

At the Regular Meeting
of the Malone Village Board,
Held on May 22, at 5:30PM
At 343 West Main St. the
Following were present:

Andrea Dumas	Mayor
Archie McKee	Trustee
Norman Bonner	Trustee
Matthew Boyea	Trustee
Brian Langdon	Trustee

Excused Absence

Christopher Premo, Chief of Police
Brian Lamondie, Code Officer

Also in Attendance:

Rebaha Scaccia, Village Clerk	Alex Violo, Telegram
Kristine Lashway, Treasurer	Rachel Child
Veronica King	Jason Smart
Chad Lawrence	Dr. Calvin Martin
Tom Schulz	

Mayor Dumas called the meeting to order at 5:30PM.

Pledge of Allegiance

Mayor Dumas asked for a moment of silence to be observed for the passing of Earl and Joan Lavoie. They will be sorely missed.

Mayor Dumas offered a heartfelt Happy Birthday to Hazel Brown in honor of her 93rd Birthday.

APPROVE THE MINUTES OF THE REGULAR MEETING

05/08/2023

Upon the motion of Trustee Langdon with a second by Trustee Bonner and unanimously carried to approve the minutes and place on file.

APPROVE THE MINUTES OF THE WORK SESSION

05/17/2023

Upon the motion of Trustee Bonner with a second by Trustee McKee and unanimously carried to approve the minutes and place on file.

TREASURER'S REPORT

PAY BILLS:

Fund	Amount	# of Bills Audited
DPW Building Capital Project	\$ 4,210,000.00	1
General/Sewer/Water	\$ 76,283.85	55
Joint Recreation Fund	\$ 19,465.66	9
State Grant Fund	\$ 1,924.11	1
Trust & Agency	\$ 104,878.97	10
Grand Total	\$4,412,522.59	76

Upon the motion of Trustee McKee with a second by Trustee Bonner and unanimously carried to approve the bills and place them on file.

➤ **Resolution 75-2023 – 2022-2023 Budget Amendment No. 24**

**VILLAGE OF MALONE
RESOLUTION NO. 75-2023
2022-2023 Budget Amendment No. 24**

Related to the appropriation and/or transfer of funds:

Now, therefore be it resolved: The Village Board of Trustees amends their Budget as follows:

FROM	Board Website Updates	A1010.424	\$ 360.00
FROM	Board Travel Expenses	A1010.470	\$ 500.00
FROM	Mayor Travel Expenses	A1210.470	\$ 334.00
FROM	Professional Services	A1320.440	\$ 500.00
FROM	Treasurer Unused Sick Time	A1325.153	\$ 269.75
FROM	Police Unused Sick Reserve	A3120.164R	\$ 53,658.68
FROM	Unemployment Expense	A9050.800R	\$ 5,000.00
TO	Police Officers Regular Pay	A3120.160.01	\$ 48,000.00
TO	PD Dispatchers	A3120.170.01	\$ 400.00
TO	Police Purchased Services	A3120.440	\$ 1,034.84
TO	Police Vehicle Maintenance	A3120.461	\$ 700.00
TO	Streets Clothing Allowance	A5110.410.22	\$ 248.19
TO	Machinery Clothing Allowance	A5130.410.22	\$ 239.40
TO	Social Security	A9030.800	\$ 10,000.00

FROM	State Forfeiture Fund Reserve	A511S	\$ 89.99
TO	Other Exp - State Forfeiture	A3120.491RS	\$ 89.99
	*Scale		
FROM	Federal Forfeiture Fund Reserve	A511F	\$ 1,321.75
TO	Equipment - Federal Forfeiture	A3120.200RR	\$ 1,321.75
	*Kustom Signals, Inc.		
FROM	Federal Forfeiture Fund Reserve	A511F	\$ 2,401.94
TO	Other Exp - Federal Forfeiture	A3120.490R	\$ 2,401.94
	*Ammo, Training, Radar Repair		
INCREASE	Sewer Rents Revenue	G2120.00	\$ 25,000.00
INCREASE	Sewer Regular Wages	G8120.160	\$ 8,900.00
INCREASE	Sewer Bldg Maintenance	G8120.460	\$ 6,000.00
INCREASE	Sewer Dept. Equipment Repairs	G8120.461	\$ 10,000.00
INCREASE	WWTP Equipment Repairs	G8130.461	\$ 100.00
FROM	Sewer Contingency	G1990.00	\$ 10,000.00
TO	Sewer Regular Wages	G8120.160	\$ 10,000.00
INCREASE	JR Rentals Revenue	J2410.00	\$ 1,438.77
INCREASE	JR Sale of Equipment	J2665.00	\$ 9,900.00
INCREASE	JR Contingency	J1990.000	\$ 8,737.77
INCREASE	JR Maintenance Staff	J7140.160	\$ 2,000.00
INCREASE	Purchased Services	J7140.440	\$ 376.00
INCREASE	Social Security	J9030.800	\$ 225.00

Motion Made By: Trustee McKee

Seconded By: Trustee Bonner

Approved by Board of Trustees on: May 22, 2023

➤ **Resolution 76-2023 – Water Capital Reserves**

**VILLAGE OF MALONE
RESOLUTION NO. 76-2023**

WATER CAPITAL RESERVES

BE IT RESOLVED that the Village of Malone Board of Trustees has determined that the funds from the Water Capital Reserves are needed to pay existing Water System Improvement obligations (Third Well Project) in the sum of \$106,700.75. The Village Board of Trustees authorizes the transfer of an amount not to exceed One Hundred Six Thousand Seven Hundred and Seventy-Five Cents (\$106,700.75) from the Water Capital Reserve Fund.

Motion Made By: Trustee Bonner

Seconded By: Trustee Boyea

Approved By Board of Trustees on: May 22, 2023

POLICE CHIEF'S REPORT

- **Resolution 77-2023 – Approval for Chief to Attendance at NY First Responders Summit in Washington, DC**

VILLAGE OF MALONE RESOLUTION NO. 77-2023

APPROVAL OF CHIEF PREMO'S ATTENDANCE AT THE NEW YORK FIRST RESPONDERS SUMMIT JULY 27TH IN WASHINGTON, DC

WHEREAS, the Chief of Police has requested approval to attend the New York First Responders Summit on July 27, 2023, in Washington, DC; and

WHEREAS, all training and travel will be covered using Federal Forfeiture Funds;

NOW THEREFORE BE IT RESOLVED, The Village Board of Trustees approves the Chief's request to attend the New York First Responders Summit on July 27, 2023, in Washington, DC.

Motion Made By: Trustee Boyea

Seconded By: Trustee Langdon

Approved By the Board of Trustees on: May 22, 2023

DPW REPORT

- **DANC 2023 March Report**

Report was reviewed and placed on file.

- **Resolution 78-2023 – Duane Street Pump Station Electrical Bid Award**

**VILLAGE OF MALONE
RESOLUTION NO. 78-2023**

AUTHORIZATION TO AWARD BID FOR ELECTRICAL SERVICES FOR DUANE STREET PUMP STATION

WHEREAS, the Village of Malone advertised in the Malone Telegram a Request for Quotes for Electrical Services for repairs to the Duane Street Pump Station, due by June 12, 2023; and

WHEREAS, two quotes were received; one from Dow Electric at a quote of \$32,700.00, and one from Next Era Contracting, Inc. at a quote of \$25,000.00;

NOW THEREFORE BE IT RESOLVED: The Village Board of Trustees awards the Electrical Services Bid to Next Era Contracting, Inc. at the quoted price of \$25,000.00, with the work to begin after June 1, 2023.

Motion Made By: Trustee Boyea

Seconded By: Trustee Langdon

Approved By Board of Trustees on: May 22, 2023

- **Resolution 79-2023 – Authorization to Hire a Water/Wastewater Treatment Plant Operator Trainee**

**VILLAGE OF MALONE
RESOLUTION 79-2023**

APPROVAL TO HIRE A WATER/WASTEWATER TREATMENT PLANT OPERATOR TRAINEE

WHEREAS, the Village of Malone has a vacancy in the position of Water/Wastewater Treatment Plant Operator Trainee; and

WHEREAS, the Village received an application from a qualified candidate and has completed the interview process;

NOW THEREFORE BE IT RESOLVED, The Village Board of Trustees approves the hiring of Marc Fullum to the full-time position of Water/Wastewater Treatment Plant Operator Trainee at a rate of \$17.50 per hour.

Motion Made By: Trustee Bonner

Seconded By: Trustee Langdon

Approved By the Board of Trustees on: May 8, 2023

➤ **Village of Malone Sewer System Management Plan/Certification Update of Plan**

**VILLAGE OF MALONE
RESOLUTION NO. 80-2023**

APPROVAL OF THE SEWER SYSTEM MANAGEMENT PLAN

WHEREAS, the Village of Malone received a notice from the New York State Department of Environmental Conservation requesting the development and submission of a Sewer System Management Plan for the Village of Malone; and

WHEREAS, DANC has submitted such plan for the Boards review; and

NOW, THEREFORE BE IT RESOLVED, the Village Board of Trustees does hereby approve the Sewer System Management Plan as submitted by DANC.

Motion Made By: Trustee Boyea

Seconded By: Trustee Langdon

Approved by Board of Trustees on: May 22, 2023

➤ **DPW Departmental Updates as of 5.22.2023**

Report reviewed and placed on file.

➤ **Water Meter – Malone Central School**

Notification from school that a safety hydrant will be installed at the new track. No action taken by the Board.

➤ **Main Street Lights – TABLED**

➤ **NYS SOT Main Street Letter Response**

Mayor Dumas updated the Board that she is still working with the NYS DOT to have the fence on the Main Street Bridge replaced.

CODE REPORT

➤ **Building Permit Activity Report and Violation Activity Report for 05/09/23 – 05/22/2023**

Reports noted and placed on file.

CORRESPONDENCE

- **Friends of the North Country – CDBG Project Status Update as of May 22, 2023**

Report reviewed and placed on file.

- **Resolution 81-2023 Authorization of Capital Expenditure for CDBG VOM 20-09**

VILLAGE OF MALONE RESOLUTION NO. 81-2023

AUTHORIZATION OF CAPITAL EXPENDTURE FOR #VOM-20-09

At a regular Meeting of the Village Board of the Village of Malone, a Municipality with offices at 343 West Main Street, Malone, New York, duly called (a quorum being present) and held at the Village Hall, located in the Village of Malone, County of Franklin, State of New York, on **May 22, 2023**, the following Resolution was duly adopted and is now in full force and effect:

A Motion was made by Trustee Langdon and Seconded by Trustee Bonner, to authorize the capital expenditure of **\$25,900.00**, plus administrative, project delivery, and other soft costs, in accordance with the Village of Malone Housing Rehabilitation Program, for project **#VOM-20-09**.

Motion Carried.

In Witness Whereof, I have hereunto set my hand as Village Clerk of the Village of Malone, on this May 22nd day of May, in the year 2023.

- **Resolution 82-2023 Authorization of Additional Capital Expenditure for CDBG VOM 20-11**

VILLAGE OF MALONE RESOLUTION NO. 82-2023

AUTHORIZATION OF ADDITIONAL CAPITAL EXPENDTURE FOR #VOM-20-11

At a regular Meeting of the Village Board of the Village of Malone, a Municipality with offices at 343 West Main Street, Malone, New York, duly called (a quorum being present) and held at the Village Hall, located in the Village of Malone, County of Franklin, State of New York, on **May 22, 2023**, the following **Resolution** was duly adopted and is now in full force and effect:

A **Motion** was made by Trustee Bonner and Seconded by Trustee Langdon, to authorize additional capital expenditure of **\$9,077.00**, plus administrative, project delivery, and other soft costs, in accordance with the Village of Malone Housing Rehabilitation Program, for project **#VOM-20-11**.

Motion Carried.

In Witness Whereof, I have hereunto set my hand as Village Clerk of the Village of Malone, on this 22nd day of May, in the year 2023.

- **Resolution 83-2023 Authorization of Additional Capital Expenditure for CDBG Project VOM-20-05**

**VILLAGE OF MALONE
RESOLUTION NO. 83-2023**

AUTHORIZATION OF ADDITIONAL CAPITAL EXPENDITURE #VOM-20-05

At a regular Meeting of the Village of Malone Village Board, a Municipality with offices at 343 West Main Street, New York, duly called (a quorum being present) and held at the Village Hall, located in the Village of Malone, County of Franklin, State of New York, on **May 22, 2023**, the following **Resolution** was duly adopted and is now in full force and effect:

A Motion was made by Trustee McKee and Seconded by Trustee Langdon, to authorize additional capital expenditure of **\$20,450.00**, plus administrative, project delivery, and other soft costs, in accordance with the Village of Malone Housing Rehabilitation Program, for project **VOM-20-05**.

Motion Carried.

In Witness Whereof, I have hereunto set my hand as Village Clerk of the Village of Malone, on this 22nd day of May, in the year 2023.

- **North Country Community College – Building Permit Request**

No Action Taken.

- **Town of Malone – Shared Services Agreement Notification**

**VILLAGE OF MALONE
RESOLUTION NO. 84-2023**

SHARED HIGHWAY SERVICES AGREEMENT WITH TOWN OF MALONE

WHEREAS, the Town of Malone has requested Shared Services with the Village of Malone; and

WHEREAS, no charges will be levied against either municipality for these shared services; and

WHEREAS, this agreement will be for a period of five (5) years;

NOW THEREFORE BE IT RESOLVED: The Village Board of Trustees approves the request for Shared Highway Services between the Town of Malone and the Village of Malone Highway Department.

Motion Made By: Trustee Bonner

Seconded By: Trustee McKee

Approved By Board of Trustees on: May 22, 2023

UNFINISHED BUSINESS

➤ Downtown Malone Strategic Plan Presentation – Rachel Child

Rachel Child presented the Village Board the completed Downtown Malone Strategic Plan Document. Ms. Child noted that this was a necessary step in ensuring the availability of additional funding opportunities to assist in bringing this plan into fruition.

NEW BUSINESS

➤ Resolution for Approval of Annual Water Usage Forgiveness for American Legion Ballfield

NO Action Taken on Resolution

➤ Resolution 82-2023 Adoption of the Updated Village of Malone Employee Handbook

VILLAGE OF MALONE RESOLUTION NO. 85-2023

ADOPTION OF UPDATED EMPLOYEE HANDBOOK

WHEREAS, the Board of Trustees of the Village of Malone has made numerous updates to their policies and procedures; and

WHEREAS, the Board of Trustees has retained Public Sector HR Consultants LLC to assist with updating the Village's Employee Handbook; and

WHEREAS, the Board of Trustees has reviewed the draft of said Employee Handbook;

NOW THEREFORE, BE IT RESOLVED, this 22nd day of May, 2023 that the attached document be adopted as the official, updated Employee Handbook of the Village of Malone; and

BE IT FURTHER RESOLVED, that the updated Village of Malone Employee Handbook shall be distributed, with signed acknowledgment, to all Village officials and employees.

Motion made by: Trustee Boyea
Seconded by: Trustee Langdon
Approved by the Board of Trustees: May 22, 2023

NEXT MEETING:

- Next Public Hearing/Regular Board Meeting, Monday, June 12, 2023 at 5:00PM; Work Session, Wednesday, TBD, at 9:00AM.

PUBLIC COMMENTS

No public comments.

EXECUTIVE SESSION

Upon the motion of Trustee Boyea with a second by Trustee Bonner and unanimously carried to go into Executive Session.

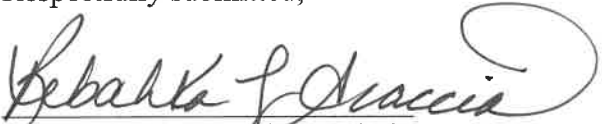
Upon the motion of Trustee McKee with a second by Trustee Boyea and unanimously carried to come out of Executive Session.

Upon the motion of Trustee McKee with a second by Trustee Langdon and unanimously carried to go back into Regular Session.

ADJOURNMENT

Upon the motion of Trustee Boyea with a second by Trustee Bonner and unanimously carried to adjourn the meeting at 7:55PM.

Respectfully submitted,


Rebahka Scaccia, Village Clerk