

7-10-24

Regular monthly meeting of the Kinderhook Village Board of Trustees
Minutes

Present: Mayor Dorene Weir Clerk/Treasurer Nicole Heeder	Trustees: James Mark Browne Susan Patterson Quinn Murphy T. Kevin Monahan
Attendees: Renee Shur, Matt Cohn, Dale Leiser, Trevor Bean, Laurel Nicholson Browne, Jerry Callahan, Astrid Montagano, Bill Mancini, Tina Lang, Emelia Teasdale	

Mayor Weir opened the public hearing at 7:00 p.m. All stood for the pledge of allegiance.

1. Clerk/Treasurer (Nicole Heeder)

- Minutes of the June 12, 2024 monthly Village Board meeting, Special meetings of June 17th and June 25th. Trustee Monahan motioned to approve June 12th, June 17th and June 25th meeting minutes, Trustee Patterson seconded, all voted "Aye."
- Budget Amendments - Trustee Browne motioned to approve budget amendments for this year, Trustee Murphy seconded, all voted "Aye."
- Abstract expenses provided and a motion was made to approve the amount stated for various funds. Total abstract \$272,301.36; General Fund \$50,717.25, Water Fund \$3,306.11 and Albany Ave. water upgrade project \$218,278. Trustee Browne motioned to approve, Trustee Patterson seconded, all voted "Aye."
- Treasurer's Report - three reports were offered dated May 31st, 2024 year end, June 1st, 2024, and as of July 10, 2024. Trustee Browne motioned to approve the 6/26/2024 revenue and expense report, Trustee Murphy seconded, all voted "Aye."
- Clerk/Treasurer reported working on taxes, year end work, training the new front desk person Megan, and preparing for the departure of the deputy clerk.

2. Code Enforcement Officer (Trevor Bean)

The Code Enforcement officer delivered a report highlighting 14 permits representing \$1,906,435 in improvements, 2 property transfers and various issues.

3. Fire Department (Matt Cohn)

The fire department report highlighted activities including the monthly meeting was postponed to this upcoming Friday, the new truck is in Altamont, tomorrow it will be upfitted and then returns to Kinderhook.

4. Water & Sewer Commissioner (Dale Leiser)

The Commissioner reported on outstanding balances. Last month's water account past due balance was \$13,714.68 of which \$3,081.14 has been collected leaving a balance of \$10,633.54. Sewer outstanding balance is \$24,793.91. Commissioner will send another past due notice for water and can add a shut off notice if needed. Discussed the water tank inspection scheduled for July 31st and which will be a wet inspection with a robot sent down into the tank to inspect anoids and seals, and rechecking every 4 years. A dry inspection may follow next year where the tank is emptied, cleaned, sealed, silt removed and anoids changed if need be at a cost of approximately \$400-600 each. Reported working with Albany Ave. resident who is requesting a USDA grant for a new service line and meter costing approximately \$6,000. Discussed creating a policy to split bills into two installments with half due now and half in September to pay for a new service line and meter, checked with NYCOM on legality, and recommended the new policy be in place by September when bills are sent. Browne

commented on the new connections of 45 homes along Albany Ave., and allowing residents to offset bills by paying in two installments which would be reviewed on a case by case basis, with board approval. Also discussed the currently expected unfunded state mandate to remediate lead service lines.

5. DPW (David Booth - absent)

The Mayor, on behalf of the DPW Commissioner, reported normal activities including: prep for village events in the square; replaced sidewalk panel on Broad St.; bulletin boards installed at playground, and also at pavilion end of park; benches installed at kayak access; new slide installed at playground; fortification of bank erosion along trail @ Mills Park; punch list items @ firehouse; mowing, trimming and trail maintenance; manage water tower and pump house during comms loss (SCADA system); repair to control panel @ water tower and assist with Albany Ave. project.

6. Economic Development Director (Renee Shur)

The Director reported on the status of local businesses. This and That food truck passed inspection and begins coming to village square next Wednesday repeating every Wednesday from 4-8pm along with Ghent band and ice cream truck Rollin' Sundaes. The Director will share flyer with the Mayor for posting.

7. KBPA

Had a successful event, busy weekend, Friday night movie, and marionette performance on Saturday morning.

8. Trustee Monahan

Planning Board - no new information as the meeting was canceled.

Zoning Board - meeting was canceled due to no new information.

Sidewalk Repair - bad sidewalk between Burgoyne Mansion and Reilly Mill was fixed, more repairs forthcoming weather permitting. Will work with Trustee Murphy and the DPW to identify more repairs and mentioned Rob Meehan did a phenomenal job.

9. Trustee Murphy

Fire Department Equipment

The washer/dryer was delivered and installed. A wet down ceremony for the new fire truck to be scheduled. The Kinderhook Fire Department Facebook & Instagram pages are important for public awareness. Trustee Murphy recommended the sale of the Fire truck 3513 to Greenport Fire Department for \$122,500, which was previously offered to Rensselaerville Fire Department who declined. Trustee Monahan motioned to sell the fire truck for \$122,500, Trustee Murphy seconded, all voted "Aye."

Climate Smart

DPW lighting - signed and all documents submitted, awaiting LED street lights to be delivered to the contractor and will schedule install. Regarding LED street light project, National Grid has one standard LED street light and the village can choose the wattage but not the color or temperature of the lights. These can be viewed at the Town of East Greenbush as they recently upgraded their lights.

The Climate Smart Task Force and Trustee Murphy recommended using grant funds of approximately \$1,200 from their \$4,000 budget for a picnic table for public use at the Hudson Street Landing by the creek. Mayor Weir inquired if the grant money could be used for this purpose. Bill Mancini stated no per NYSERDA as this would not fit in their criteria but the village Climate Smart funds could be used. Trustee Murphy motioned to use \$1,200 CSTF budget for the picnic table, Trustee Browne seconded, all voted "Aye." Trustee Monahan

inquired about installing a garbage can at the creek. Mayor mentioned prior discussions of this being a carry in/carry out park. Director Shur elaborated that the picnic table should match the ones at Mills Park and carry in/carry out signage is already installed. Trustee Patterson commented on the need to anchor the picnic table. Further discussion with DPW will be necessary to get options.

Speed feedback signs Trustee reported that all paperwork was submitted. Awaiting a response from DOT. The two new ones will go on Route 9.

10. Trustee Patterson

Historic Preservation Commission update - met last month, finalized contract for National Register of Historic Places, the contractor was selected and notified with work scheduled to begin next week, and scheduled to end by October. The Commission will meet again next Thursday, July 18th.

11. Trustee Browne

Albany Avenue Pedestrian and Bicycle Improvement Project -

- HVEA produced a findings documentation package specific to this June 12th DOT request on June 27th and after a few minor clarifications requested by DOT it was forwarded to New York Parks Recreation and Historic Preservation that same day. The Mayor and Trustee Browne reviewed a draft of this document prior to its submission. Although the document is 306 pages and repeats much of what was previously sent to DOT within the Preliminary Design - two (2) sentences indicate DOT's official position – referred to as a Basis for Recommended Project Finding, as found on page 3. “The project will not result in any adverse changes in character or setting of buildings listed on the National Register of Historic Places or over 50 years old, would not introduce visual, atmospheric, or audible elements that would diminish the integrity of the properties or buildings, and none of the NRHP buildings would have its architecture affected by the project.” “The NYSDOT finds this undertaking will result in No Adverse Effect on the Kinderhook Village District (NR #90NR00258) and the adjacent historic properties listed in the Summary of Anticipated Effects of Alternatives table.”

- As stated at our Village Board Meeting conducted June 12, 2024, DOT cannot approve our preliminary design until such time as the NYS Parks, Recreation and Historic Preservation completes their analysis of the design. It has been five (5) months since our preliminary design submission with no determination rendered and I anticipate another one (1) month wait at best.

- As reported in June 2024 - At this point, whether an adverse or acceptable ruling is made is irrelevant given the time we need to complete our final design and contract for construction. Bottom line is that the SHPO process has effectively scuttled our ability to restore Albany Avenue this year. Re-construction is likely to be delayed to 2025/26 with no road, sidewalk, flooding improvements or envisioned business district improvements conducted until then. Per Mayor we sent a letter to Dan MacKay, Deputy Commissioner at NYS Parks, Recreation and Historic Preservation requesting they expedite review of the finding document regarding the Albany Avenue project.

- DOT has stated that a New York State, Historic Preservation Office (SHPO) determination is forthcoming. No Further updates are available at this time. Expect to hear something by the August board meeting.

Albany Avenue Water main Upgrade Project -

Water main project construction is 74% complete overall, approved tonight the construction invoice in the amount of \$211,629.60 raising the work completed net value to \$478,710.70 with a retainage of 5% set aside as per the contract. Down to a punch list of final things. The contract was extended to July 19th to allow the contractor to finish up.

Finance - borrowing to pay for water main portion and also asking for grants or low interest loan. Albany Avenue Water main \$1,080,000 Construction and Engineering Oversight (not as yet invoiced) and also financed the Fire Truck \$477,838 remaining payment closing Thursday June 13th, 2024 to the Bank of Greene County.

Insurance - Evaluating insurance costs with Trustees Monahan and Patterson as costs are now approximately \$60,000. Costs are impacted by the new fire truck, and a prior risk audit that indicated concerns with pump station insurance which would require \$500,000 to replace. Looked at reducing costs, spoke to two other insurance vendors and concluded that the village should work with the current insurance vendor who will attend a special meeting on August 14th to present a proposal. Discussed with Jerry Callahan who recommended a set aside in the budget for raised deductibles which may help offset replacements costs.

12. Mayor Weir

Recreation Commission

Reviewed the success of the Kinderhook Pride event, mentioned the new slide installed by the DPW, and announced Firetruck Day at Rothermel Park is Saturday, July 20th from 11am - 1pm. The Rec Commission's responsibilities for the summer program were discussed and made more clearly defined with a copy to be attached to Recreation Commission guidelines approved earlier this year. There is a vacancy for an alternate member and the position will be posted on social media and through email blast. Trustee Monahan recommended that the village follow the school's guidelines for lock-in and that children in the Recreation Summer Program go home in event of a shelter in place or lock-in order. Trustee Patterson inquired about the process for notifications. Trustee Monahan to discuss with Tom Call, and work on communication methods. Trustee Browne recommended pursuing a policy for the Summer Recreation program to react to lock-ins that happen at school and would like to see the school's guidelines. Trustee Monahan motioned to follow the school's guidelines in event of lock-in, Trustee Murphy seconded, all voted "Aye."

LOSAP Financial Advisor - at Monday's meeting the village voted 4:1 to award this to Glens Falls National Bank & Trust Co. The one dissenting vote was for RBC Wealth Management.

Former county truck for sale - discussions now on pause until August meeting.

13. Applications

- St. John The Baptist church is requesting a sign in the Village Square from June 1st to August 2nd
- Emily Heins is requesting to hold yoga classes in Van Buren Hall on Tuesdays from 6:30pm-8:30pm
- Rebecca Trainor is requesting the Playground Pavilion on August 10th from 2pm-5pm for a birthday party

Trustee Murphy motioned to approve all applications, Trustee Patterson seconded, all voted "Aye."

14. Taxpayer Time

Residents posed comments and questions regarding the new village website, communications regarding Albany Ave. water main updates, receiving the current meeting agenda and Albany Ave. sidewalk restoration timeline.

Climate Smart Task Force Chair Bill Mancini stated they are currently reviewing the Clean Energy Communities (CEC) energy study of the Village Hall conducted by L&S Energy on behalf of NYSERDA. This study was free based on the Village's status in the NYSERDA CEC

program. Mentioned the CSTF asked the Board to review the report and implement as many of the recommended upgrades as possible to improve energy efficiency and reduce greenhouse gasses, especially the recommendations found on pages 4-5. The Village has received an additional \$15,000 in grant funding from NYSERDA for clean and efficient energy projects. An additional \$50,000 is available upon completion of such projects. On Friday, the Mayor and Bill Mancini will attend, along with Trustee Murphy, a Zoom meeting with NYSERDA to discuss options, eg. solar, LED street lights conversion, and if we can change the application to meet criteria.

At 7:57 p.m. Trustee Monahan motioned to adjourn the regular meeting and enter executive session to discuss personnel and finance, seconded by Trustee Patterson, all voted "Aye."

Minutes respectfully submitted by Sue Pulver.

Executive Session

Mayor Weir motioned to advertise for a Deputy Clerk position, 32 hr a week with a salary range \$17-\$23.00; and to advertise for an Account Clerk, 32 hr a week with a salary range \$17-\$26.00; seconded by trustee Monahan. All voted "aye."

A motion made by trustee Browne to keep Deputy Clerk Kristy Silvia on for up to 5 hours a week through 2024; seconded by trustee Monahan. All voted "aye."

Motion to adjourn special meeting and executive session at 8:28 PM made by trustee Murphy, second trustee Monahan. All voted "aye."

Respectfully submitted,

Respectfully submitted,

Nicole H. Heeder

Village clerk