

# VILLAGE OF CASTLETON-ON-HUDSON BOARD OF TRUSTEES REGULAR MEETING

April 13, 2020

**PRESENT:** Mayor Robert Schmidt, Trustee/Deputy Mayor Marianne Carner, Trustee Gina Giuliano, Trustee Sharon Martin, Trustee Jenifer Pratico (all via Zoom video conference)

**ABSENT:** None

**ALSO PRESENT:** Attorney Benjamin Hill, Foreman Daniel Lebrecht, Foreman Kenneth Meyer, Foreman Joseph Garavelli, Library Director Melissa Tacke, and Clerk-Treasurer Padraic Ellis. (all via Zoom video conference)

**PUBLIC:** 1 (all via Zoom video conference)

**CALL TO ORDER:** A regular meeting of the Board of Trustees, Village of Castleton-on-Hudson was held at Castleton Village Hall, 85 South Main Street on January 13, 2020. The meeting was called to order at 7:00 pm by Mayor Schmidt with the Pledge of Allegiance. This meeting will be posted to the Village website in accordance with the Village's best efforts to comply with New York State Open Meeting Law and Executive Order 202.1.

## **APPROVAL OF MINUTES:**

- Trustee Pratico moved, Deputy Mayor Carner seconded, motion carried to accept the minutes of the March 23, 2020 Regular Meeting, with one exception-52 Hilton on Main was hold the Spring Fest on May 15, 2020.

**PUBLIC COMMENT:** None.

## **TRUSTEE REPORTS:**

- **Mayor Schmidt:** Mayor Schmidt reported that Deputy Mayor Carner provided him with a survey from SUNY New Paltz regarding the effects of coronavirus on local government. Mayor Schmidt reported that NYCOM is providing information on direct aid from the federal government for relief aid to municipalities in regards to coronavirus relief.
- **Deputy Mayor Carner:** Deputy Mayor Carner reported that the annual Memorial Day parade has been cancelled due to the coronavirus outbreak. Deputy Mayor Carner suggested celebrating Purple Heart Day on Saturday, August 8, 2020 as an alternative event.
- **Trustee Martin:** Trustee Martin reported that bids for the Wastewater Plant upgrade have been extended from April 20, 2020 to April 24, 2020 by Delaware Engineering after Village approval. Bids will be open at the Wastewater Treatment Plant beginning at 2:00 pm on Friday, April 24, 2020. Any bids mailed or delivered to the Village Hall must be received by 1:30 pm on Friday, April 24, 2020.

- **Trustee Pratico:** Trustee Pratico reported that Deputy Mayor Carner had helped to develop a list of at risk seniors which she delivered dinners to from the Hill. Trustee Pratico reported that Rensselaer County also distributed Meals on Wheels to those at risk in the community. Trustee Pratico reported that the Fire House meetings have currently been cancelled due to the coronavirus outbreak.
- **Trustee Giuliano:** Trustee Giuliano reported that she is working on the first quarter report for the Estuary Grant. Trustee Giuliano Reported that the Castleton-on-Hudson Farmers' and Artisans' Market is scheduled to begin in June. Trustee Giuliano reported that Repair Café has been suspended indefinitely due to the outbreak of the coronavirus.

## REPORTS:

1. **DPW Report:** Foreman Lebrecht reported that he had looked into purchasing a new truck for the Department of Public Works and had provided the board with the quote. The truck would be paid for using the funds in the new equipment reserve account. The build for the truck is planned to take eight to ten months. The board approved the purchase of the new vehicle through the use of reserve funds.
2. **Water Report:** No further report.
3. **Wastewater Report:** No further report.
4. **Library Report:** Director Tacke reported that while physical library services remain closed that digital materials are currently available and a digital book club is being set up.
5. **Building Inspector:** No further report.
6. **Clerk-Treasurer Report:** Clerk-Treasurer Ellis reported that Friday, May 1, 2020 was the submission deadline for the summer issue of the Castletonian. He requested that if anyone would like to contribute an article or information to please let him know as he is planning to have plenty of room to fill due to events being cancelled.

Deputy Mayor Carner moved, Trustee Martin seconded, motion to approve all departmental reports.

## BUSINESS:

1. **2020-2021 Budget Approval:** Clerk-Treasurer Ellis will make physical copies of the updated budget, including the fund balance reports, and drop them off for Trustee Martin to deliver to the other board members. After review, the budget will be put up for approval and the public hearing will be scheduled, making use of the technology available to include that public in the process.
2. **Out of Village Shut Off Regulations:** The water shut off process would have normally begun for out of village properties if not for the current coronavirus outbreak. Clerk-Treasurer Ellis asked for the Board to decide how to proceed to the coronavirus outbreak. Additional fees have been attached to those who as of this point have not paid their water bill. The majority of account which have not been paid are the same accounts which are not paid at this time every year. Clerk-Treasurer Ellis asked how the board would like to proceed with the process with his concern being communication to the residents of what the Village plans to do moving forward. Clerk-Treasurer Ellis will draft a letter to be sent out to the out of village residents asking that they provide a written letter for the board to review if they are unable to pay due to the current

coronavirus outbreak. The letters will be reviewed at the first board meeting in May and the board will determine the validity of the claims and determine how to proceed.

6. **APPROPRIATIONS:** Deputy Mayor Carner moved, Trustee Martin seconded, motion to approve payment of the abstracts, which Deputy Mayor Carner reviewed and initialed the previous Friday.

Abstract # 18 – Vouchers # 490 - # 535 in the amount of \$ 32, 831.94.

General Fund: \$ 21, 979. 98

Water Fund: \$ 2,309.87

Sewer Fund: \$ 8, 542.09

**ONLINE BANKING TRANSFERS:** Trustee Pratico moved, Trustee Giuliano seconded, motion to approve the online banking transfers according to the schedule presented to the Board.

**ADJOURNMENT:** At 7:56 pm, Deputy Mayor Carner moved, Trustee Martin seconded, motion carried to adjourn the meeting.

Respectfully Submitted,  
Padraic Ellis  
Village Clerk-Treasurer