

December 10, 2024

A regular meeting of the Village Board began at 5:30 p.m. in the Village Office. Present were Mayor Jeffrey Oatman, Deputy Mayor Jeffery Kelley, Trustees: Erin LaPlante, Shawn Prievo, and Todd Scoville. Also, present were Superintendent of Public Works John Heller, Village Clerk Lynnette Carver, Codes Officer Vince DeBaise, Chief of Police Redden, NOCCOG representative Joe Rowland, Fire Dept. President Phil Denison, Kevin Brady, Camden Life Center representative Jessica Perusse, Ryan Scales, and Queen Central News Publisher Doug Cleveland.

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

Public comment was held.

Fire Dept. President Phil Denison's reported included:

- ❖ On Saturday 12/14/2024, the dept. will be participating in *Wreaths Across American* for fallen soldiers. A ceremony will be held at noon in Freedom Park.
- ❖ The dept. handled a total of 44 calls inclusive of: 5 MVA's and a couple of grass fire calls.

NOCCOG representative Joe Rowland reviewed the NOCCOG monthly newsletter with the Board, highlights included:

- ❖ Accounting classes are being offered by OSC.
- ❖ Webinars offered:
 - Pavement management
 - Oneida County changes to '.gov'

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

- ❖ Discussion was held concerning National Grid's plan to move the power lines on Main Street underground.

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

- ❖ The JAG grant funds have been received.
- ❖ *Shop with a Cop* will be held.
- ❖ The Dept. has submitted for 3 more grants.

Resolution #21 of 2024/25

Updating the Procurement Policy

BE IT RESOLVED:

After discussion the Village Board shall update the procurement policy levels as follows:

Estimated Amount
of Purchase Contract:

\$0 - \$1999

\$2,000 - \$3,999

\$4,000 - \$20,999

\$21,000 and over

Method:

At the discretion of the purchasing dept.

Documented telephone quotes or written/faxed/emailed quotations from three separate vendors (if available)

The purchase of items which are directly replacing items lost in the DPW fire (which occurred December 2022) up to the amount of \$2999 will no longer require three quotes, being deemed as emergency purchases.

Written/faxed/emailed quotes from at least four separate vendors (if available)

Competitive Bidding – Sealed bids pursuant to Section 103 of the General Municipal Law

Estimated Amount of
Public Works Contract:

\$0 - \$1,999

\$2,000 - \$3,999

\$4,000 - \$5,999

Method:

At the discretion of the purchasing department

Two verbal quotations (if available)

Two written/faxed/emailed quotations (if available)

\$6,000 - \$35,999	Three written/faxed/mailed quotations or written request for proposals
\$36,000 and over	Competitive Bidding – Sealed bids pursuant to Section 103 of the General Municipal Law

Trustee Prieto made the motion to update the procurement policy. Trustee LaPlante seconded the motion.

AYES – Oatman, Kelley, LaPlante, Prieto, Scoville NAYES – None ABSENT – None.

Superintendent Heller reviewed his report with the Board. It is available upon request; highlights included: Moving into new garage.

Clerks report included:

Resolution # 22 of 2024/25

Budget Amendment

Trustee LaPlante made the motion to increase revenue code A003990 -*State Aid Grants* by \$53,099.20; which is the total of the LETECH grant and JAG grant funds received, and increasing A009550.91-*Trans.Cap. Res. P.E.* by \$18,199.20 (the JAG grant total) & A003120.21- *Police Crime Prev. Equip* for \$34,900.00 (the LETECH grant total).

The motion was seconded by Trustee Kelley.

AYES- Oatman, Prieto, LaPlante, Scoville NYES- None ABSENT- None

Trustee Prieto made the motion to approve the following budgetary transfers to correct depleted funds:

Amount:	From:	To:
\$2.26	A001320.47	A001320.20

Trustee Scoville seconded the motion; it was carried unanimously.

Resolution #23 of 2024/25

Authorize Treasurer to make Budgetary Transfers

BE IT RESOLVED BY THE Village Board of Trustees of the Village of Camden:

The Village Treasurer is now authorized to make budgetary transfers to cover depleted funds up to the amount of one hundred dollars in any individual code per fiscal year.

Trustee Prieto made the motion. Mayor Oatman seconded the motion.

AYES – Oatman, Kelley, Prieto, LaPlante, Scoville. NAYS – None ABSENT – None

The office received a new Kyocera copier rather than the Cannon mentioned last month. BME offered the Kyocera which was faster and a lower overall price.

Old Business: None discussed.

New Business:

Clerk Carver informed the Board that the Town of Camden resolved to approve and execute the revised 2025 fire contract with the Village of Camden (originally submitted to Town Aug. of 2024. Revised copy sent Oct. 8th 2024). She further noted that the existing contract is due to expire at the end of December. Therefore, Trustee Kelley made a motion to approve and execute the Town of Camden fire contract (1/1/2025-12/31/2026). The motion was seconded by Trustee Prieto and carried unanimously.

At 7:00 p.m. Trustee Prieto 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 Kelley and carried unanimously.

At 7:49 p.m. Trustee Prieto 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 the motion to approve the nomination of Scott Sprole, by ZBA Chairman Richard Duerr, as ZBA member. Mr. Sprole's term will complete the fiscal year; at which time he will be eligible for a full five-year appointment during the annual organizational meeting. Trustee LaPlante seconded the motion and it was carried unanimously.

Clerk Carver presented the 1st payroll register of December 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 Scoville 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 Kelley to approve the report as submitted. The motion was seconded by Trustee Scoville and carried unanimously.

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

A motion was made by Trustee Prievo to pay all audited bills on Abstract #7 in the amount of \$96,667.44; inclusive of capital project payments totaling \$56,047.69. The motion was seconded by Trustee Kelley and carried unanimously.

As there was no further business to discuss, a motion to adjourn at 7:50p.m. was made by Trustee Scoville. The motion was seconded by Trustee LaPlante and carried unanimously.

Respectfully Submitted
Lynnette Carver
Village Clerk