

January 14, 2025

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, and Shawn Prievo. Also, present were Superintendent of Public Works John Heller, Village Clerk Lynnette Carver, CEO DeBaise, Chief of Police Redden, Fire Dept. President Phil Denison, Tracey & Jim Pappa, Heather & Jason Kent, Camden Life Center Rep. Jessica Perusse, Ken Light, 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 LaPlante and carried unanimously.

Trustee Prievo made the motion to approve the property-use request form for the St. Patrick Day Parade on March 22nd @ 1:00, by Senator Hayes. Trustee LaPlante seconded the motion and it carried unanimously.

Fire Dept. President Phil Denison's reported included:

- ❖ With the excess snow fall; buried fire hydrants were a concern.
- ❖ 637 Total call for the year.
- ❖ 39 Total calls for the month.
- ❖ A Casino Night will be held on March 8th at the Grape & Grog.

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

Trustee Scoville wished to discuss the current bill with Mr. Hogan of Hogan Engineering, prior to payment of the bill which was included on the Capital Project -DPW abstract. The bill will not be paid this abstract.

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

Proper documentation has been received from Officer La Perla's former employer and her civil service status of Part-time competitive will be reinstated. Trustee LaPlante made the motion to appoint A. La Perla as competitive permanent part-time police officer. Trustee Prievo seconded it and it carried unanimously.

Trustee LaPlante made the motion to accept the resignation of part-time Office Boyson, effective January 14th, 2025. It was noted that Office Boyson still owed the Village four hours of work, due to an overpayment issue. It was decided to not pursue the return of the funds as it may be cost prohibitive. Trustee Kelley seconded the motion, and it was carried unanimously.

The Board will no longer recognize resignations by motion.

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

- ❖ 18 permits were issued this year.
- ❖ 54 violations for the year.

Clerks report included:

- ❖ NOCCOG will cover the cost of one Local Gov't Conference registration for the Village of Camden.
- ❖ The Office is now accepting credit card payments in office and on the website.
- ❖ Foil requests have doubled in recent years
- ❖ File inventory is continuing.
- ❖ SOP's are being developed.

Trustee LaPlante made the motion to approve the following transfers to cover depleted funds:

| | |
|--------------------|---|
| Amount: \$6,980.35 | From: A001990.40 Contingent Account |
| | To: A003120.33 Building Maintenance |
| \$ 832.90 | From: A001990.40 Contingent Account |
| | To: A003120.34 Police computer Software Helpline |
| \$ 182.20 | From: A001990.40 Contingent Account |
| | To: A003120.40 Police contractual Office Supplies |

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

Trustee Kelley made the motion to approve the following property-use requests:

1. Walk for NF held in Forest Park on May 10th
2. Use of Village Office for a republican party meeting on January 16th & 28th

Trustee LaPlante seconded the motion and it was carried unanimously.

Old Business:

Resolution #24 of 2024/25

Revising recent Updates to the Procurement Policy

BE IT RESOLVED:

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

Estimated Amount

Method:

of Purchase Contract:

\$0 - \$1999

At the discretion of the purchasing dept.

\$2,000 - \$3,999

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.

\$4,000 - \$19,999

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

\$20,000 and over

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

Estimated Amount of

Public Works Contract:

Method:

\$0 - \$1,999

At the discretion of the purchasing department

\$2,000 - \$3,999

Two verbal quotations (if available)

\$4,000 - \$5,999

Two written/faxed/emailed quotations (if available)

\$6,000 - \$34,999

Three written/faxed/emailed quotations or written request for proposals

\$35,000 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 Kelley seconded the motion.

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

New Business:

At 7:26 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 Kelley and carried unanimously.

At 8:17 p.m. Trustee LaPlante made the motion to adjourn from executive session and reconvene to regular board meeting already in session. The motion was seconded by Trustee Scoville and carried unanimously.

Resolution #25 of 2024/25

CALL-IN TIME UPDATED IN PERSONNEL RULES SECTION A, PROCEDURE AND ADMINISTRATION, SUBSECTION 1, titled: SALARY.

WHEREAS, the Village Board of the Village of Camden maintains personnel rules, endeavoring to create equitable and fair working conditions for all employees.

NOW THEREFORE BE IT RESOLVED:

The wording of the Village of Camden non-union personnel rules SECTION A, Subsection 1 will include the following sentence:

Call in pay shall be limited to one - two hour payment per calendar day.

Trustee Prievo made the motion to update the procurement policy. Trustee Kelley seconded the motion.

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

Clerk Carver presented the 1st payroll register of January 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 Kelley 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 Prievo and carried unanimously.

The December bank reconciliations were submitted for the Board's review and execution. A motion was made by Trustee Scoville 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 #8 in the amount of \$27,958.03; there were no capital project payments. The motion was seconded by Trustee LaPlante and carried unanimously.

As there was no further business to discuss, a motion to adjourn at 8:19 p.m. was made by Trustee Kelley. The motion was seconded by Trustee Prievo and carried unanimously.

Respectfully Submitted
Lynnette Carver
Village Clerk