June 1, 2020 through May 31, 2021 for a monthly cost of \$2366.40 which was a two percent increase for 195 units. Upon motion made by Daniel Munson, seconded by Joan Postorino, Mayor Stephen Macaulay is authorized to execute the refuse agreement on this date. A copy of the agreement is attached

**Minutes of Regular Meeting  
of September 14, 2020**

and made a part of these minutes and the original will be filed in the contract file in the Village Clerk's Office, 116 East Main Street, Brownville, NY. CARRIED.

DPW Supervisor Ralph Skinner reported that he planned to do paving on Church Street, first block of Warren Street to Blairs and the sidewalk near former Gene's Inn, (Harold Rounds) which was included in the budget.

Treasurer Rene'e Kolb presented Treasurer's Report for March, 2020 for review by the Board of Trustees. Upon motion made by Joan Postorino, seconded by Shane Wisner, the Treasurer's Report was accepted as presented. CARRIED.

Treasurer Rene'e Kolb informed the Board of Trustees that seminar sponsored by Tug Hill Commision at Jefferson Community College on March 26, 2020 had been cancelled due to the Corona Virus.

Treasurer Rene'e Kolb presented budget transfers for review. Upon motion made by Joan Postorino, seconded by Daniel Munson, Treasurer Rene'e Kolb is authorized to make the following budget transfers on April 6, 2020 for fiscal year 2019-2020. Such budget transfers, a copy of which is attached, are made a part of these minutes, include:

**General Fund:**

Transfer to debt service account	A9501.9	\$100.00	
From Treasurer contractual expense.	A1325.4		<u>100.00</u>

**Sewer Fund:**

Transfer to, Sewer Administration, personal service	G8110.1A	\$500.00	
Administration, personal service	G8130.1A	400.00	
Treatment & Delivery, personal service	G8130.1B	200.00	
From Treatment Delivery & Delivery, contractual exp.	G8130.4		<u>1100.00</u>

**Water Fund:**

Transfer to Water Administration, personal service	FX8310.1A	\$375.00	
From Transmission & Distribution, contractual expense	FX8340.4		<u>375.00</u>

CARRIED.

Treasurer Rene'e Kolb presented for review New York State Retirement System Resolution RS 2418 showing 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 was presented to Village Clerk Constance G. Hoard for signature and attachment of the Village Seal thereto and for annual review. Resolution RS 2417A which was enacted February 4, 2013, will be reviewed at the

**Minutes of Regular Meeting  
of September 14, 2020**

organizational meeting following the Village Election. Upon motion made by Joan Postorino, seconded by Shane Wisner, Village Clerk Constance G. Hoard was authorized to sign and attach the Village of Glen Park seal to the State and Local Retirement System **Standard Work Day Resolution for Employees RS 2418 showing 5 members of the full board were present, which due to Corona Virus, Trustee Robert Washer was present via speaker phone.** A copy of the resolution will be attached and made a part of these minutes. CARRIED.

Treasurer Rene'e Kolb presented Application for Zoning Permit for Joseph Gerstenschlager for construction of 12' by 19' concrete base storage building at 690 Main Street, Glen Park for consideration by the Board of Trustees. Upon motion made by Shane Wisner, seconded by Joan Postorino, the Zoning Permit is granted. CARRIED.

Treasurer Rene'e Kolb reported that she had received the Town of Pamela fire contract funds in the amount of \$48,805.00. 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 Pamela fire contract funds. CARRIED.

Upon motion made by Joan Postorino, seconded by Shane Wisner, Treasurer Rene'e Kolb is authorized to pay by Mayor Stephen Macaulay on Pick N Go contract on March 20, 2020 (shown on Abstract General 10B). CARRIED.

Treasurer Rene'e Kolb presented NYS State Comptroller Fiscal Stress Monitoring System and Environmental Stress reports dated as of February 28, 2020 for the years 2017, 2018 and 2019 for information.

Following a Local State of Emergency was declared by Village of Glen Park, by NYCOM, on April 6, 2020 due to the Corona Virus, upon motion made by Shane Wisner, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to not issue any penalties for quarterly water/sewer payments due by March 31, 2020. CARRIED

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the following abstracts, along with check detail, for each abstract approved by auditors (Trustee Daniel Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene'e Kolb and signed and dated the date of their individual signatures on the abstracts and presented then to Village Clerk Constance G. Hoard and Treasurer Rene'e Kolb for their files:

Abstract General 10B	21932.90	
Abstract Sewer 10B	600.57	
Abstract Water 10B	734.97	
Abstract General 11A	14804.97	
Abstract Sewer 11A	21255.89	
Abstract Water 11A	12816.50	CARRIED

**Minutes of Regular Meeting  
of September 14, 2020**

Due to the Corona Virus, no organizational meeting was held. There being no further business before the meeting, upon motion was made to close the meeting at 6.29 p.m. by motion made by Joan Postorino, seconded by Daniel Munson. CARRIED.

Respectfully submitted, CONSTANCE G. HOARD, Village Clerk

Minutes of Budget Hearing of the Board of Trustees of the Village of Glen Park held on April 6, 2020. The budget hearing was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 5:30 p.m.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, and SHANE WISNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD.

Due to the Corona Virus, all members at that time, were socially distanced around the Village Office Meeting Room table. Small bottles of sanitizer, a gift from Laborer Scott O'Riley, had been placed in front of each person at the table.

When DPW SUPERVISOR RALPH SKINNER arrived, he was seated in a chair to the front of the Village Office Meeting Room table, also with a sanitizer.

Pursuant to an e-mail sent by Trustee Robert Washer to Mayor Stephen Macaulay on March 27, 2020, stating, "...I don't know about anybody else on the board but I've sequestered myself home in limited only to going out in my yard since a week ago Sunday. I'm not too keen on to going anywhere where are the general public has access..." A copy of the e-mail is attached and made a part of these minutes.

Mayor Stephen Macaulay placed a telephone call to Trustee Robert Washer and at that time, Trustee Robert Washer entered the hearing per speaker phone, and asked questions concerning the budget and other matters.

No residents or taxpayers appeared during the period of the budget hearing .

Upon motion made by Robert Washer, per speaker phone, seconded by Shane Wisner, the Public Hearing on the Budget was closed at 6 p.m. and there being no further business to conduct at this budget hearing, the public hearing was adjourned at 6 p.m. CARRIED.

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**

Minutes of regular meeting of the Board of Trustees of the Village of Glen Park held on March 2, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 p.m.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER and ROBERT WASHER, DPW SUPERVISOR RALPH SKINNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD.

Upon motion made by Daniel Munson, seconded by Joan Postorino, the minutes were accepted as presented by Village Clerk Constance G. Hoard. CARRIED.

Mayor Stephen Macaulay reported that Police Officer Larry Jobson was not personally available for this meeting but he could be reached by e-mail to answer any questions. Police Officer Larry Jobson left monthly reports for January and February, 2020 for review by the Board of Trustees and filing by Village Clerk Constance G. Hoard.

Glen Park Fire Department Fire Chief Ralph Skinner reported that at the present time, Zumba uses the Glen Park Fire Building facilities two to three times a month.

Mayor Stephen Macaulay presented to the Board of Trustees and DPW Supervisor Ralph Skinner, for discussion, a letter with an attached Property Schedule from Karen Buckley, NYMIR Vice President of Marketing for New York Municipal Insurance Reciprocal dated February 19, 2020, a copy of which is attached and made a part of these minutes:

**“...NYMIR is finalizing the appraisal process to assess your municipality’s buildings with valuations exceeding \$50,000. In addition all structures affiliated with Waste Water Treatments Plants and Water Filtration operations will be assessed.. The primary purpose of this visit is to assist subscribers with establishing appropriate property values for insurance purposes. NYMIR has partnered with CBIZ Valuation Group, LLC who has been providing property insurance valuation services for over 30 years. The process is performed on a cyclical basis and your entity has been selected for**

**Minutes of Regular Meeting  
of September 14, 2020**

**inclusion this year. You will be contacted within the next few weeks to schedule a site visit by a CBIZ staff member.**

**Prior to the visit, the following will be needed to better facilitate the visit:**

**Primary liason to provide access to your facilities.**

**Access to recent (past 5 years) construction cost information (if readily available)**

**Review of your municipality's up-to-date statement of values (attached to this letter.)**

**Once the appraisal is completed and reviewed, NMIR's underwriting department will update building values on your policy accordingly. These valuations may affect your property premiums."**

Board of Trustees had a discussion concerning the estimate of the tentative budget for the fiscal year 2020-2021. Upon motion made by Daniel Munson, seconded by Shane Wisner, a legal notice will be placed in the Watertown Daily Times scheduling a public hearing of the budget at 5:30 p.m. to 6 p.m. April 6, 2020, following the public inspection of the proposed budget at the Village Clerk's Office, 116 East Main Street, Brownville, NY.until 5 p.m. on April 6, 2020. CARRIED

DPW Supervisor Ralph Skinner reported on work done at the Vacuum Station, 801 Main Street, Glen Park. They replaced pump with a rebuilt one, and purchased a filter kit with a cost of \$869.00 which kit should be changed each year. DPW Supervisor Ralph Skinner will get more information on this matter.

Treasurer Rene'e Kolb stated that she did not have the (DANC) Development Authority of North Country's rate yet.

DPW Supervisor Ralph Skinner reported the overhead door for the dump truck will be fixed the next day.

DPW Supervisor Ralph Skinner requested one 40 hour overtime check. Upon motion made by Robert Washer, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to issue one-40 hour overtime check to DPW Supervisor Ralph Skinner. CARRIED.

Following a discussion of the present condition of property at 306 Main Street, Glen Park, now owned by Mr. And Mrs. Daniel Buckley, who reside at 712 Main Street, Glen Park, a letter inquiring about their intentions will be sent to present owners stating the concern the members of the Board of Trustees have that the property is becoming a health and safety issue and requesting a reply from the

**Minutes of Regular Meeting  
of September 14, 2020**

owners to the Board of Trustees concerning this matter. A copy of the letter is attached and made a part of these minutes.

Treasurer Rene'e Kolb presented **Utilities Warrant** for period from **November 15, 2019 to February 12, 2020** for Board of Trustees' approval and Village Clerk Constance G. Hoard's filing with the minutes. Upon motion made by Shane Wisner, seconded by Joan Postorino, Mayor Stephen Macaulay is authorized to execute **Utilities Charges Warrant** prepared by Treasurer Rene'e Kolb, with invoice date of March 1, 2020, the last column thereof opposite their respective names, in the same manner as prescribed for the collection of property taxes, in the amounts of:

**\$ 6,194.01- Water**  
**18,579.02- Sewer**  
**6,052.00- DANC**  
**147.49- Miscellaneous**

**\$30,972.52 Total Warrant    CARRIED**

Treasurer Rene'e Kolb presented Treasurer's Report for February, 2020 for review by the Board of Trustees. Upon motion made by Joan Postorino, seconded by Robert Washer, the Treasurer's Report was accepted as presented. CARRIED.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the following abstracts, along with check detail, for each abstract approved by auditors (Trustee Danniell Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene'e Kolb and signed and dated the date of their individual signatures on the abstracts and presented then to Village Clerk Constance G. Hoard and Treasurer Rene'e Kolb for their files:

Abstract General 9B	13392.67	
Abstract Sewer 9B	2175.08	
Abstract Water 9B	9003.50	
Abstract General 10A	10603.43	
Abstract Sewer 10A	1209.74	
Abstract Water10A	159.44	CARRIED

There being no further business before the meeting, upon motion made by Robert Washer, seconded by Shane Wisner, the meeting was adjourned.

Respectfully submitted,

**Minutes of Regular Meeting  
of September 14, 2020**

CONSTANCE G. HOARD  
Village Clerk

Minutes of regular meeting of the Board of Trustees of the Village of Glen Park held on February 3, 2020. The meeting was held at the Muncipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 p.m.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER and ROBERT WASHER, DPW SUPERVISOR RALPH SKINNER, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD.

Upon motion made by Daniel Munson, seconded by Joan Postorino, the minutes were accepted as presented by Village Clerk Consance G. Hoard. CARRIED.

Mayor Stephen Macaulay reported that the Town of Brownville had informed the Village of Glen Park's refuse tonnage had increased.

DPW Supervisor Ralph Skinner requested two overtime checks. Upon motion made by Shane Wisner, seconded by Robert Washer, Treasurer Rene'e Kolb is authorized to issue two-40 hour overtime checks to DPW Supervisor Ralph Skinner. CARRIED.

A discussion was held concerning information for The Glen Park Newsletter with regard to changing deadline date from June 1<sup>st</sup> to April 1<sup>st</sup> for receipt of resumes only for the position of summer labor help. The date was suggested and agreed to by the Board of Trustees. Treasurer Rene'e Kolb and DPW Supervisor Ralph Skinner will contact the General Brown School and other venues and forward information to them for their possible announcement to obtain additional resumes. A copy of the The Glen Park Newsletter, which will be mailed at the end of February. 2020, is attached showing the information and made a part of these minutes.

Discussion on various topics was held concerning the 2020-2021 year budget. Village Clerk Constance G. Hoard informed the Board of Trustees that she has filled one Minute Book (January 2019 to December 2019) and was into the second Minute Book purchased in the present 2019-2020 budget year. She requested allocations for two more Minute Books for the next budget. There will be no additional expenditure for the Registration Poll Book.

**Minutes of Regular Meeting  
of September 14, 2020**

Glen Park Fire Department Chief Ralph Skinner reported on the death and “Celebration of Life” being held at the Glen Park Fire Building, 630 Main Street, Glen Park, NY for Michele Thomas Brown, daughter of former Police Chief and Jefferson County District 2 Legislator Robert Thomas and Mother of Summer Laborer Dylan Davis. It is tentatively scheduled for Friday or Saturday.

Treasurer Rene’e Kolb presented Treasurer’s Report for January, 2020 for review by the Board of Trustees. Upon motion made by Joan Postorino, seconded by Robert Washer, the Treasurer’s Report was accepted as presented. CARRIED.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene’e Kolb is authorized to pay all verified bills as authorized, evidenced by the following abstracts, along with check detail, for each abstract approved by auditors (Trustee Danniell Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene’e Kolb and signed and dated the date of their individual signatures on the abstracts and presented then to Village Clerk Constance G. Hoard and Treasurer Rene’e Kolb for their files:

Abstract General 7B	20419.83	
Abstract Sewer 7B	757.44	
Abstract Water 7B	340.71	
Abstract General 8A	22815.92	
Abstract Sewer 8A	12479.52	
Abstract Water 8A	11498.91	CARRIED

Upon motion made by Joan Postorino, seconded by Shane Wisner, Dawn Trombley and Linda Jewett are appointed Election Inspectors for the Village Election to be held Wednesday, March 18, 2020 at the Glen Park Fire Department Building, 630 Main Street, Glen Park from noon to nine p.m. CARRIED

Village Clerk Constance G. Hoard reported to the Board of Trustees as to the location of the container to place any completed individual petitions which can be first received by the Village Clerk Constance G. Hoard on February 4, 2020, the first day up to the deadline date of February 14, 2020 for the last day to file certificate of acceptance or declination of an independent nomination for an office to be filled at the village election. Additional blank petitions were instructed to be placed on the Village Office Counter for any interested parties along additional registration forms received from the Jefferson County Board of Elections.

There being no further business before the meeting, upon motion made by Daniel Munson, seconded by Robert Washer, the meeting was adjourned at 6:23 p.m. CARRIED.

Respectfully submitted,

**Minutes of Regular Meeting  
of September 14, 2020**

CONSTANCE G. HOARD  
Village Clerk

Minutes of regular meeting of the Board of Trustees of the Village of Glen Park held on January 6, 2020. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6 p.m.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEES DANIEL MUNSON, JOAN POSTORINO, SHANE WISNER and ROBERT WASHER, DPW SUPERVISOR RALPH SKINNER, POLICE OFFICER LARRY JOBSON, TREASURER RENE'E KOLB and VILLAGE CLERK CONSTANCE G. HOARD.

Upon motion made by Daniel Munson, seconded by Joan Postorino, the minutes were accepted as presented by Village Clerk Consance G. Hoard. CARRIED.

Police Officer Larry Jobson presented, for filing with Village Clerk Constance G. Hoard, monthly report for October, 2019 for filing. The an abbreviated monthly report for November, 2019 and December, 2019 was presented for filing and will be completed in full by the end of January, 2020. Police Officer Larry Jobson stated that he would be out of town January 16 to 26, 2020.

Mayor Stephen Macaulay presented ambulance contract for review between Township of Brownville, Villages of Brownville, Glen Park and Dexter, hereafter to be referred to as the Township of Brownville and Guilfoyle Ambulance Service commencing January 1, 2020 and ending December 31, 2020. The amount of the contract, based on 2010 year census population of 502 for the Village of Glen Park, is \$2,400.00. Upon motion made by Joan Postorino, seconded by Robert Washer, Mayor Stephen Macaulay is authorized to sign said contract as of December 11, 2019. CARRIED.

DPW Supervisor Ralph Skinner had no report. DPW Supervisor Ralph Skinner did state The Village of Glen Park did receive the 60" Snow V blade, 7 Pin, Part No. 7104861 per Product Quotation plow authorized from Bobcat of Watertown on November 4, 2019.

**Minutes of Regular Meeting  
of September 14, 2020**

Treasurer Rene'e Kolb presented Treasurer's Report for December, 2019 for review. Upon motion made by Joan Postorino, seconded by Robert Washer, the Treasurer's Report was accepted as presented. CARRIED.

Treasurer Rene'e Kolb presented for review Survey, Report and Recommendations, page 1-3 report from New York Municipal Insurance Reciprocal, 12 Metro Park Suite 104, Colonie, NY 12205-1139, Attn. Michelle Leroux, Risk Control Specialist.

Following discussion on the items placed in the Survey, Village Clerk Constance G Hoard presented Citizen Action Report File indicating the Village of Glen Park had been maintaining a file since 1997. Village Clerk Constance G. Hoard brought the Citizen Action Report File to the meeting for review by the Board of Trustees. The file had been in her office and unfortunately, Village Clerk Constance G. Hoard had not been contacted at the time the Survey, Report and Recommendations before it was sent to the Village of Glen Park.

A copy of the original Survey, Report and Recommendations, page 1-3 from New York Municipal Insurance Reciprocal, 12 Metro Park Suite 104, Colonie, NY 12205-1139, Attn. Michelle Leroux, Risk Control Specialist, along with copy of letter sent to from New York Municipal Insurance Reciprocal, 12 Metro Park Suite 104, Colonie, NY 12205-1139, Attn. Michelle Leroux, Risk Control Specialist, showing copy of the letter sent to: Eastern Shore Associates, 101 Cayuga Street P.O. Box 480, Fulton, New York 13069, Copies of both letters and attachments are attached and made a part of these minutes.

Mayor Stephen Macaulay shared a letter from Williamson Law Book Company concerning NYS Municipal Software Programs. No decision was made by the Board of Trustees at that time. A copy of the literature is attached and made a part of these minutes.

Treasurer Rene'e Kolb asked permission to attend seminar sponsored by Tug Hill Commission at Jefferson Community College on March 26, 2020. She presented information concerning the sessions she would ask permission to attend: Employee Handbook Basics, Reserve Fund & Long Term Planning, EMS Crisis and Its Impact on Municipal Budgets and E-Mail Essentials.. Upon motion made by Shane Wisner, seconded by Robert Washer, permission was granted for her to attend the seminar sessions. CARRIED.

Village Clerk Constance G. Hoard received information from Treasurer Rene'e Kolb concerning seminars during the meeting. She stated that she didn't see any new items for Village Clerks in the information sheet at that time.

**Minutes of Regular Meeting  
of September 14, 2020**

Upon motion made Shane Wisner, seconded by Joan Postorino, there will be no village registration day, pursuant to Election Law Section 15-118 (3), the resolution was originally adopted on January 3, 2000. CARRIED

Upon motion made by Shane Wisner, seconded by Robert Washer, Village Elections shall take place on Wednesday, March 18, 2020 at the Glen Park Fire Building, 630 Main Street, Glen Park, New York from Noon to 9 p.m. CARRIED

Village Clerk Constance G. Hoard disbursed blank petitions to Mayor Stephen Macaulay, and Trustees Daniel Munson and Joan Postorino, present office holders, along with amount of registered voters eligible to sign any petitions as indicated on Summary Voter Master List dated 03/12/2019 from Jefferson County Board of Elections and dates of filing the petitions with Village Clerk's Office, 116 East Main Street, Brownville, NY. Deputy Clerk Rene'e Kolb was given two additional blank petitions for use by anyone requesting petition which were to be placed on the Village Office counter.

Upon motion made by Daniel Munson, seconded by Joan Postorino, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the following abstracts, along with check detail, for each abstract approved by auditors (Trustee Danniell Munson and Mayor Stephen Macaulay) at the meeting, and which will be then reviewed by Glen Park Board Board of Trustees when presented by Treasurer Rene'e Kolb and signed and dated the date of their individual signatures on the abstracts and presented then to Village Clerk Constance G. Hoard and Treasurer Rene'e Kolb for their files:

Abstract General 7B	20419.83	
Abstract Sewer 7B	757.44	
Abstract Water 7B	340.71	
Abstract General 8A	22815.92	
Abstract Sewer 8A	12479.52	
Abstract Water 8A	11498.91	CARRIED

There being no further business before the meeting, upon motion made by Daniel Munson, seconded by Robert Washer, the meeting was adjourned at 6:21 p.m. CARRIED.

Respectfully submitted,

CONSTANCE G. HOARD  
Village Clerk

**Minutes of Regular Meeting  
of September 14, 2020**