

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

July 11, 2022

**PRESENT:** Mayor Joe Keegan (via Zoom), Trustee/Deputy Mayor Jenifer Pratico, Trustee Sharon Martin, Trustee Lissa D'Aquanni, and Trustee Erik Samarija

**ABSENT:** None.

**ALSO PRESENT:** Attorney Benjamin Hill (via Zoom), Foreman Daniel Lebrecht, Foreman Kenneth Meyer, Fire Chief Eric Barber, and Clerk-Treasurer Padraic Ellis.

**PUBLIC:** 0 (in person), 4 (via Zoom)

**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 July 11, 2022. The meeting was called to order at 7:00 pm by Mayor Keegan with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

- Mayor Keegan moved, Trustee Martin seconded, motion carried to accept the minutes of the June 27, 2022 Regular Meeting, with corrections from the Board.

**PUBLIC COMMENT:** Mayor Keegan moved, Trustee D'Aquanni seconded, motion carried to open public comment. Erin McGrath, of the Local Waterfront Revitalization Plan committee, asked that the Village passed to resolution that is on the agenda for the Town of Schodack to submit grant paperwork for funds to update the LWRP. . Mayor Keegan moved, Deputy Mayor Pratico seconded, motion carried to close public comment.

**TRUSTEE REPORTS:**

- **Mayor Keegan:** Mayor Keegan reported that paperwork was being submitted for the new phone system and that they should be installed soon. Mayor Keegan reported that there will only be one Board meeting in both July and August. Mayor Keegan stated that he has been speaking to Senator Daphne Jordan's office in order to get them to speak to the New York State Department of Transportation regarding river access. Mayor Keegan stated that the Board is actively working on finding a replacement for Water Foreman Garavelli. Trustee D'Aquanni asked if the Mayor was able to review the quote for landscaping of the Village Hall front lawn but he has not yet done so.
- **Deputy Mayor Pratico:** Deputy Mayor Pratico reported that she attended the Cemetery Association meeting and that they are attempting to find funding as it is getting expensive to maintain both cemeteries. She is asking that people who visit the cemeteries clean up after themselves and their pets. The Castleton Fire Department has been collecting donations in remembrance of Al Saville and that they will be holding a car show in the Fall.
- **Trustee Martin:** Trustee Martin reported that the Urban Forestry Grant has been completed and

that the only thing remaining is to submit the last vouchers and get reimbursed for them. Trustee Martin stated that there was a going away party for Foreman Garavelli on July 1<sup>st</sup>. Trustee Martin reported that the Department of Public Works completed the annual paving in the Village.

- **Trustee D'Aquanni:** Trustee D'Aquanni reported that the Comprehensive Plan committee will be holding a public work plan meeting at Castleton Elementary School on August 20<sup>th</sup> from 9:00 am to noon.
- **Trustee Samarija:** Trustee Samarija reported John Shortsleeve is assisting Foreman Meyer with water and sewer while the Board looks for a replacement for Water Foreman Garavelli.

## **REPORTS:**

1. **Library Report:** Absent.
2. **DPW Report:** Foreman Lebrecht reported that the annual paving has been completed and that he has a quote to remove the tree on Van Buren Avenue. Trustee D'Aquanni asked about the landscaping around the flag pole on North Main Street and, as the Castleton-on-Hudson Main Street Association will not be paying for it, Mayor Keegan will reach out to the New York State Department of Transportation to see if they will clear the area.
3. **Water Report:** No report.
4. **Wastewater Report:** Foreman Meyer reported that he has both the water and sewer mobile phones and that John Shortsleeve is currently working half-days in the mornings.
5. **Building Inspector:** Absent.
6. **Code Enforcement:** Absent.
7. **Fire Department Report:** Chief Barber reported that the LOSAP points have been posted and that the Castleton Fire Department has the current list of vacant properties.
8. **Clerk-Treasurer Report:** Clerk-Treasurer Ellis asked that department heads submit their monthly reports by the current deadline of noon on the Wednesday before the first meeting so that they may be included in the packet that is sent out to the Board.

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

## **BUSINESS:**

1. **Local Law 2 – Remote Meeting Policy:** Attorney Hill amended the Remote Meeting Law to clarify the amount of time needed for the Board members to notify the Clerk if they are not going to be able to attend meetings in person. Mayor Keegan moved, Trustee D'Aquanni seconded, motion carried to open the public hearing for Local Law 2. No comments from the public. Mayor Keegan moved, Trustee Martin seconded, motion carried to close the public hearing for Local Law 2. Deputy Mayor Pratico moved, Trustee Samarija seconded, motion carried to adopt Local Law 2, as amended by Attorney Hill, to be effective upon being recorded by the New York State Department of State.
2. **Resolution 17 – Local Waterfront Revitalization Plan:** Trustee D'Aquanni moved,

Trustee Samarija seconded, motion carried to adopt the resolution requesting that the Town of Schodack submit the EPF LWRP application to obtain a grant to receive funding to update the current LWRP.

**3. Outdoor Seating at the Poke Jar:** Clerk-Treasurer Ellis spoke to the Village's insurance broker to determine what documentation would be needed for the agreement for the Poke Jar. Attorney Hill needs to confirm the term of the agreement and the rental rate for the parking spaces before he can proceed with the agreement. Mayor Keegan moved, Deputy Mayor Pratico seconded, motion carried to establish an agreement with the Poke Jar for the rental of spaces in the municipal lot to be used for outdoor dining to be approved on an annual basis at the rate of \$31.25 per space per month, with the first year to be waived, upon attorney approval of the principal terms and the filing with the Village of a certificate of insurance by the Poke Jar named the Village as additionally insured.

**4. 17 Prinz Hill Way Letter:** A resident at 17 Prinz Hill Way wrote a letter to the Board stated that his lawn had not been repaired from a water main break and is refusing to pay his water bill until it is fixed. Foreman Lebrecht and Foreman Meyer will correct the situation. Trustee Martin moved, Trustee D'Aquanni seconded, motion carried to waive the late fees in the amount of \$45.40 on the water bill for the property on Prinz Hill Way, with Trustee Samarija opposed.

**5. Campbell Avenue Parking Request from Schodack Central Schools:** The transportation superintendent for Schodack Central Schools sent an email requesting that the Board place no parking signs on Campbell Avenue by the school bus drop-off. The Board requested that a representative from the School District appear at the next Board meeting.

**6. Village Website and Email:** Trustee D'Aquanni presented the Board with a quote to change the company that runs the Village website to Civic Plus, a company that is used by Schodack, Albany, Troy, and Rensselaer County. She also presented a quote for the trustees to get their own designated email addresses. She will set up a meeting for the Mayor and Clerk-Treasurer to look at a possible website upgrade.

**7. APPROPRIATIONS:** Mayor Keegan moved, Trustee D'Aquanni seconded, motion to approve payment of the abstracts.

Abstract # 1 – Vouchers # 55 - # 99 in the amount of \$ 53,996.76

General Fund: \$ 36,280.22

Water Fund: \$ 7,925.53

Sewer Fund: \$ 9,791.01

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

**PUBLIC COMMENT:** Mayor Keegan moved, Trustee D'Aquanni seconded, motion carried to open public comment. Trustee Martin asked that Attorney Hill follow-up on the deeds for the Fire Department as they have yet to be filed. Mayor Keegan moved, Deputy Mayor Pratico seconded, motion carried to close public comment.

**ADJOURNMENT:** At 8:20 pm, Mayor Keegan moved, Deputy Mayor Pratico seconded, motion carried to adjourn the meeting.

Respectfully Submitted,  
Padraic Ellis  
Village Clerk-Treasurer