

April 9, 2024

A regular meeting of the Village Board began at 5:30 p.m. in the Village Office. Present were Mayor Jeffrey Oatman, Trustees: Erin LaPlante, Shawn Prieto, and Todd Scoville. Also, present were Superintendent of Public Works John Heller, Village Clerk Lynnette Carver, Chief of Police Redden, NOCCOG representative Lisa Bellinger, Fire Department President Phil Denison & 3rd Asst. Chief Norm Wallis, Camden Life Center representatives, VFW representatives, several residents, and Queen Central News Publisher Doug Cleveland.

A motion was made by Trustee LaPlante to approve the minutes from the prior meetings. The motion was seconded by Trustee Prieto and carried unanimously.

Trustee LaPlante made a motion to open the public hearing on the proposed 2024-2025 budget at 5:30 p.m. The motion was seconded by Trustee Prieto and carried unanimously.

The Mayor opened the meeting for public comment:

- ❖ Camden Life Center discussed their future plans for a community/youth café.
- ❖ VFW discussed the June 14th-15th Vietnam Reunion to be held in the Village Park.
- ❖ Residents discussed:
 - Parking issues on Union Street.
 - The desire for a community playground.
 - Basketball hoops are not allowed next to the road -trucks are hitting the hoops.

NOCCOG representative Lisa Bellinger reviewed the NOCCOG monthly newsletter with the Board, highlights included:

- ❖ NOCCOG is offering scholarships to high school students.
- ❖ Grants from Wadas Foundation may be helpful for playground funding.
- ❖ Mapping program continues.
- ❖ Webinar on brown trout continues.

For more information see www.nocccog.org

Fire Dept. President Phil Denison's report included:

- ❖ Thanked the Village Board for addressing the funding concerns.
- ❖ YTD calls: 176
- ❖ Emergency calls: 61 (40 were medical)
- ❖ The Fire Department has installed the new officers. Trustee LaPlante made the motion to approve the slate of officers listed below:
 - Chief – Bryan Christmas
 - 1st Asst. Chief: Donnelly VanPelt
 - 2nd Asst. Chief: Edwin Snow
 - 3rd Asst. Chief: Norm Wallis Jr.
 - 4th Asst. Chief: Nathan Brockway

The motion was seconded by Trustee Prieto and carried unanimously.

Chief Redden reviewed the police report with the Board. It is kept on file at the Police Dept.

The Codes Enforcement Officer Vincent DeBaise reviewed his report with the Village Board.

Superintendent Heller reviewed his report with the Board. It is available upon request.

Additions included:

- ❖ Debris pick up is ongoing.
- ❖ Quotes for radar signs were presented and discussed.

The deteriorated condition of Village Park benches was discussed. Trustee Prieto made the motion to purchase five park benches for the Village Park. Content replacement funds will be used to cover the costs, as several benches and parts for benches, were stored in the old garage. Trustee LaPlante seconded the motion and it carried unanimously.

Trustee Prievo made the motion to purchase a lawn mower from Cazenovia Equipment, in the amount of \$3,264.18. Friends of Forest Park has generously agreed to donate half the total cost. Trustee LaPlante seconded the motion and it carried unanimously.

Clerks report included:

A motion was made by Trustee LaPlante to approve the annual donation of flower wreaths to the Memorial Day parade. Trustee Prievo seconded the motion and it was carried unanimously.

The Village Office will be closed on May 10th for training.

Resolution #8 of 2023/2024

Titled: Development of Tax bills by Harris Local Government

WHEREAS on February 14th of 2023 the Village of Camden purchased updated software for the operations of Village Office.

WHEREAS new tax bills were to be developed.

BE IT RESOLVED by the Board of Trustees of the Village of Camden, Oneida County, New York, as follows:

Sec. 1. The Village Clerk is hereby authorized to issue payment in the amount of \$1000 to Harris Local Government for the specific purpose of paying the cost the development of Tax Bills, from the Capital Reserve- Office Equipment.

Sec. 2. The Resolution, is adopted subject to a permissive referendum, in accordance with Section 6-c of the General Municipal Law and Article 9 of the Village Law.

Sec. 3. The Village Clerk is hereby authorized to give notice of this Resolution and the fact that the same was adopted subject to a permissive referendum, by posting and publication as is required by Section 9-900 of the Village Law.

A motion was made by Trustee LaPlante to adopt Resolution #8 of 2023/24 subject to permissive referendum, entitled: Development of Tax bills by Harris Local Government. Seconded by Mayor Oatman.

Ayes - LaPlante, Prievo, Scoville, Oatman NAYS – none Absent – Kelley

Trustee Prievo made the motion to approve the following transfers for depleted funds:

Amount: \$2,818.57	From: A005410.10	To: A005142.10
\$5,900.00	From: A001990.40	To: A003120.33
\$365.00	From: A003410.20	To: A003410.45

Comm. LaPlante seconded the motion; it was carried unanimously.

IN ADHERING TO THE REQUIREMENTS OF THE ANNUAL ORGANIZATIONAL MEETING, THE FOLLOWING BUSINESS WAS ATTENDED TO:

GENERAL APPOINTMENTS:

Attorney	(one-year term)	Vincent / Evan Rossi	2025
Engineer	(one-year term)	Blue Line Engineering	2025
		Hogan Engineering	2025
Registrar of Vital Statistics	(one-year term)	Allyson Snow	2025
Emergency Coordinator	(one-year term)	Bryan Christmas	2025
Police Matron		unfilled	
School Traffic Officer	(one-year term)	Randall Holmes	2025
School Traffic Officer		unfilled	
Village Clerk	(two-year term)	Lynnette Carver	2025
Village Treasurer	(two-year term)	Abigail Meagher	2025

Deputy Clerk	(two-year term)	unfilled	
Public Works Supt.	(one-year term)	John Heller	2025
Working Supervisor	(one-year term)	Jeremy Angell	2025
Code Enforcement Officer	(one-year term)	Vincent De Baise	2025
Fire & Buildings C.E.O.	(one-year term)	Vincent De Baise	2025
Caretaker of Forest Park	(one-year term)	Matthew Huber	2025
Forest Park Reservation Off.	(one-year term)	Matthew Huber	2025
Village Historian	(one-year term)	Timothy Nichols	2025
Official Newspaper	(one-year term)	Queen Central News	2025
Official Depository	(one-year term)	M & T Bank	2025

Investment Policy.....The Village Clerk is authorized to invest monies in the following manner: Village monies must be deposited in FDIC-insured commercial banks or trust companies located within the state. The Clerk is authorized to use demand accounts and certificates of deposit. Permissible investments include obligations of the U.S. Treasury and U.S. agencies, and obligations of New York State or its localities. In addition, on October 25, 2023 the Village Board authorized the investment of Village monies in the NYCLASS.

BOARD/COMMITTEE APPOINTMENTS:

Water & Sewer Board (five-year positions):

Chairperson: Dave O’Hara.....2028
Commissioners: Robert Sauer.....2025
Ryan Dust.....2027
Michelle Kelley.....2028
Andrew Clark.....2029

Zoning Board of Appeals (five-year positions):

Chairperson: Richard Duerr.....2026
Commissioners: Jon Heaverin.....2028
Michael Young.....2028
Nathan Sharrott.....2027
Member.....unfilled

Planning Board (5-year positions):

Chairperson: Sally Sherwood.....2028
Members: Karen Light.....2028
Fred Huante.....2028
Mark Snow.....2028
Tim Scee.....2029

MISCELLANEOUS APPOINTMENTS:

Deputy Mayor.....Jeffery Kelley
Public Works Commissioner.....Todd Scoville
Police Commissioner.....Erin LaPlante
Administration Commissioner.....Jeffery Oatman
Water & Sewer Board Liaison.....Shawn Priervo
Planning Board Liaison.....Shawn Priervo
Zoning Brd. Of Appeals Comm.....Shawn Priervo
Recreation Commissioner.....Erin LaPlante
Insurance Commissioner.....Jeffrey Oatman
Fire Department Commissioner...Jeffery Kelley
Records Management Officer.....Lynnette Carver
Budget Director.....Jeffrey Oatman
Asst. Budget Director.....Abigail Meagher
Dog Control Officer.....Clayton Conover
Forest Park Commissioner.....Erin LaPlante
Health Commissioner.....Todd Scoville
DEC Liaison.....Jeffrey Oatman
Employment Discrimination & Harassment Comm...Jeffery Kelley & Jeffrey Oatman

Fire Police.....Richard Duerr Sr., Tim Wolff, David Smith, Donnelly VanPelt, Phil Denison, Richard Illingsworth, Steve Hall, Lorrie Wallis, Candance Wolff, Patricia Stace, John Melnick, Bruce Parker, Hayley Musachio, William Kantor, Robert Williams, and Erick Almodovar.

MEETING DATES:

Village Board.....The second Tuesday of the month at 5:30 p.m. To be held in the Village Office, 57 Main Street, Camden, New York.

2024-2025: April 9, 2024
May 14, 2024
June 11, 2024
July 9, 2024
August 13, 2024
September 10, 2024
October 18, 2024
November 12, 2024
December 10, 2024
January 14, 2025
February 11, 2025
March 11, 2025
April 8, 2025

Water and Sewer Board.....The second Monday of every month at 5:30 p.m. To be held in the Village Office.

2024-2025: April 8, 2024
May 13, 2024
June 10, 2024
July 8, 2024
August 12, 2024
September 9, 2024
October 14, 2024
November 11, 2024
December 9, 2024
January 13, 2025
February 10, 2025
March 10, 2025
April 14, 2025

Zoning Board of Appeals.....As needed, usually the Third Thursday of every month at 6:00 p.m. To be held in the Village Office.

Planning Board.....As needed, usually the third Tuesday of every month at 6:00 p.m. To be held in the Village Office.

Organizational Meeting.....April 8, 2025. To be held at 5:30 p.m. in the Village Office.

A motion was made by Trustee LaPlante to approve the appointments and seconded by Trustee Prievo. The motion carried unanimously.

IN FURTHER ADHERING TO THE REQUIREMENTS OF THE ANNUAL ORGANIZATIONAL MEETING THE FOLLOWING RESOLUTIONS WERE ATTENDED TO:

Upon annual review of the Citizen’s Notification Policy, a motion was made by Trustee Prievo to re-adopt the resolution establishing standards and practices for the notification of citizens in the event of compromise in the safeguarding of confidential information. The motion was seconded by Trustee LaPlante and carried unanimously. Said policy is on file and available for review at the Village Office.

Upon annual review of the established Rules of Procedure, a motion was made by Trustee LaPlante to adopt said rules to be followed by the Board of Trustees for the coming year. The motion was seconded by Trustee Prievo and carried unanimously. Said policy is on file and available for review at the Village Office.

Upon annual review of the non-union personnel rules, a motion was made by Trustee LaPlante to approve the newly revised rules. The motion was seconded by Trustee Prievo and carried unanimously. Said policy is on file and available for review at the Village Office.

Section D: LEAVE OF ABSENCE WITHOUT PAY will now include:

In accordance with the Family and Medical Leave Act, employees with more than 1250 hours of service in the prior twelve months with the Village, are eligible take 12 work weeks of unpaid leave for the following reasons: birth, adoption, or foster care placement of a child, and to bond with the child. An employee may use their sick or vacation time pay as an option for maternity leave rather than disability.

Section B 1 ATTENDANCE, will now read:

The Village Office will be open to the public Monday – Thursday 9:00 a.m. to 4:00 p.m. and Friday 9:00 a.m. to 12:00 noon.

This will replace paragraph 2: the Village Office will be open to the public Tuesday thru Thursday from 9:00 a.m. to 4:00 p.m.

Upon annual review of the Village of Camden Discrimination and Harassment Prevention Policy, it was found to needing updates. A motion was made by Trustee Prievo to adopt a newly updated Policy. The associated complaint form did not need update. The motion was seconded by Trustee LaPlante and carried unanimously. Said policy is on file and available for review at the Village Office.

Upon annual review of the established Workplace Violence Prevention Policy and Incident Reporting. The contact's name and phone number will be updated to reflect current personnel. A motion was made by Mayor Oatman to adopt said policy to be utilized in the upcoming year in helping to create a safe and secure environment for all Village Officials and Employees. The motion was seconded by Trustee LaPlante and carried unanimously. Said policy is on file and available for review at all Village workplace locations.

IN ADDITIONAL ADHERENCE TO THE REQUIREMENTS OF THE ANNUAL ORGANIZATIONAL MEETING, VILLAGE CLERK CARVER OFFERED THE FOLLOWING RESOLUTION FOR APPROVAL.

A motion was made by Trustee Prievo to pass the following resolution.

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, payroll, postage, freight, and express charges, medical, dental, eye and life insurance and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, payroll, postage, freight, and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: That this resolution shall take effect immediately.

Seconded by Trustee LaPlante and carried unanimously.

A motion was made by Trustee Prievo to pass the following resolution. The motion was seconded by Trustee LaPlante and carried unanimously.

WHEREAS the Board of Trustees has determined that Village Law 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED: That M & T Bank be, and is, hereby designated as a depository of this municipality, and that the officer and agents of this municipality be, and each of them is, hereby authorized from time to time to deposit any of the funds of this municipality with said depository and/or any of its branches, and until further order of the municipality, to withdraw the same from time to time upon checks or drafts or other instruments or orders for the payment of money, drawn in the name and on behalf of this municipality, and signed by Lynnette Carver and Abigail L. Meagher.

A motion was made by Trustee LaPlante that the Board of Trustees shall post an official undertaking in the amount of \$50,000. The undertaking shall cover the Village Clerk, Village Treasurer, Village Deputy Clerk, and any other public officials that have custody and/or control of Village money. The Board resolves to determine that such undertaking shall be executed by a surety company authorized to transact business in the State of New York, and that the expense thereof is to be a Village charge. The motion was seconded by Trustee Prievo and carried unanimously.

Upon annual review of the procurement policy, A motion was made by Trustee Prievo to re-adopt the current policy. The motion was seconded by Mayor Oatman and carried unanimously. Said policy is on file and available for review at the Village Office.

A motion was made by Trustee Prievo pass the following resolution. The motion was seconded by Trustee LaPlante and carried unanimously.

WHEREAS the Board of Trustees has determined to pay a standard mileage rate as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1: That the Board of Trustees shall approve reimbursement to such officers and employees at the same rate cents per mile as set by the NYS Comptroller's Office.

Section 2: That this resolution shall take effect immediately.

A motion was made by Trustee Prievo to pass the following resolution. The motion was seconded by Trustee LaPlante and carried unanimously.

WHEREAS there is to be held during the coming official year a) the NYS Conference of Mayors Annual Meeting and Training School; b) the NYS Conference of Mayors annual Public Works School; c) the NYS Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks; d) the NYS Chief of Police Conference; e) the Tug Hill Commission Annual Local Govt. Conference; f) the CNY Water works spring & fall workshops; g) NYS rural water workshops; h) North Country Clerks Assoc. meetings; i) NYS Assoc. of City and Village Clerks Executive Committee meetings; j) NYS Municipal Finance Officers Board of Directors meetings; k) Oneida County Highway Superintendents meetings; l) Oneida County Coalition meetings; m) NYS Building Officials Conference meetings; n) NYCOM Legislative meetings; o) International Institute of Municipal Clerks meetings/conferences; p) and any other training that is pertinent to the duties to particular offices/position(s).

WHEREAS it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1: That the following officers and employees are hereby authorized to attend the following schools: NYCOM's Annual meeting and training school-Mayor & Trustees; NYCOM's Public Works' School – Supt. of Public Works; NYCOM's Fall Training School for Fiscal Officers and Municipal Clerks-Village Clerk & Treasurer; NYS Chiefs of Police Training Conference-Police Chief; Tug Hill Commission Annual Local Govt. Conference-Mayor, Trustees, Village Clerk, Treasurer, Supt. of Public Works, Code Enforcement Officer, Planning and Zoning Board members; CNY Waterworks spring & fall workshops-Supt. of Public Works and DPW employees; NYS Rural Water workshops-Supt. of Public Works and DPW employees; North Country Clerk Assoc. meetings-Village Clerk & Treasurer; NYS Assoc. of City and Village Clerks Executive Committee meetings-Village Clerk; NYS Municipal Finance Officers Board of Directors meetings-Treasurer; Oneida County Highway Superintendents meetings-Commissioner & Supt. of Public Works; Oneida County Coalition meetings-Chief of Police; NYS Building Officials Conference meetings-Code Enforcement Officer; NYCOM Legislative meetings-Mayor, Trustees and Village Clerk; International Institute of Municipal Clerks meetings/conferences-Village Clerk.

Section 2: That this resolution shall take effect immediately.

Upon review of the Village of Camden Drug and Alcohol Testing Policy, Trustee Prievo made the motion to re-adopt said policy. The motion was seconded by Trustee LaPlante and carried unanimously.

At 7:34 p.m. Trustee LaPlante made the motion to enter into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion was seconded by Trustee Prievo and carried unanimously.

At 8:03 p.m. Trustee Prievo made the motion to adjourn from executive session and reconvene to regular board meeting already in session. The motion was seconded by Trustee LaPlante and carried unanimously.

Trustee Prievo made a motion to close the public hearing on the 2024-2025 proposed budget at 8:05 p.m. Seconded by Trustee LaPlante and carried unanimously.

Clerk Carver presented the 1st payroll register of April for the Board's review. A motion was made by Trustee LaPlante to execute approval of the submitted register. The motion was seconded by Trustee Prievo and carried unanimously.

A copy of the Treasurer's report was submitted for the Board's review and approval. A motion was made by Trustee LaPlante to approve the report as submitted. The motion was seconded by Trustee Prieto and carried unanimously.

The March bank reconciliations were submitted for the Board's review and execution. A motion was made by Trustee LaPlante to approve the statements as submitted. The motion was seconded by Trustee Prieto and carried unanimously.

A motion was made by Trustee Prieto to pay all audited bills on Abstract #11 in the amount of \$231,971.09; inclusive of capital project payments totaling \$121,033.19. The motion was seconded by Trustee LaPlante and carried unanimously.

Resolution #7 of 2023/2024

Titled: Annual Budget of 2024/2025

WHEREAS, this Board of Trustees has met at the time and place specified in the notice of public hearing on the tentative budget and heard all persons desiring to be heard thereon;

NOW THEREFORE, BE IT RESOLVED, that the tentative budget as amended and revised and as hereinafter set forth is hereby adopted as the 2024-2025 Village of Camden budget.

NOW THEREFORE, BE IT ALSO RESOLVED, the tax rate at \$260.00 per thousand dollars of assessed valuation.

A motion was made by Trustee Prieto to adopt Resolution #7 of 2023/24, entitled: Annual Village Budget of 2024-2025 and to set the tax rate at \$260.00 per thousand dollars of assessed valuation. Seconded by Trustee LaPlante.

Ayes - Oatman, Kelley, LaPlante, Prieto, Scoville NAYS – none Absent – none

As there was no further business to discuss, a motion to adjourn at 8:07 p.m. was made by Trustee Prieto. The motion was seconded by Trustee LaPlante and carried unanimously.

Respectfully Submitted
Lynnette Carver
Village Clerk