

**Village of Sherman –Regular Board Meeting**  
**Village Office-111 Mill St**  
**March 7<sup>th</sup>, 2018**

Members: Mayor Meeder Trustees: Gratto, Higginbotham, Reyda and Ayers  
 Others Present: Doug Crane, Jay Irwin, Clerk Ramm, David and Deb Prenatt.

Mayor Meeder called the meeting to order at 6:00 pm and lead everyone in the pledge of allegiance.

**RES 2018-03-07.1:** Motion to accept the regular board meeting minutes for February 7<sup>th</sup>, and the special board meeting minutes for February 15<sup>th</sup>, 2018.

Moved: Trustee Reyda

Seconded: Trustee Higginbotham

AYES: 4

NAYES: 0

**MAYOR MEEDER:**

- **CODE ENFORCEMENT:** Various enhancements to the local ordinances were discussed. The ordinance in section 623 on trash storage has a section B which clearly defines and breaks down the trash containment ordinance. CEO Jeff Messenger suggested that we consider amending Section 622 to state that no junk vehicles may be stored outdoors. Further definition of “junk” will need to be established. Section 627 already addresses proper fencing and containment of farm animals but would need to be refined to include poultry with regards to animals in the village. Concerning Section 635 relating to recreational vehicles, trailers and campers Mr. Messenger suggested amending it to only allow them to be stored in back yards and to limit living in them, for example, 5 days per month. CEO Lane Chase had also cautioned us to be specific about solar panel placement before people began applying to install them. He recommended that we only allow solar panels to be placed on the roof. Special permits would be needed to place solar structures anywhere else.
- **FINANCIALS:** Mayor Meeder explained the revised handout in preparation of the upcoming budget meeting. Everything is on track except for the one sewer project which was not on the original budget.
- **POLICIES AND MANUALS:** Mayor Meeder went over the first draft of the governance policy, including expectations of the Village Board, the village employees and their responsibilities to the residents, as well as the Board’s operating agreement. The employee’s handbook is still being updated.
- **EMPLOYEE BENEFITS:** Municipalities are considered public agencies and are exempt from all New York State minimum wage rules, but are still required to meet federal standards, which is the fair labor standards act (FLSA). We as a municipality have more flexibility but must still comply with the 40-hour work week. The Village Board has previously opted into the 41J which allows employees’ unused sick days (up to 165 days) to be applied to their service days at retirement, if all other retirement requirements have been met. This is not a cash issue but does affect service days so it could affect an employee’s actual retirement date.

- **CONFERENCE OF MAYORS AND TOWN SUPERVISORS:** Mayor Meeder extended the invitation to the trustees to attend the next meeting, March 22<sup>nd</sup> where the county executive will be speaking.

### **WASTEWATER:**

- **NATIONAL GRID INCENTIVE PROGRAM:** Mr. Irwin proposed changing all the wastewater treatment plant and village office lights to LED. He explained the costs and savings this would have in light of the National Grid incentive. He also talked about the benefits of the variable frequency drive (VFD) since utilities are the second highest cost to the wastewater treatment plant. Mr. Irwin had a quote of \$13,800 for the new drive but this cost is before the NG incentive. He would report back on the savings the VFD would bring the plant if speeds were lowered during the evening and early morning hours. The blowers run 24/7 so varying the speed according to need would be hugely beneficial.
- **PART-TIME EMPLOYEE:** A part-time/occasional employee is needed to assist with locating and mapping the man-holes. It is fairly urgent as we have to complete this before the rainy season. Mayor Meeder added that we're looking for someone who can assist both departments over the busy season.
- **40-HOUR WEEK:** The trustees discussed how the mandatory FLSA 40-hour work week affects employees.

### **DEPARTMENT OF PUBLIC WORKS:**

- **STREETS:** Mr. Crane informed the Board that the loader would be needing a service soon, but he is looking at trading it in toward a new loader hopefully before the service is required.
- **WATER:** Mr. Crane went over the Badger meters which are cloud based. He explained how the cloud works and how it will benefit consumers, including landlords, because each will be able to access the meter's information. He highlighted that the new meters will no longer require manual reads and leaks/issues will be detected sooner.
- **ACCOUNTS:** There are only two accounts outside the village that are still in arrears, but payment plans have been drawn up and their first payments should be received by March 15th.

**RES 2018-03-07.2:** Motion to approve Voucher #10 submitted for \$9,270.64 for February 2018.

Moved: Trustee Reyda

Seconded: Trustee Ayers

AYES: 4

NAYES: 0

### **CLERK**

Checking Account (03/07/2018) - \$11,391.29 and Book Balance – \$3,781.78

CD (01/02/2018) - \$133,624.70

- **SOFTWARE:** The clerk presented quotes from Accela (KVS), Williamson Law Book Company and Network Oriented Solutions (Waterworks). She clarified the differences between the three different quotes including the immediate costs for software, installation and conversion of existing information; customer support; and the future annual costs.

**RES 2018-03-07.3:** Motion to transfer \$13,000 from the CD into the general checking account.

Moved: Trustee Higginbotham

Seconded: Trustee Gratto

AYES: 4

NAYES: 0

**RES 2018-03-07.4:** Motion to approve the continuation of disability coverage through The Hartford for the Village of Sherman employees, and not to opt-in to the FMLA's paid family leave (PFL).

Moved: Trustee Gratto

Seconded: Trustee Higginbotham

AYES: 4

NAYES: 0

**RES 2018-03-07.5:** Motion to enter into a contract with Network Oriented Solutions with regards to their utility billing software (Waterworks) for \$6,808.00 and to pay the first \$4,000.

Moved: Trustee Reyda

Seconded: Trustee Ayers

AYES: 4

NAYES: 0

#### **OLD BUSINESS:**

- **SOLAR LIGHTS:** Trustee Ayers asked about street lights behind Weise's shop mentioning that it was once a dead-end street. Various solutions were discussed.

#### **NEW BUSINESS:**

- **BUDGET MEETING:** The Village Board will meet on Tuesday, 20<sup>th</sup> of March at 6pm to discuss the first draft of the 2018-2019 budget.
- **TRAINING:** Mr. Irwin reminded everyone that Mr. Watson was away doing the Basic Operations course in Morrisville.
- **NETWORK PROVIDER:** We will be changing service providers from Fairpoint Communications to Spectrum Cable. This will reduce costs and require a new email address.

**RES 2018-03-07.6:** Motion to adjourn the meeting at 7:34pm.

Moved: Trustee Gratto

Seconded: Trustee Ayers

AYES: 4

NAYES: 0

Respectfully submitted,  
Jeanette Ramm  
Clerk-Treasurer