

Minutes of Thursday, April 4, 2024
Budget Workshop meeting of the Board of Trustees

Present: Mayor Dorene Weir

Trustees: James Mark Browne
Susan Patterson
Quinn Murphy
Kevin Monahan (Absent)

Also Attending: Dan Valentine, Tighe & Bond, Rich Phillips, Chuck Rothermel, Matt Cohn, Renee Shur

Albany Ave Watermain Project

Dan Valentine from Tighe & Bond reported the bids were opened on March 14th @ 1:00pm for the Watermain Project on Albany Ave. Six bids were received. Birdsall Excavation Company, out of Clarksville, New York was low bidder at \$678,000 on the Base Bid and \$133,095.00 on the Alternate No. 1.

He noted they are definitely a company that is building their municipal work that they have met the bid requirements that they have two municipal HCTE, which is a plastic pipe water main installations in the past five years.

Tighe & Bond has recommended awarding to the low bidder for this project after their review of their reference check and calling references. It is up to the Village Board to determine to pick up the bid Alternate or not.

Trustee Browne stated when we started the design of Albany Avenue with water main, we determined that there is a stub that goes out of the older pipe between Albany Avenue and Samascotts, as well as there's other old stubs here and there. So at a minimum we wanted to get a bid on that and then we'd see how the bids came in to make a determination of whether we would proceed with Alternate No.1 or not. Part of the bid alternate was going to be a 10 inch identity polyethylene pipe going up approximately 500 feet up from Albany Avenue to this Samascotts driveway. There's only two houses that are connected off the stub and then Samascotts who have two connections, one to their cider mill, and then a little further down they have one to the farm.

Trustee Browne's recommendation is not to execute the Alternate 1 and just to do the base because the village is borrowing a lot of money, but we at least we know a price of doing that stub, and maybe we can plan for it in the future. One of the reason he thought of having the stub done is due to Samascotts talking about doing hard cider and increasing production there one day.

The village has had conversations with EFC about loaning us money for this project. They're very interested in us going after William Street, so that'll be another borrowing situation in a year or so. Now, just to put things in context, the estimate for doing just the water on Williams is \$810,000 another reason to wait on Sunset and do the move on to Williams after we do Albany Avenue.

Chuck Rothermel noted there is cast iron up Sunset to Will's house by the Orchard and up Albany Avenue all the way up to Kindertree Drive.

Motion made by Trustee Browne to send Birdsall Excavation LLC an award letter; seconded by Trustee Murphy. All voted "aye."

Trustee Browne thanked Dan Valentine. Dan reported the following steps to be done to move forward.

He will send a standard notice of award to the contractor just to let them know that the village will be going with the base bid at the bid price and we're saying within 15 days they need to provide hard copies of partially executed agreement bonds and insurance.

And we're going to have to put forth performance and payment bonds in case something were to go wrong during construction the village has recourse to finish the project essentially.

So once we get the bond and insurance we are also asking for their minority and women business enterprise participation information. They've indicated they're increasing their percentage to meet 20 percent that the funding has a goal of.

And then we move on to sign the contracts and then notice of award.

Within 15 days the village should have everything that we need to move forward with executing the contract.

And then the village will have 10 days to sign the contract and get it back to the contractor.

And following that we're ready to issue a notice to proceed which is basically just starting the clock on their contract.

They technically have until June 30 to get the work done so they're eager to get moving as soon as we can authorize them.

A residence workshop will be scheduled. They've already agreed to participate and give us a narrative on how they're going to conduct the work.

During the conference call he had with them for about an hour and a half they expressed how they were going to do the work. Dan will put it into PowerPoints and easier to consume communication materials and we'll explain it to the public. And they also have to come up with a traffic control plan which we'll explain to the public as well.

Village Budget

Fire Department- A short discussion on the purchase of the new Fire truck, the Fire Departments budget requests and the sale of a Fire truck was had. The purchase of a new fire truck will not increase the village's taxes staying in line with what was proposed to the residents. If the village needs to reduce the Fire departments budget requests for building repairs could wait until the sale of the Fire Truck if needed.

The village board would like to be within the State Comptrollers tax cap. A final review of where the village can reduce expenditures and review revenues to be in the tax cap compliance. The following changes were made:

General Fund

Decrease

A.1325.2 \$2,500

A.1460.2 \$2,500

A.1990.4 \$5,000
A.3310.4 \$5,000
A.3410.44 \$6,000
A.8560.1 \$1,000
A.8560.4 \$2,500

Motion made by Trustee Browne to adjourn the budget meeting and enter into Executive Session on personnel at 6:11 pm; seconded by Trustee Patterson. All voted “aye.”

Motion made by Trustee Browne to approve the following salaries; seconded by Trustee Murphy. All voted “aye”

Clerk-Treas.	\$61,800/yr.
Deputy Clerk	\$23.69/hr.
Sup't. of Public Works	\$28.84/hr.
Ass't. Sup't.	\$26.78/hr.
Secy. Planning & Zoning	\$18.03/hr
Secy. Historic Commission	\$18.03/hr
Secy. Rec. Comm.	\$18.03/hr
Records Management	\$18.03/hr
Personell	\$15.00
Recording Secretary	\$18.03/hr
Water Commissioner	\$4,120/yr.
Meter Reader	\$1.55/mtr
CEO/ZEO	\$14,520
Election Inspectors	\$16.22/hr.

The Summer Program Director (\$5,000), Asst. Director (\$18.00/hr) and Camp Counselors (\$16.20/hr.) were previously voted on in preparation of advertising for the summer program.

Motion made by Trustee Browne to approve the following salary; seconded by Mayor Weir. All voted “aye”: Mayor Weir, Trustee Browne, Trustee Patterson. All voted “nay” Trustee Murphy.

Economic Development \$16,995

Motion made by Trustee Browne to have Clerk Heeder edit the (.1 Personnel) based on the approved salary changes using fund balance but not to exceed \$10,000; seconded by Trustee Murphy. All voted “aye”.

Motion made by Trustee Browne to schedule a budget meeting prior to the monthly Village Board meeting on Aril 10, 2024 at 6:30pm; seconded by Trustee Patterson. All voted “aye”.

Motion made by Trustee Browne to adjourn Executive session at 6:41pm; seconded by Trustee Patterson. All voted “aye”.

Respectfully submitted

Nicole H. Heeder
Village Clerk