

# VILLAGE OF RENSSELAER FALLS

## Meeting Minutes

January 9, 2023

6:00 P.M.

Present: Mayor Michael Hammond, Trustee Connie McAllister, Trustee Samantha Booth, Village Clerk Lisa Hammond, Attorney Henry Leader, Mark Basford Sewer Superintendent, Shirley and Nick Calton

Absent: Deputy Mayor Charles Fified and Trustee Jolene LaSieg

5:45 p.m. Board members entered into an executive session regarding matters of personnel upon motion of Trustee Connie McAllister and seconded by Trustee Samantha Booth. All in favor.

6:05 p.m Board members came out of executive session upon motion of Mayor Michael Hammond and seconded by Trustee Connie McAllister. All in favor.

6:05 p.m. Mayor Michael Hammond opened the meeting.

Discussion was held in Executive Session to allow Attorney Henry Leader to mail 103 State Street a compliance letter to comply with village code regarding the use of a camper trailer as a dwelling and have Attorney Henry Leader act as Code Enforcement Officer until one can be hired. Motion was made.

Motion: Samatha Booth      Seconded: Connie McAllister      Vote: unanimous

1. Pledge of Allegiance was said by all in attendance

2. Appropriations:      Sewer and General

Bills were audited by Trustees Charles Fified and Connie McAllister

Motion: Connie McAllister      Seconded: Samatha Booth      Vote: unanimous

Mayor Michael Hammond noted that two bills came in at the last moment from TTS Tree Service to be signed that were previously approved at a prior board meeting and should be reimbursable with CHIPS.

3. Approval of Minutes:

Minutes of the regular meeting of December 12, 2022 were approved upon motion.

Motion: Connie McAllister    Seconded: Samatha Booth    Vote: unanimous

#### 4. Reports: Departments and Committees

- a. Sewer Report: A written report was received by the board members. Mr. Basford reports that it has been a quiet month. Noting that everything is going well. USDA reached out to Basford and Clerk Hammond in search of financial information. Hammond will comply.

Basford reported working 32 hours in December and Jared Murray working 30 hours in December.

Motion: Connie McAllister    Seconded: Samatha Booth    Vote: unanimous

- b. Code Enforcement Report:

Mayor Michael Hammond stated that both he and Attorney Henry Leader have reached out to Tim Tuttle and have not heard back from him regarding a potential letter of resignation and the files being returned to the Village of Rensselaer Falls that Tuttle processes. A letter will be drafted and mailed to Tuttle tomorrow from the Attorney. Mayor Hammond noted, then the Board should be able to move ahead with appointing a new Code Enforcement Officer. Mayor Hammond asked if there were any questions from anyone and there were none.

- c. Clerk's Report:

Clerk Lisa Hammond stated that she and Becky Kelley, Clerk from Heuvelton are continuing to work on the AUD process. Hammond also noted that non abstracted vouchers are now being approved by board members, such as quarterly reports, USDA automatic payments and other voucher type expenditures. Kelley and Hammond work most Fridays on AUD matters. Hammond reminded the board that Gray and Gray from Canton was hired by the Village and no fillings were done by them. Mayor Michael Hammond noted he knows first hand that the Clerks are working on the AUD filing and it takes time, but it needs to be done as soon as possible.

Motion: Samatha Booth    Seconded: Connie McAllister    Vote: unanimous

In addition: Clerk Hammond reported that Ernie Swartsfigure had no hours for December 2022.

d. Mayor's Report:

Mayor Michael Hammond will let board members know about the upcoming Mayors dinner when he gets the information. Hammond noted that there is always a lot going on in his role and will update as the meeting moves on.

Motion: Connie McAllister    Seconded: Samatha Booth    Vote: unanimous

e. Committee Reports:

*Trees* - Mayor Hammond noted he still needs to contact National Grid about the tree in front of Laquiers house.

Playground/Falls Festival Committee: Mayor Hammond stated that the Falls Festival Committee hosted a very successful New Years Eve party held at the Fire Department. Approximately 150 tickets were sold. There was awesome community support. Hammond thanked everyone involved, especially the Calton family. The food was great, along with music. People are requesting to hold another next year. A can and bottle drive was held. Local businesses donated to the event.

Mayor Hammond noted that the Historical is having issues with their sub pump, adding that at this time the Festival supplies are being stored in the Historicals basement and the area should be kept dry. In the event the building needs a new pump, Hammond suggests the Village help out, as the Village now owns the building. Mayor Hammond stated that he plans on assigning board members to committees next month.

Mayor Michael Hammond stated that Jeff and Dawn Dollinger have officially purchased Bowhalls Market and renamed it Falls Market & Deli. Food and Beer license is a few weeks out from the State of New York.

Mayor Michael Hammond stated that Seaway Honey Hole has taken off and has brought a lot of new people to the Village. Hammond reminded any business owner that it is their responsibility to clean out snow in front of their business.

Hammond wants to work with the Town of Canton on possibly doing a second push back on the snow plowing. Hammond suggests that the Booths, owners of the Honey Hole, contact the Town of Canton and work together going forward. Mayor Hammond stated that the Town of Canton owns the Main Street (Rensselaer Street) in the Village of Rensselaer Falls.

Mayor Michael Hammond noted that More to Love is moving to Canton some time this month and will be missed by the community.

In the end, Mayor Hammond asked the board members to think about what committee they would like to be on. Hammond noted that Connie McAllister is on the Playground and Falls Festival Committee and that two board members are not present to express interest. Hammond expressed wanting less duties on committee. Connie McAllister suggested Bri Backus.

Motion: Connie McAllister    Seconded: Samatha Booth    Vote: unanimous

#### 5. New Business:

##### 1. Part time laborer: Discussion & Possible Approval:

Mayor Michael Hammond reported that Nick Calton has been volunteering around the Village for a long while and would like a motion to have Nick Calton be a part time employee of the Village of Rensselaer Falls. With the absence of the Villages part time employee, the Mayor stated it only makes sense to have Calton on board and be a backup or co-work with Ernie Swartsfigure. Bruce Lester has been doing our snow plowing in front of the Village Office/Library at a price of \$25.00 when requested by the Mayor. This does not include shoveling. Motion made to pay Nick Calton \$15.00 an hour.

Motion: Connie McAllister    Seconded: Samantha Booth    Vote: unanimous

##### 2. 103 State Street: Discussion & Possible Approval:

Mayor Hammond stated Attorney Henry Leader will take the lead role as Code Enforcement Officer until one is hired by the Village of Rensselaer Falls.

6. Updates:

1. Library/Village Office Renovations Discussion:

Discussion was held on the renovations, Mayor Hammond noted that the safe can not be removed. Nick Calton and Steve Hammond have taken the ceiling tiles down. The floor is wet due to the time of year. Mayor Hammond got an estimate to ceil up the basement with two coats in the amount of \$1,000.00. The oil tank has been removed from the basement. Work will need to be done on the stairs. The Library Grant only covers demolition and electrical work - not replacement of anything stated by Mayor Hammond. Reimbursement of expenses to the Village will happen when Grant monies are received by the Library. Hammond noted that he is in constant contact with the Canton Library Director. Two estimates have been received from Gardner Flooring to replace Library Carpet. One laminate and one carpet. In the estimates, carpet removal will go with Gardners for disposal. - This discussion will take place at a later date.

7. Any other business that may come before the Board: none

6:38 pm closed regular monthly board meeting

Motion: Samatha Booth      Seconded: Connie McAllister      Vote: unanimous

6:39 went into executive session for the purpose of issues identified as proper by Public Officers Law 105.

Motion: Connie McAllister      Seconded: Samatha Booth      Vote: unanimous

7:00 p.m came out of executive session upon motion

Motion: Connie McAllister      Seconded: Samatha Booth      Vote: unanimous

Discussion was held in executive session about electrical matter at 101 Front Street Motion was made to allow Attorney Henry Leader to send a letter of Compliance to the Electrical Inspector on the matter regarding an improper inspection. This was admitted to then code officer Tim Tuttle.

Motion: Connie McAllister      Seconded: Samatha Booth      Vote: unanimous

7:02 Motion to adjourn meeting.

Motion: Samatha Booth

Seconded: Connie McAllister

Vote: unanimous

Respectfully Submitted:

Lisa Hammond  
Village Clerk