

06/15/2026

**Board of Trustees
5:30 PM Community House**

Regular Meeting

Present: Mayor Steven Elwood Trustees: Melissa Baker-Battisti, Trustee Brenda Phillips, Trustee Elaine Fitzpatrick, Trustee Thomas Steele, Attorney Norman Mastromoro, Deputy Village Clerk Cheri VanBrocklin, Fire Chief Chris Weaver, DPW Supervisor William Vicciarelli

Public: Nino Polidori, Donna Springer, Patsy Schoff, Larry Schoff, Dennis Clark, Barbara Stagliano, Ina Smith, Robert Smith, Janice MacLauchlin, Clark MacLauchlin, Eleanor Weaver, Frances Hulbert Shaut, Diane Empie, Wade Abbott, Alex Countryman, Michael O'Dockerty, Margaret DiGiacomo, Mary Rackmyer, Nicole Porter, Mike Porter

The meeting was called to order at 5:30 pm by Mayor Elwood. The Pledge of Allegiance was said and a moment of silence was taken to honor military and first responders during the Comprehensive Plan Presentation.

Correspondence:

A statement was read by Trustee Melissa Baker-Battisti on behalf of the Mayor and Village Board to extend a thank you to Christine Bentley for the purchase of the microphones and sound system to be used during meetings. (Letter will be attached to the retained minutes)

Public Comment:

Dennis Clark inquired about \$209,000 in the budget for garbage pickup? He asked if it was still in the budget, Mayor Elwood responded that it is. Mr. Clark inquired about the tax cap and commented on that.

Bob Smith made a statement about the library, the library board and the unused grandstand funds.

Frances Hulbert Shaut would like to speak at public comment at the end of the meeting.

Alex Countryman made a statement regarding his driveway and the work the DPW has been doing.

Mike O'Dockerty made a statement regarding structures, sheds and garages and the distance from property lines. He stated the Zoning Board cannot change laws, the Village Board needs to make those decisions.

Margaret D'Giacomo inquired about which faucets are working and not working at the cemetery. DPW Supervisor Vicciarelli responded.

Jennifer (no last name on list) made a statement/presented a revitalization plan for the Masonic Lodge.

Department Heads:

- a. Fire Chief-Chris Weaver-report submitted.

Chief Weaver stated that on June 20,2026 at 8 am there is a training session being held at the elementary school. He invited the Board. There are several other local departments that are participating. He also inquired about an overhead door at the station, he wanted to be sure it was still in the budget to have it replaced. Mayor Elwood advised the Chief to contact the Treasurer. Mayor Elwood also commented that a time needs to be set up with the Board and FD to meet and set up fire contracts and look into establishing a fire district.

- b. DPW/Marina-Billy Vicciarelli-report submitted
- c. WWTP-Frank Erno-report submitted
- d. Police-Chief Chad Manley-report submitted
- e. Codes Officer-Cliff Dorrough-report submitted
- f. Dog Control-report submitted

Motion made by Trustee Steele to accept all department head reports, seconded by Trustee Baker-Battisti. All ayes, **motion carried**.

Discussion: Chief Manley would like to conditionally hire Officer Martinez. Doing this will not change the budget at all. The Village will not be paying for any training as previously discussed, (last meeting) he will be filling as a part time officer in lieu of another part time officer who will not be filling in as much.

Motion to hire Officer Martinez as a conditional hire made by Trustee Phillips, seconded by Trustee Baker-Battisti. All ayes, **motion carried**.

Discussion: Mayor Elwood stated there is a new SPO agreement with the school. The school pays for those officers. He stated he just needs Board approval to sign the agreement. The officers have also been given a 3% raise.

Motion to allow Mayor Elwood to sign the new SPO agreement made by Trustee Baker-Battisti, seconded by Trustee Phillips. All ayes, **motion carried**.

Treasurer: report submitted

Motion to accept the Treasurer report made by Trustee Steele, seconded by Trustee Baker-Battisti. All ayes, **motion carried**.

Old Business:

Resolution No. 3 of 2026-resolution to bill residents for garbage collection services. Mayor Elwood reviewed how the residents would be billed according to classification, one family, two family, 3 family or more and commercial/mixed use. A three installment payment plan is possible.

Motion to bill said services made by Trustee Baker-Battisti, seconded by Trustee Steel. All ayes, **motion carried. Roll call completed**.

Discussion: Mayor Elwood mentioned the clean-up St Johnsville initiative asked if there was any updates or suggestions. Attorney Mastromoro stated he was unsure if this has anything to do with the nuisance Law that the Police Chief is proposing. Mayor Elwood responded that he has some information from another location that has a local law that pretty much encompasses everything we (the Village) is trying to do, he will forward the information to the Attorney.

Resolution No. 13 of 2026-authorizing investment of excess general fund balances into NY CLASS or US Treasury Bills, to add in verbiage an additional 10% above what is needed for two months of operating expenses.

Motion made by Trustee Steele. Seconded by Trustee Baker-Battisti. Trustee Phillips **recuse**. Remaining Trustees ayes, **motion carried. Roll call completed**.

Motion to create a consent agenda consisting of the 5/18/26 Regular Meeting Minutes and the 5/29/26 Fiscal Year End Meeting minutes made by Trustee Steele, seconded by Trustee Phillips. All ayes, **motion carried**.

Motion to adopt the Consent Agenda made by Trustee Phillips, seconded by Trustee Steele. All ayes, **motion carried**.

Audit of Claims: A **motion** to accept the claims as presented to the Board by the Clerk, in the amount of \$98,103.70 was made by Trustee Baker-Battisti, seconded by Trustee Phillips. All ayes, **motion carried**.

The claims are broken down as follows:

a. General Fund	\$	47,555.89
b. Marina Fund	\$	4,685.83
c. Water Fund	\$	3,716.24
d. Sewer Fund	\$	32,329.21
e. Pre-paid items	\$	9,816.23

New Business:

Resolution No. 10 of 2026-authorizing the transfer of perpetual care cemetery funds \$48,499.11 in Community Bank. A transfer to NBT so all Village funds are in one bank, to continue to be used for cemetery only.

Motion made by Trustee Steele, seconded by Trustee Baker-Battisti. Trustee Phillips **recuse**. Remaining Trustees ayes, **motion carried**. **Roll call completed**.

Resolution No. 11 of 2026-split Water/Sewer Fund bank account to separate Water Fund & Sewer Fund bank accounts with the sewer fund starting with the amount of \$27,224.64 and one for the water fund starting with the amount of \$32,510.48 as of June 1, 2026.

Motion made by Trustee Phillips, seconded by Trustee Steele. All ayes, **motion carried**. **Roll call completed**.

Resolution No. 12 of 2026-Library recharter

No action taken until there is further inquiry. The resolution cannot be presented as written, it needs to be done by means of an MOU. Mayor Elwood will get the assistance needed to write the MOU and have done and presented by the next meeting.

Discussion: Cemetery maintenance concerns regarding S & Sons Landscaping for inadequate services. They are not mowing and weed eating as they were hired to do. Mayor Elwood would like to "fire" them. He will draft a letter with the verbiage suggested by Attorney Mastromoro.

Motion made to let S & S Landscaping let go from their contract made by Trustee Steele, seconded by Trustee Baker-Battisti. All ayes, **motion carried**.

Motion to return to M & S for mowing and weed eating at the cemetery at the rate of \$1400 per week for the remainder of the mowing season made by Trustee Steele, seconded by Trustee Phillips. All ayes, **motion carried**.

Discussion: SAVAC water/sewer request bought a house on Monroe St next to their garage, they have asked to have their building permit fee waived (\$400) and their water/sewer fees to be waived for providing their services in the Village. They are not currently charged for water/sewer. Once the house is remodeled, it will be utilized for overnight EMT's to answer calls. The water would be turned on and used for showers etc.

Motion made by Trustee Steele, seconded by Trustee Phillips. All ayes. **Motion carried**.

Discussion: Leftover money from grandstand project, approximately \$252, will be put to Village use for some project for betterment within the Village.

Discussion: FOIL policy. Mayor Elwood stated there have been a lot of recent FOIL requests by outside agencies. We don't currently have a FOIL policy to allow outside agencies to make a request requesting literally sometimes decades of information. Getting a FOIL that takes multiple days to work on, in addition to regular job duties, we need some sort of policy. Attorney Mastromoro suggested contacting NYCOM to get a sample policy if they have one, so a policy could be written for the Village.

Discussion: Leftover grant money from the Marina from last year in the amount of \$1200. Katrina who puts the concerts together would like to get another 20' x 40' tent to have in the event of rain. There was a tent purchased last year. This would be for a second tent for a secondary location for bands. She has found a tent for \$1278 after shipping, so she is asking for \$78 to purchase the tent. Mayor Elwood stated we do have the money in the budget to do so.

Motion to allow the purchase of the tent made by Trustee Phillips, seconded by Trustee Fitzpatrick. All ayes, **motion carried.**

Discussion: Cemetery rate changes. Cemetery rate changes were presented by Deputy Clerk VanBrocklin. Research has been done inquiring from other local cemeteries and thru NYS (if they were to pay for a burial) on the average rates being charged, from corner markers to lots charges, Interment charges and vault charges. Current rates we have for the Village cemetery were giving and a low end and high end of a scale for possible rates were given and presented to the Board and explained to the residents.

Motion to accept the rates on the average scale of what was presented made Mayor Elwood, seconded by Trustee Steele. All ayes, **motion carried.**

Rate changes will be put on the Village website, Facebook and advertised in the newspaper.

Discussion: Housing Authority garbage contract, no discussion, no information received.

Discussion: There is a room of computers upstairs here at the Community House that are no longer used. They need to be deemed "useless to the Village", or as Attorney Mastromoro suggested "no longer needed for public purpose". Mayor Elwood would like to get them put up for auction and put the money in a little fund, set aside, to get new computers. All computers would need to be wiped/removed from the computers.

Motion made to deem unused computers no longer needed for public purpose made by Trustee Phillips, seconded by Trustee Baker-Battisti. All ayes, **motion carried.**

Discussion: 66 East Main St, tax parcel 9.45-1-33 is a property Village owned. There was a house there, that has not been a house on it in a long time. Mayor Elwood would like to put the house up for sale. The Village maintains it, mowing and shoveling the sidewalk.

Motion made to put the property up for sale made by Trustee Phillips, seconded by Trustee Baker-Battisti. All ayes, **motion carried.**

Discussion: Nino Polidori added to agenda. Mr. Polidori did not have the information with him. He was going to speak on behalf of the disabled Veterans. He will be put on the agenda for the next meeting.

Discussion: There will need to be a Special Meeting regarding the fire contract. There is no need to have a regular meeting in July as long as the Board gets together to audit the vouchers. There needs to be advance notice of the fire meeting. Board members will need come in on their own to audit the vouchers. Nino could be added to the agenda for the fire contract meeting.

There will be no Regular Scheduled Meeting in July.

Public Comment:

Wayne Abbot commented on the library and school district library.

Frances Hulbert Shaut inquired about the Verifone and fuel system, Mayor Elwood responded the Village is pumping fuel (at the Marina). She inquired about the FOIL policy and ongoing FOIL and grievance. Attorney Mastromoro responded. Mayor Elwood responded.

Margaret DiGiacomo inquired isn't it required to have a monthly meeting. Mayor Elwood responded.

A resident inquired who was responsible for maintaining the community board outside of the Community House. Mayor Elwood responded he believed the Clerk, however there isn't a certainty of where the key is. A resident inquired about the Community Center on the corner of Washington Street, if the Village owned it, Mayor Elwood responded.

Motion to adjourn the meeting at 6:29 pm made by Trustee Baker-Battisti, seconded by Trustee Phillips, all ayes, **motion carried**.

Minutes prepared by Deputy Clerk