

## **Village Board of Trustees**

### **Monthly Meeting**

**March 14, 2022**

**The regular meeting of the Village Board of Trustees was duly held on the 14<sup>th</sup> of March 2022, in the Auditorium of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.**

**Members Present:** Jan Tighe, Mayor; Alan Engelbrekt, Deputy Mayor and Jack Jennings Trustee. and Robin Ford, Trustee.

**Absent:** Ryan McGrath, Trustee.

**Village Staff/Officials in Attendance:** Michael Martin, Chief of Police; Bill Noreault, DPW Superintendent; Cathy Spiney Village Clerk/Treasurer; and Jennifer Gibbs, Part-time Clerk.

**Guest(s):** Jacob Cornell of Cornell's Greenhaus, Jesse Cornell and Peter Laun.

#### **Meeting was Called to Order:**

The monthly Village Board Meeting was called to order at 7:15 PM with Mayor Jan Tighe leading the Pledge of Allegiance to the American Flag.

#### **Agenda Item #1: Public Comment**

There was no public comment.

#### **Agenda Item #2: Approval of Previous Minutes**

The motion to approve the January 10, 2022, minutes was made by Alan Engelbrekt and seconded by Jack Jennings. The motion passed 3-0 with Robin Ford abstaining.

Jack Jennings made a motion to accept the February 16 and March 3, 2022, minutes and this was seconded by Robin Ford. The motion passed with all in favor.

#### **Agenda Item #3: Staff Activity Reports**

The motion to accept the February 2022 DPW, Police and Code and Zoning Officer's Report was made by Robin Ford and seconded by Jack Jennings. The motion passed 4-0.

#### **Agenda Item #4: General Fund Vouchers – Review and Approval**

Jack Jennings made the motion to approve the Vouchers for the month of February 2022. The motion was seconded by Robin Ford, and it passed unanimously.

#### **Agenda Item #5: Treasure's Report Check and Checking Account – Review and Approval**

The motion to review and accept the Checking account and Treasurer's report was made by Jack Jennings and seconded by Alan Engelbrekt. The motion passed with all in favor.

#### **Agenda Item #6 Old Business**

- A. A motion was made to accept the final draft of the Employee Handbook by Robin Ford and seconded Jack Jennings. The motion passed unanimously.
- B. With a motion made by Alan Engelbrekt and seconded by Jack Jennings, the Board voted in favor of passing the first draft of the Cannabis Law on to the Village lawyers for review. Jacob Cornell notified the Board of his intention to cannabinoid hemp store in the Village of Pulaski and eventually become a licensed marijuana dispensary. Alan Engelbrekt pointed out that NYS laws and therefore Village Zoning Laws are not yet complete, and the business may end up not being in the zone for marijuana sales. The business would have to relocate.

Mr. Jacob Cornell, of Cornell's Greenhaus acknowledged that if the location he is interested in renting to start his business is in a location that will not allow the sale of Cannabis he will have to relocate.

- C. The Haldane Report was tabled until the next Village Board meeting on April 11, 2022.
- D. Alan Engelbrekt made the motion to allow the nonprofits, Rural Migrant Ministry, The Half-Shire Historical Society, the Bethel Community Center, and the Richland Fire Department, to use the Village Sign. Jack Jennings seconded the motion and it passed with all in favor.
- E. The Board reviewed and agreed to send out the RFQ (request for quote) for evaluation of the retaining wall on the north side of Maple Street.
- F. A motion to accept the Policy for Signing, Completion and Execution of Village Contracts by Jack Jennings and seconded by Robin Ford. The Policy includes contracts for public construction over under\$10,000 and grants for under \$30,000. The motion passed with all in favor.
- G. Jan Tighe updated the Board on the Village projects.
  - An application to add a crosswalk at Castle Drive was submitted to the DOT.

- The sidewalk project may be finished by next winter.
  - There was a pre-construction meeting for the Water Project on March 8, 2022 that included: BCA, Highlander, the Water Board and other area water operators in the area.
  - A judge has condemned 3 properties that have not signed easements for the Water Project. The court date for the last property owner is on March 17, 2022.
- H. The Code Enforcement Officer, Joshua Smith, informed the Board on his progress on inspecting the local businesses. Approximately sixty letters were sent out to schedule fire and safety inspections. About fifteen businesses have responded to make appointments. Joshua Smith has been visiting the rest and dropping off his business card to encourage compliance. His inspections have gone well with few violations found. The inspection schedule will be:
- Restaurants & gas stations annually. Restaurants must maintain a schedule showing the date and person responsible for cleaning out grease traps.
  - Mercantile every two years.
  - Low impact mercantile (e.g., Walgreen's) every three years.
  - Rental inspections will be every three years or at the owner's or tenant's request per State Law.
- I. Robin Ford made the motion to accept the Intermunicipal Agreement for the Street Sweeper with the addition of, each party to provide certificate of insurance showing additional insured status, to Item #5. The rates for rental of the sweeper by another municipality will be determined by rates set by the state. Jack Jennings seconded the motion and it passed 4-0.
- J. The motion to accept the changes recommended by David Turner, the Director of Oswego County Community development, Tourism, and Planning, to the Comprehensive Plan update was made by Robin Ford and seconded by Jack Jennings. It passed with all in favor.
- K. Jan Tighe updated the Board on the Dam. A quote has come back from one of the two construction companies that were contacted for an RFQ. Hopefully, with the agreement of the DEC, some notching should be done by the end of the summer and possibly get it removed from the hazard list. The DEC is having a meeting this week on approving the plans for the Dam.

- L. The electricity savings that the Good Energy can offer as the administrator of the Community Choice Aggregation Program (CCA) is proposing at this time is 6%. Edward Carey, of Good Energy, is waiting on National Grid for data to see what type of savings might be possible for natural gas and its distribution for residents of the Village.
- M. He has been in contact with Mr. Doubleday, of OMNI Renewables (Community Solar Campaign,) to see if more savings are achievable for residents on their National Grid bills.

#### **Agenda Item #7: New Business**

- A. Alan Engelbrekt made the motion to accept the offer from the Green Team to pay half of the bill submitted for the emergency repair for the LED lights on Jefferson just before “Light Up Pulaski” in December 2021. The motion was seconded by Jack Jennings and passed unanimously.
- B. The motion to accept the draft of the Police Certification draft for 207-C Procedure when a member is injured on the job, was made by Robin Ford and seconded by Jack Jennings. The motion passed 4-0.
- C. Robin Ford made a motion to allow the Village to pursue various grants becoming available soon to help fund some of the projects in the Village. These include:
  - The ARPA Public Spaces grant.
  - A New York State Canal Corporation Tourism Infrastructure grant.
  - A DOT grant made possible by the Rebuilding American Infrastructure with Sustainability and Equity Act (RAISE.)
  - A Homeland Security Grant for Water and Sewer Infrastructure.
  - Grants offered by the NYS EFC, DEC.The motion was seconded by Jack Jennings, and it passed unanimously.
- D. The Board is considering parameters for offer an “Official Day” for recommended residents of the Village.
- E. A motion to increase a part-time employee’s allowed hours from 30 per week to 40 per week and allow the Village to advertise two positions for seasonal help for the summer, earlier than usual, to accommodate for an employee out on leave and the upcoming infrastructure projects was made by Alan Engelbrekt. The motion was seconded by Robin Ford and passed 4-0.

- F. The motion to renew the terms of Jim Soule of the Water Board, and David Allen of the Sewer Board and appoint Shawn Doyle of the Zoning Board of Appeals to the Chair, was made by Jack Jennings and seconded by Alan Engelbrekt. The motion passed 4-0.
- G. The Board agreed that the Village should apply for the Exclusion of Sewer Debt from Municipal Debt Limits, and it was noted that the Sewer Project was approved for a 30year 0% loan from the NYS EFC.

**Agenda Item #8: Other**

- A. The Board was given and updated Debt schedule and the 2022-2023 Budget Worksheets.
- B. Budget meeting will be scheduled for the end of March beginning of April.
- C. The PROP website was updated to reflect the partnership between PROP and the Village Tree Committee to help facilitate the donation of trees. Anyone can donate a tree in memory of a loved one at <https://www.proppulaski.com/projects>. The Hax Funeral Home has the same information on their website.
- D. There will be a webinar for the Prevention of Harassment on March 24, 2022, at 10:00 AM for those who still haven't completed the training.

**Agenda Item #9: Executive Session**

An executive session was not necessary.

**Agenda Item #10: Adjournment**

The motion to adjourn was made by Jack Jennings and seconded by Alan Engelbrekt at 8:16 PM. The motion passed with all in favor.

**Next Village Board Meeting April 11, 2022, at 7:15 PM**

**Presented & Approved**

**Jennifer Gibbs**

**Part-time Clerk**