

Village Board of Trustees Monthly Meeting

December 9, 2024

The monthly meeting of the Village Board of Trustees was held on the 9th of December 2024 at 7:15 PM, in the Auditorium of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.

Members Present: Jan Tighe, Mayor; Amy Dobrzynski, Trustee; and Jeffrey Fowler, Trustee; Melissa Wadkinson, Trustee; and Mark Dobrzynski, Trustee.

Absent: None

Village Staff/Officials in Attendance: Michael Martin, Chief of Police; Catherine Spinney, Village Clerk/Treasurer; John Howland, Code Enforcement Officer; and Jennifer Gibbs, Deputy Clerk.

Guest(s): Heidi Tompkins, Tim Crouch, and Shelley Joss.

Agenda Items #1: Call to Order

The Meeting was called to order at 7:15 PM with Mayor Jan Tighe leading the Pledge of Allegiance to the American Flag.

Melissa Wadkinson made the motion to open the public hearing regarding the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative. The project includes the following properties: 4881, 4876, 7873, 4961-63 N. Jefferson., 4826 Salina Street, and 110 Lewis Street. Jeffrey Fowler seconded the motion, and it passed unanimously. Jeffrey Fowler disclosed that he owned two properties included in the grant. There was no public comment. Amy Dobrzynski made the motion to close the public hearing at 7:16 PM. Melissa Wadkinson seconded the motion, and it passed with all in favor.

Organizational Meeting

Agenda Item #2: Jeffrey Fowler made a motion to open the Organizational Meeting at 7:17 PM. Amy Dobrzynski seconded the motion, and it passed with all in favor.

- a. The motion to appoint the following was made by Amy Dobrzynski and seconded by Melissa Wadkinson.
 - i. Deputy Mayor/Parks – Jeffrey Fowler
 - ii. Commissioner of Police – Amy Dobrzynski
 - iii. Commissioner of Codes & Zoning – Melissa Wadkinson and Mark DobrzynskiThe motion passed 5-0.
- b. Resolutions for 2024-2025.
 - i. Jeffrey Fowler made the motion to pass Resolution #1, Advance Approval of Claims. Melissa Wadkinson seconded the motion, and it passed with all in favor.
 - ii. Jeffrey Fowler made the motion to pass Resolution #2, Updating the Mileage Allowance to 0.67 cents per mile as established by the IRS on January 1, 2024. Amy Dobrzynski seconded the motion, and it passed with all in favor.

- iii. Melissa Wadkinson made a motion to pass Resolution #3, Municipal Officials and Employees Attendance to Schools, Conferences, and Seminars. The Village will pay for officials and employees to attend the above when they benefit the Village. Jeffrey Fowler seconded the motion, and it passed unanimously.
 - iv. The motion to pass Resolution #4, Designating Depositories was made by Jeffrey Fowler and seconded by Amy Dobrzynski. The motion designates Community Bank, NYCLASS, and Pathfinder as the Villages depository banks. The motion passed 5-0.
 - v. Melissa Wadkinson made the motion to pass Resolution #5, Adopting the Meeting Schedule. Mark Dobrzynski seconded the motion, and it passed with all in favor.
 - vi. Mark Dobrzynski made the motion to pass Resolution #6, Procedure for Calling a Special Meeting. Melissa Wadkinson seconded the motion, and it passed with all in favor.
 - vii. The motion to pass Resolution #7, Standard Workday and Reporting for Employees was made by Mark Dobrzynski and seconded by Jeffrey Fowler. The motion carried.
 - viii. Amy Dobrzynski made the motion to pass Resolution #8, Standard Workday Reporting for Elected and Appointed Officials. Mark Dobrzynski seconded the motion, and it passed 5-0.
- c. The Board Reviewed and Jeffrey Fowler made a motion to continue to accept the Code of Ethics with no changes and Village Procurement Policy changing section 6c, regarding second-hand goods, to allow the purchase of second-hand items with due diligence, Amy Dobrzynski seconded the motion, and it passed with all in favor.
- d. Amy Dobrzynski made a motion to continue the Policy for Conducting Meetings for the Village of Pulaski. Mark Dobrzynski seconded the motion, and it passed 5-0.
- e. Reappointments:
- i. The motion to appoint Shawn Doyle as Village Historian was made by Amy Dobrzynski and seconded by Mark Dobrzynski. The motion passed unanimously.
 - ii. The motion to reappoint Graham Seiter as Village Attorney was made by Melissa Wadkinson. Jeffrey Fowler seconded the motion, and it passed with all in favor with the condition that the Board revisit the appointment in January.

Mark Dobrzynski made the motion to close the organizational meeting at 7:32 PM. Melissa Wadkinson seconded the motion, and it passed unanimously.

Regular Meeting of the Village Board of Trustees

Agenda Items #1: Public Comment

Shelley Joss asked if the Village was responsible for the snow removal on Village sidewalks and why it took longer than usual to clear the sidewalk to the high school. Jan Tighe responded that there was some kind of agreement to clear parts of the business districts long before she was on the Board and was not sure when. The sidewalk to the high school was delayed being cleared because of an equipment breakdown. Shelley Joss also commented on the lack of enforcement of two hour parking along Main Street.

Agenda Items #2: Report from Tug Hill Circuit Rider

Heidi Tompkins reviewed the Tug Hill Commission's December 2024 monthly newsletter.

Agenda Item #3: Haldane & Comprehensive Planning/Energy Board

There were not any minutes for the Haldane Center. The Board reviewed the minutes from November 2024 Comprehensive Planning.

Agenda Item #4: Approval of Minutes

Jeffrey Fowler made a motion to accept the minutes from November 2024. Amy Dobrzynski seconded the motion, and it passed with Jan Tighe, Amy Dobrzynski and Jeffrey Fowler voting yes. Melissa Wadkinson and Mark Dobrzynski abstained.

Agenda Item #5: Approval of Staff Reports

The motion to approve the Building & Code, DPW, and Police staff reports was made by Melissa Wadkinson and seconded by Jeffrey Fowler. The motion passed 5-0.

Agenda Item #6: Approval of Vouchers Jeffrey Fowler made the motion to approve the General Fund (\$263,925.33) and TA (\$773.00) vouchers with a second from Amy Dobrzynski. The motion passed with all in favor.

Agenda Item #7: Approval of the Treasurer's Report

The motion to approve the November 2024 Treasurer's Reports was made by Mark Dobrzynski and seconded by Melissa Wadkinson. The motion passed unanimously.

Agenda Item #8: Old Business

A. Grants

1. It was noted that the snow removal of the sidewalk from the Village to the high school is the Village's responsibility as it is written in the grant. Selkirk Landing is responsible for clearing the snow on their section of the sidewalk. The Village will also have a student from the high school conduct a follow up survey of the foot traffic along the sidewalk.
2. The Village received a total of \$155,000.00 in grants from the NYS program Climate Smart Communities. Once the Village is under contract it will purchase two electric vehicles. The Village will order two Ford Lightnings. The Village is also working on updating the software for the car charges in the rear of the Snow Memorial Building. The original software company has gone out of business. Jeffrey Fowler made the motion to adopt Resolution No. 12 of 2024 to purchase two electric vehicles, do energy efficient building modifications, and upgrade lawn care equipment with these costs to be reimbursed with funding through the Clean Energy Community Grants. Amy Dobrzynski seconded the motion, and it passed with all in favor.

Agenda Item #9: New Business

- A. Melissa Wadkinson made the motion to accept the resignation of Nancy Ebert Stevenson effective December 18, 2024. Jeffrey Fowler seconded the motion, and it passed with all in favor.
- B. The motion to accept the resignation of John Howland effective December 31, 2024, was made by Mark Dobrzynski and seconded by Melissa Wadkinson. The motion passed 5-0.

Jeffrey Fowler made a motion to reappoint Mr. Howland effective January 1, 2025. He will be part-time. Melissa Wadkinson seconded the motion, and it passed unanimously.

- C. The Village has received two quotes to repurpose unused space to move and expand the police department to the area of the code office and move code to the current police station. The Village intends to use Snow Memorial grants for construction and will be done in stages. There should be very little furniture required for either of the new spaces. Jeffrey Fowler made the motion to allow the Village to look for funding for the project. Amy Dobrzynski seconded the motion, and it passed with all in favor.
- D. The Board decided to table review of the Subdivision, Rental Registration and proposed Vacant Building laws until more trustees are able to read and offer input. The discussion of the proposed Vacant Building law included the necessity of attorney advise, vacant properties devaluing neighborhoods, that the law would apply to both residential and commercial properties, public notice and grace periods.
- E. A new cemetery policy limiting/closing the cemetery burials between November 1st and April 1st annually was discussed. Lot sales will be allowed during this time weather permitting. A draft will be submitted next month.
- F. The motion to reappoint Craig Waite to the Sewer Board was made by Mark Dobrzynski and seconded by Jeffrey Fowler. The motion passed with all in favor.
- G. Melissa Wadkinson made the motion to rehire Rick Miick to the DPW. Mark Dobrzynski seconded the motion, and it passed unanimously.

- H. Melissa Wadkinson made a motion to appoint Kimberly Bedient to the Planning Board. Jeffrey Fowler seconded the motion, and it passed unanimously.

The motion to appoint Josh Menio to the Planning Board was made by Jeffrey Fowler and seconded by Melissa Wadkinson. The motion passed with Jan Tighe, Jeffrey Fowler, and Melissa Wadkinson voting yes, Amy Dobrzynski abstained, and Mark Dobrzynski voted no.

Melissa Wadkinson made the motion to appoint Ernie Wheeler as Chair of the Planning Board. Jeffrey Fowler seconded the motion, and it passed 5-0.

- I. Amy Dobrzynski made the motion to approve the 2025 Village Holidays. Melissa Wadkinson seconded the motion, and it passed with all in favor.

Agenda Item #10: Other

- A. Drop off stocking stuffers for Veterans at the food pantry, 12 Bridge Street.
- B. Thank you notes will be mailed out to Charlie Trust for the landscaping working in front of the Snow Memorial Building, Nancey Ebert Stevenson for her many years of work at the DPW and Village Cemetery, PROP for Light UP Pulaski, and the Lura Sharp Elementary PTG for the Reindeer Dash/Run.
- C. Tim Crouch was interested possibly in joining a Village Board. He lives outside of the Village and would only be eligible for the Tree Committee and Historical Review Committee if there are openings. Shelley Joss asked if the riverwalk was open and cleared through the winter. Neither are cleared but are open at your own risk. Mayor Jan Tighe encouraged residents and Board members alike to contact the DOT to recommend changing the speed limit at the high school to 20 miles per hour.

Agenda Item #11: Executive Session/ Adjournment

A motion was made by Amy Dobrzynski to adjourn the meeting at 9:04 PM. Jeffrey Fowler seconded the motion, and it passed 5-0.

Next Regular Village Board Meeting and Public Hearing will be on January 13, 2025, at 7:15 PM.

Presented & Approved

Jennifer Gibbs, Deputy Clerk