

**TOWN OF SCHUYLER FALLS**  
**TOWN BOARD**  
**REGULAR MEETING FEBRUARY 27, 2018**

Supervisor Potiker called the Regular Meeting of the Town of Schuyler Falls Town Board to order at 6:00 p.m.

**Present    Absent**

**MEMBER**

George Seymour		X
Barry White	X	
Howard Newton	X	
Martin Perrotte	X	
Richard Potiker	X	
Donna Hamel	X	
John Rock	X	
Michael McCormick	X	

**ATTENDEES** Pete Keenan, Michael Coon, Phil Von Bargen, Curt Gervich, Liou Xie, Harmony

All Board Members were provided with a copy of the Minutes of the Regular Meeting that was held on January 23, 2018 before this meeting.

**Mr. White made a motion to approve and accept the Minutes as presented, Seconded by Mr. Newton.**

**AYES: Mr. Potiker, Mr. White, Mr. Newton, Mr. Perrotte**

**ABSENT: Mr. Seymour**

**COMMUNICATIONS**

- 1 Received a letter from USDA regarding the Woods Mill's water bond rate.
2. Received a notice of an upcoming shared service meeting that will be held in March.
3. E-mail from the US Census Bureau regarding a boundary and Annexation Survey.
4. Received an invitation to the Morrisonville EMS Annual Banquet.

**MONTHLY REPORTS** Town Clerk, Supervisor, Morrisonville Water, Woods Mills Water, Macey Lane Water, Codes Officer, Tax Collector, Deputy Dog Control

**Mr. Newton made a motion to file the reports; Seconded by Mr. White.**

**AYES: Mr. White, Mr. Newton, Mr. Perrotte, Mr. Potiker**

**ABSENT: Mr. Seymour**

**RECEIPTS** Town Clerk/\$586.00, Morrisonville Water/\$1,990.59, Woods Mills Water/\$2,249.13, Macey Lane Water/\$197.66, Tax Collector/\$1,416,171.50, Judge Van Nortwick/\$4,841.00, Judge Barber/\$579.00, Consolidated Fleet Solutions-Truck Rebate/\$1,000.00, Perma-Workers Comp Reimbursement/\$1,706.07, Perma-Workers Comp Reimbursement/\$2,071.65

**Mr. Perrotte made a motion to file the receipts; Seconded by Mr. White.**

**AYES: Mr. White, Mr. Newton, Mr. Perrotte, Mr. Potiker**

**ABSENT: Mr. Seymour**

**DEPARTMENT REPORTS**

**Highway/** Mr. Rock reported that his crew has been busy plowing, sanding, and servicing the trucks.

**Councilman/** Mr. Newton told the Board members that the NYC Conference had very informative meetings this year.

**Water/** Mr. Potiker gathered information on approximately how much water is being used by the Morrisonville Water District residents. He e-mailed this information to Scott Soddard who works for the Town of Plattsburgh's water department. This information collected will be calculated to help establish metered rates when the Morrisonville Water District changes from flat rate to metered rate.

**Supervisor/** Mr. Potiker told the Board members that he attended a breakfast meeting at the Holiday Inn. Assemblyman Billy Jones and Senator Little were in attendance and spoke. He attended a meeting with FEMA finalizing the paperwork for the reimbursement that will be given to the Town on expenses incurred by Snow Storm Stella. He attended the NYC Conference and sat in on informative seminars where a lot of good information was given.

**NEW BUSINESS** Mr. Newton asked Mr. Potiker if anything further had done on time clocks for the Town. Mr. Potiker told him no. Mr. Newton said that he would like to get some estimates for time clocks.

**RESOLUTIONS**

**RESOLUTION #18-31**

**MOTION BY: Mr. Newton**

**WHEREAS, the Town Board would like to explore the possibility of a development of a proposed recreational trail area on the vacant land along the Saranac River at the foot of River Street, and**

**WHEREAS, AES has submitted a proposal for engineering services for a conceptual design for the proposed project at a fee proposal not to exceed \$8,500.00, not including reimbursable expenses that will be billed at their standard rates, be it therefore**

**RESOLVED, that the Town of Schuyler Falls Town Board authorizes the Supervisor to sign the agreement with AES for professional engineering services for this project.**

**SECONDED BY: Mr. Perrotte**

**DISCUSSION:** Agreement Proposal does not include wetland delineation or survey. Mr. Potiker said that he received the questions back from AES that the Board had on this contract. He stated that AES will not spend any money until the wetland delineation is complete. AES will also assist the Town with this at no additional cost to the Town. He mentioned that he was assured that the money for this project regarding the park should be covered by grant money. Mr. Von Bargen , Comprehensive Board Member, added that a private consultant would be needed for the wetland delineation as the Army Corp of Engineers would not get involved until that step is done. AES is willing to include the reimbursable expenses. After further discussion, Resolution #18-31 was amended as follows:

**MOTION BY:** Mr. Newton

**WHEREAS,** the Town Board would like to explore the possibility of a development of a proposed recreational trail area on the vacant land along the Saranac River at the foot of River Street, and

**WHEREAS,** AES has submitted a proposal for engineering services for a conceptual design for the proposed project at a fee proposal not to exceed \$8,500.00, be it therefore

**RESOLVED,** that the Town of Schuyler Falls Town Board authorizes the Supervisor to sign the agreement with AES for professional engineering services for this project.

**SECONDED BY:** Mr. Perrotte

**AYES:** Mr. Newton, Mr. Perrotte, Mr. White, Mr. Potiker

**ABSENT:** Mr. Seymour

#### **RESOLUTION #18-32**

##### **RESOLUTION REQUESTING CLINTON COUNTY TO ACT AS SPONSOR FOR REPLACEMENT OF A BOX CULVERT – 2018 BRIDGE NY PROGRAM**

**MOTION BY:** Mr. Newton

**WHEREAS,** the Town of Schuyler Falls desires to replace a deteriorated box culvert on the Mark Road and wishes to submit an application for the project in the 2018 Bridge NY Program; and

**WHEREAS,** for an application to be given consideration, the New York State Department of Transportation (NYSDOT) requires that the Sponsor must have experience in the Federal Highway Administration (FHWA) and NYSDOT design process and procedures; and

**WHEREAS,** the Town of Schuyler Falls has no experience with the FHWA and NYSDOT design procedures; and

**WHEREAS,** the County of Clinton Highway Department has extensive knowledge of the FHWA and NYSDOT design procedures; and

**WHEREAS,** the total estimated cost for the project is \$750,000.00 and the Town of Schuyler Falls agrees to fund 100 percent of the costs associated with the project and/or reimburse the County of Clinton for 100 percent of any costs incurred and not reimbursed by the NYSDOT during the various project phases; now, therefore,

**BE IT RESOLVED,** the Town of Schuyler Falls requests that the County of Clinton act as Sponsor for this project; and

**BE IT FURTHER RESOLVED,** if the County of Clinton agrees to act as Sponsor on behalf of the Town of Schuyler Falls, the Town agrees that the County shall have full authority to act on the behalf of the Town during the preliminary design, final design and construction phases of the project.

**SECONDED BY:** Mr. Perrotte

**DISCUSSION:** When asked if this would commit the Town to this project, Mr. Potiker stated that it would not. He said that this resolution only allows the County to go forward with the application process. Mr. Rock told the Town Board that the structure on Mark Road was a homemade bridge not a box culvert as stated in the resolution. He mentioned that his crew could do the work for approximately \$40,000.00. Mr. Potiker told Mr. Rock that he was told that the Corp of Engineers would not allow a culvert at that location. Mr. Rock mentioned that the County installed the same just up the road.

**AYES:** Mr. Potiker

**NAYS:** Mr. Perrotte, Mr. Newton

**ABSTAIN:** Mr. White

**ABSENT:** Mr. Seymour

**RESOLUTION DID NOT PASSED**

#### **RESOLUTION #18-33**

**MOTION BY:** Mr. Newton

**WHEREAS,** the Town of Schuyler Falls, a the recipient of 2018 Community Development Block Grant funds from the Governor's Office for Small Cities, and in accordance with the Governor's Office for Small Cities Administration Manual, the development of sound policies and procedures and the implementation of good program design are critical to a successful housing program; and

**WHEREAS,** Friends of the North Country has prepared an procedure manual that reflects the Town's newest housing rehabilitation program and includes detailed procedures and processes to guide program operations, be it hereby

**RESOLVED,** that the Town of Schuyler Falls adopt the procedure manual and the accompanying forms as the program guide to be used in the program delivery of the 2018 housing rehabilitation project.

**SECONDED BY:** Mr. White

**AYES:** Mr. Newton, Mr. Potiker, Mr. Perrotte, Mr. White

**ABSENT:** Mr. Seymour

#### **CLAIMS**

General Abstract for the Month of February	\$39,653.60
Highway Abstract for the Month of February	\$34,906.52
Morrisonville Water Abstract for the Month of February	\$49,989.80
Woods Mills Water Abstract for the Month of February	\$48,405.32
Macey Lane Water Abstract for February	\$29,811.25
Audit only Abstract for the Month of February	\$ 3,774.94

Vouchers for Claims (#201800188- 201800335)

Vouchers for Audit Only (#201800157--201800168)

**Payroll Vouchers** (#201800137-201800156)  
(#201800169- 201800187)

**Mr. Newton made a motion to pay the claims, which was seconded by Mr. White**

**AYES: Mr. White, Mr. Newton, Mr. Todd, Mr. Potiker**

**ABSENT: Mr. Seymour**

Members of the Comprehensive Plan Committee were present at the meeting to address the Board. Phil Von Bargaen told the Board members that the committee has been meeting regularly each month and a lot of progress has been made. He stated that they have about ten more months of work to complete the project. He said that the purpose of a Comprehensive Plan is to decide how to move forward for the future of the Town. A comprehensive plan is needed to apply and receive grants. Once the comprehensive plan is complete, the Zoning Law of the Town can be updated.

Mr. Gervich, a professor at SUNY, told the Board members that the components of the Comprehensive Plan was; Governance and Infrastructure, Business, Economics, and Agriculture, Health and Wellness, Recreation, Arts, and Culture and Natural Environment. He asked the Board members what their ideas were for the future of the Town.

Mr. White replied that he thought natural gas; sewer and water improvements were the main concerns at this time. Other ideas from the Board members ranged from Senior Housing, Museums, Parks, and other areas for the growth of the Town.

Mr. Von Bargaen mentioned that he would like the Committee to meet with the Planning Board and Zoning Board to discuss the future of the Town. In the near future, an informational meeting would be set up for the residents so they can be heard on what is important to them for the future of the Town.

**NEXT MEETING**

<b>Work Sessions (if Needed)</b>	<b>Monday</b>	<b>March</b>	<b>5, 2018</b>	<b>6:00 p.m.</b>
	<b>Monday</b>	<b>March</b>	<b>19, 2018</b>	
<b>Regular Meeting</b>	<b>Tuesday</b>	<b>March</b>	<b>27, 2018</b>	<b>6:00 p.m.</b>

**ADJOURNMENT Mr. Newton made a motion to adjourn, which was Seconded by Mr. White; and was UNANIMOUSLY APPROVED ADJOURNMENT/8:45p.m.**

**Donna Hamel/Town Clerk**