

Village of Sackets Harbor Board of Trustees
December 11, 2018
Annual and Regular Meeting
112 N. Broad St.
Sackets Harbor, NY 13685

Present: Mayor Molly Reilly, Deputy Mayor Barbara Boulton, Trustee Dan Frechette and Trustee Eric Constance. Absent: Trustee James Bray. Also present: Treasurer Jim Yuhas.
The Annual Meeting was called to order at 6:30 pm with the Pledge of Allegiance.

The following items were presented for approval in the Annual Meeting:

- Authorize payment in advance of audit, claims for public utility service, postage, freight, payroll taxes and express fees, medical, dental, life and disability insurance premiums as well as advance registrations for conferences and classes.
- Designate the Regular Open Meeting dates of the Board of Trustees as the second Tuesday of each month to commence at 6:30 PM.
- Designate the Depository Institutions for the Village of Sackets Harbor as: Watertown Savings Bank and Community Bank.
- Authorize the following check signing procedure, the Treasurer or Mayor may sign checks.
- Designate the official newspaper for the Village of Sackets Harbor as the *Watertown Daily Times*.
- Authorize the mileage rate to be as set by the IRS guidelines.
- Authorize officials and employees to attend meetings, conferences and workshops.
- Authorize Village and Employee co-payment of medical and dental insurance premiums (Village pays 90% of premium, employee pays 10% premium). For employees hired after June 1, 2010, the Village will pay 75% of premium and employees will pay 25% of premium.
- Authorize the Village share of the Treasurer's health insurance premium to be paid to the Town of Wilna
- Authorize the following appointments for the following terms:
 - Deputy Mayor – Barb Boulton - one year
 - Deputy Treasurer – Mary Ann Yuhas – one year
 - Deputy Clerk – Stephanie Burrows – one year
 - Deputy Registrar – Stephanie Burrows –one year
 - Zoning Enforcement Officer – James Corbin - one year

- Heritage Area Director – David Altieri - one year
- Visitor’s Center Director – Gail Gorgen - one year
- Village Historian – Jeannie Brennan & Constance Brennan-Barone - one year
- Village Attorneys – Conboy, McKay, Bachman & Kendall - one year
- Village Engineer – Bernier, Carr & Associates - one year
- Village DPW Superintendent – Lonny Reinhardt

POLICIES:

DPW staff is to retrieve coins from the water dispensers, place them in the deposit bags to be provided by the Watertown Savings Bank, lock the bags and return them to the bank to be counted and deposited.

INVESTMENT POLICY

Ratify the Investment Policy, unchanged from last year.

ACCEPTANCE OF CREDIT/DEBIT CARD, ACH PAYMENTS FOR VILLAGE TAXES AND WATER/SEWER BILLS

Ratify the Acceptance of Credit/Debit Card or ACH payment for Village Taxes and water/sewer bills policy

PROCUREMENT POLICY

Ratify the Procurement Policy , unchanged from last year.

These were approved in a motion made by Trustee Frechette and seconded by Deputy Mayor Boulton. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

Mayor Reilly announced the Village Committee Liaison Assignments for the year:

Mayor Molly Reilly:

- Sackets Harbor Fire Company
- Sackets Harbor Police Department
- Sackets Harbor Central School

Deputy Mayor Boulton:

- Hay Memorial Library
- Can-Am Festival
- Whooville

Trustee James Bray:

- Tree Committee
- Pickering-Beach Museum
- Article 10/Galloo Island

Trustee Eric Constance:

- Marketing Committee
- Greater Sackets Harbor Chamber of Commerce
- Visitor Center

Trustee Daniel Frechette:

- Local Development Corporation
- Joint Recreation Committee
- Article 10/Galloo Island

A motion was made by Deputy Mayor Boulton and seconded by Trustee Frechette to approve the appointment of Dick Stephens to the Planning Board. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

A motion was made by Deputy Mayor Boulton and seconded by Trustee Frechette to approve the appointment of Floyd Dame to the Zoning Board of Appeals. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

A motion was made by Trustee Frechette and seconded by Deputy Mayor Boulton to appoint Briggs McAndrews and Paul Trudeau to the Joint Rec Committee. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

A motion was made to approve the make-up of the Military Cemetery Committee as follows:

Interim Chair	Barbara Boulton	12-02-2019
Member	Glenn Shephard	12-08-2020
Member	Richard Stevenson	12-14-2021
Member	Paul Trudeau	12-08-2020
Member	Hilton Shattuck	12-10-2019

The motion was made by Trustee Frechette and seconded by Trustee Constance. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

The Annual Meeting closed and the Regular Meeting opened at 6:39 pm.

REVIEW OF MINUTES

The Minutes of the November 13, 2018 meeting were approved as presented in a motion made by Trustee Constance and seconded by Deputy Mayor Boulton. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

MAYORS REPORT

Mayor Reilly congratulated the organizers and volunteers of Whooville for a great success. She also offered thanks to the DPW for their efforts.

A letter was received from Barbara Sawyer-Pitkin, the owner of 208 W Main St, who is concerned with the lack of parking at her property. Mayor Reilly will contact her to let her know that there is no Village solution as it is bordered by private property.

Constance Barone was named a Registered Historian by the Association of Public Historians of NYS.

Mayor Reilly reported that Assemblyman Walczyk toured the Village.

There is an Active Shooter Training Session tentatively scheduled for January 23rd at SHCS.

The Woodlark properties at Madison Barracks have been purchased by Brian Murray.

Operation Holiday Cheer was completed with over 2,000 cards from the Village sent to the 2nd Brigade Combat Team, 10th MTN DIV deployed to Afghanistan and Kosovo.

A Thank-you was received from the Chamber of Commerce for the Village Veterans Day efforts.

Correspondence was received with a complaint about the Police Department. Mayor Reilly responded.

PUBLIC COMMENT

The meeting was opened to the public for comments at 6:50 pm.

Diana Woodhouse wanted to know if the Stone Hospital was included in the recent sale.

Public comment was closed at 6:51 pm.

OLD BUSINESS

Verdin Company sent a maintenance offer for the town clock that had recent repairs. After discussion, Mayor Reilly will contact the Presbyterian Church regarding donating the clock to the Church.

NEW BUSINESS

A book with color charts was referred to the Village Board from the Planning Board for use in the National Historic Register District. Action will be taken on it next month.

TRUSTEE REPORTS

Deputy Mayor Barb Boulton congratulated the Whooville organizers for their successful event. As part of the Whooville event last Saturday, there were 173 children that took part in the Library's craft project. If anyone has not signed up for the Library's newsletter, you can do so on their website.

Trustee Constance reported that he learned that the LDC property doesn't have sufficient power line access to support a solar array at that location. The other 2 options for a solar project would be the BOCES project or locating an array at a different location in the County. If the BOCES project is chosen a commitment would need to be signed by June of 2019.

He also reported that the Stone Hospital is not capped for the winter.

The Marketing Committee will meet again in January to go over the new web site.

Trustee Frechette had nothing to report from the LDC. The Joint Rec meeting last month was cancelled and they will meet again next week.

TREASURER'S REPORT

The Treasurer's Report was approved in a motion made by Trustee Frechette and seconded by Deputy Mayor Boulton. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

A motion to pay the bills on Abstract #7 with Vouchers 101604 through 101680 was made by Trustee Constance and seconded by Deputy Mayor Boulton. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

DEPARTMENT HEAD REPORTS

Lonny Reinhardt, DPW Superintendent, reported on the recent activities of the department. A letter of intent was requested for National Grid to transition the street lights to LED lights. This was authorized in a motion made by Trustee Frechette and seconded by Deputy Mayor Boulton. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

Gail Gorgen, Visitor's Center Manager, had nothing additional to report.

Corey Reid, Village Engineer, reported that the Village did not receive the hoped for WIIA grant for the water intake. It will be resubmitted next year. The CFA grant application results are expected to be announced December 18th.

Dave Altieri, Heritage Area Director, will have the Visitor's Center proposal for the January meeting. He will also have updates on the other grants in January.

PUBLIC COMMENTS

The meeting was opened to the public at 7:16 pm, with no comments offered.

The meeting was adjourned at 7:16 pm in a motion made by Deputy Mayor Boulton and seconded by Trustee Frechette. Vote 4 ayes (Reilly, Boulton, Frechette and Constance), 0 nays.

Minutes submitted by

Peggy Kelly
Village Clerk