

MINUTES OF THE CITY COUNCIL MEETING  
HELD ON  
March 8, 2023

The regular meeting of the Mechanicville City Council was held at the Senior Center, 178 North Main Street, Mechanicville, New York on Wednesday March 8, 2023.

Mayor Butler: Called the meeting to order at 6:01 P.M.

Mayor Butler led the Pledge of Allegiance to the Flag.

Roll Call:	Mayor Butler	Present
	Commissioner Seber	Present
	Commissioner Johnson	Present
	Commissioner Sgambati	Present
	Commissioner Hosley	Present

Motion to accept the February 8, 2023 Meeting Minutes:

Motion: Mayor Butler      Seconded by: Commissioner Hosley

AYES: 5      NAYES: 0

Motion to accept the February 27, 2023 Special Meeting Minutes:

Motion: Mayor Butler      Seconded by: Commissioner Hosley

AYES: 5      NAYES: 0

**Commissioner Reports:**

Mayor Butler stated there are a lot of properties that have been putting furniture out along with there trash and Twin Bridges stated they will not pick up furniture. He added the Building/Code Enforcement Officer is going to start writing citations to home owners. He went on to say homeowners can bring it to DPW for a small fee but they are not choosing to do that. Mayor Butler stated he received a call from CDTA and they have finally received their fleet of busses but we won't see the expansion of four (4) to six (6) additional vans for a least another month.

Commissioner Seber announced the Accounts office will be open on Saturday March 11<sup>th</sup> from 9am to 12pm and that the Charter Review Committee meeting that was scheduled for March 13<sup>th</sup> is cancelled. He added they had a very productive meeting on March 1<sup>st</sup> and the committee would like to collaborate to discuss the suggestions and questions that came up at the last

meeting. He added they will still be having the scheduled meeting on March 23<sup>rd</sup> and will probably have another one in April.

Commissioner Johnson gave the monthly Treasurer's report which is attached to the minutes.

Commissioner Sgambati thanked his DPW team for a great job on the snowstorm on February 23<sup>rd</sup> and on February 28<sup>th</sup>, he added he had two (2) guys out with COVID for both storms and he had only four (4) guys to handle all of the streets and sidewalks and they did a great job. He added their responsibility is to keep the roads open as much as possible. He added he can not believe how many empty driveways he sees when he is plowing and stated if there are cars on the roads they do not get plowed as good as they should. He asked residents that have stone driveways to refrain from pushing the stones into the streets. He added that the DPW crews do not purposely push snow in front of driveways or sidewalks, they will have residents as much as they can.

Commissioner Hosley gave several dates of events that are coming up, they are as follows:

- March 16<sup>th</sup> – St. Patrick's Day Luncheon at 12:00pm and the Irish Cloggers will be dancing at 1:00 pm.
- April 1<sup>st</sup> – Easter in Tallmadge Park 1:00pm
- April 2<sup>nd</sup> – Anything That Floats
- June 2<sup>nd</sup> – Duck Derby on the Dock
- July 8<sup>th</sup> – Family Day in the Park

Commissioner Hosley added that the Family Day Committee could really use volunteers.

Chief Rabbit had nothing to report, his monthly report is attached to the minutes.

### **Public Comment:**

Marylou Cebula asked who was on the committee for the employee handbook changes, if there were CSEA or PBA members

Commissioner Seber stated it was one (1) Commissioner and three (3) City Hall Staff members, and that CSEA and PBA have their own contracts.

Marylou Cebula stated the handbook has mis-spellings and a thrown together quality to it. She went on to state changes she was disappointed the welcome message and heritage were removed from the handbook. She added she is concerned because she was informed that all new changes were bold and underlined but in reviewing it that is not the case there were several sections that were not in bold and underlined which made going through the document difficult. She pointed out the section on social media was new and not bold and underlined. Marylou asked where Commissioners are defined in the handbook.

City Attorney Lyn Murphy stated they are Elected Officials.

Marylou stated there is no policy in the handbook addressing working from home and in section 202 she noticed that with documentation that is not going to be put in personnel files, drug testing was added and asked how is that accountable.

Commissioner Seber stated there is a locked secured file that handles that information.

Marylou asked if all personnel files are in the Accounts Office.

Commissioner Seber stated they are.

Marylou asked if the files that were held by the previous Commissioner are not longer in his office and are in the Accounts Office.

Commissioner Seber stated he did not say that what he is saying is the official personnel files have always been in his office, what individual Commissioners keep on their own he can't control, but if someone keeps their own they are not official.

Marylou asked why Elected Officials were not required to keep time sheets.

Commissioner Seber stated they are elected and there are no set hours.

Marylou stated that the purpose of updating the handbook would be to address some of the issues that were had in the past and that was one of the issues. She went on to say that even though the Commissioners are salary the residents would like to know how much time that Commissioner actually spends in the office and how much vacation they take.

City Attorney Lyn Murphy stated that it is an employee handbook and not a Commissioner's handbook, but the Charter is looking into issues like that.

Marylou stated she noticed the City Hall employees are getting an extra five (5) days in the vacation policy.

Commissioner Sgambati stated they are getting an extra five (5) days after their fifth (5<sup>th</sup>) year.

Commissioner Seber stated they were looking to move it up a year in conjunction with longevity.

Marylou stated the code of ethics in the handbook has not changed at all and that is a missed opportunity and is very disappointing. She went on to say these revisions seem more like a first draft but does not seem like a good service to the community and employees as a final product.

Tom Mahoney of The Express asked what the procedure was for a homeowner to contact Animal Control.

Commissioner Seber stated the contract on the agenda was a continuation of the contract prior to this.

Commissioner Hosley stated a homeowner could call his office or the Police Department.

Tom Mahoney asked for information about the tax exemption for Firefighters.

City Attorney Lyn Murphy stated in order to receive the exemption they need to have an owner-occupied property where they volunteer.

Tom Mahoney asked if the City has an evacuation plan is needed.

Police Chief Bill Rabbitt stated the City has an emergency plan that was updated when the tornado hit in 1998 and it needs to be revisited and updated. He added himself and Chief Dunn have talked about getting that done.

City Attorney Lyn Murphy stated there is an existing plan that the County updates annually.

Ray Martin asked if they would be continuing the public hearing on the code changes before, they voted on the resolution tonight.

Commissioner Seber stated they will not be having a public hearing on the changes they were voting on.

Ray Martin asked if there would be another public hearing on the other parts of the changes.

City Attorney Lyn Murphy stated the changes with the vehicles and the outside storage will not have another public hearing but they will be on the agenda with updates so the public will have the opportunity to ask questions during the public comments.

Ray Martin asked if it was possible to do mutual aid in DPW similar to Animal Control?

City Attorney Lyn Murphy stated the City has intermunicipal agreements to utilize each other's equipment.

Commissioner Sgambati stated he will look into it but another municipality probably won't want to give up a plow truck when they also need to be plowing.

Ray Martin suggested the Council meet with Congressional Leaders since the trains going through the City are Federally controlled. He recommended a letter is sent out to residents in the community about the furniture being put out near garbage, he suggested maybe Twin Bridges should send the letters. He stated there was a comparison sheet with the County that came in the tax bills and he said it didn't make any sense, he asked Commissioner Seber to explain it.

Commissioner Seber stated the County breaks the taxes into two (2) different sections, what the County is pointing out is the unfunded mandates that need to be paid and this is what it costs you.

Barb McGuire stated someday there are over a hundred (100) tankers that go through the City in a day. She asked if there was a way to warn homeowners about putting furniture out.

Mayor Butler stated he has door hangers that he uses.

Barb McGuire stated there should be a lunch start and end time on the timesheets. She went on to say that the Department of Labor states that someone has to give consent to do direct deposit, you can't mandate it.

Commissioner Johnson stated both he and his wife are mandated to do it through their jobs. He added they get consent when they sign the paper with the bank information on it.

City Attorney Lyn Murphy stated they do have to sign a form in order to get the direct deposit.

Commissioner Johnson added there are employees grandfathered in but, anyone new will get direct deposit. He said it started during COVID when everything was shut down someone needed to go into the office to print checks.

Commissioner Seber stated direct deposit is in both the CSEA and PBA contracts that new employees need to get direct deposit.

Barb McGuire stated that someone is hired and receive the handbook they should sign something stated they received it and are responsible for its contents. She stated that someone fails a drug test and has to go back for another one they should be responsible to pay for it and not the City.

Commissioner Seber stated the City pays for the first one but if they fail, they are responsible to pay to be re-tested.

Dave Hicks asked if the Council would be voting on the codes that are in the packets.

Commissioner Seber stated they would.

Dave Hicks stated the trains are going through the City too fast. He asked why the Firehouse lights are left on all night.

Mayor Butler stated they remain on in case they need to enter the building during the night to respond to a call.

Dave Hicks stated the school signs are up but there are no times posted on them. He went on to say they still have not done graphing on the financials. He asked where they are on the dredging.

Mayor Butler stated it would begin when the weather conditions were appropriate.

Dave Hicks stated that DPW needs to hire more trades people than laborers.

Kim Dunn suggest information goes out with the water bills about furniture not being picked up.

She went through the handbook and stated section 701 says that elected officials and full-time employees are offered health insurance and asked if they are offered COBRA insurance once they leave office.

Commissioner Seber stated that they are offered health insurance and technically whenever anyone leaves they are given a COBRA letter.

Kim Dunn asked if a City employee carries the insurance and passes away is the spouse still covered and if so why?

Commissioner Seber stated they are and it is in both contracts.

Kim Dunn asked why the maximum accumulation for sick days was changed from 180 days to 365 days.

Commissioner Seber stated it was changed to match the CSEA contract.

Kim Dunn stated the CSEA contract, PBA contract, and the employee handbook should be the same across the board. She asked what employees would be authorized to use their own vehicles.

Mayor Butler stated the Cleaner/Groundskeeper gets a stipend for mileage.

Commissioner Seber stated if a Commissioner or employee is directed to do something City related they would be eligible for reimbursement.

Kim Dunn asked if the drug testing results are in a locked box in DPW how would the other Commissioners know this occurred.

Commissioner Seber stated employees are sent to a few different places and he receives some of the results and Commissioner Sgambati gets results directly related to his department.

Commissioner Seber stated he does not share that information with anyone and if there is an issue he will deal with the Commissioner and would bring in the City Attorney and/or Labor Attorney.

Leonard Brooks of 26 Stillwater Avenue stated he sent a petition and added he is concerned with the quality of life in the area of Route 67, Hulin Street, Mechanic, to Mulberry. He stated it is a very narrow residential area that exits out to Stillwater through Brickyard Road and the traffic has increased and will continue to increase with the new apartments going in on Brickyard Road. He went on to say that most of the people who live in the area are rentals, and added he could not get as many signatures as he wanted because the tenants did not want to sign in fear of upsetting the landlords. He added something needs to be put in place now to curtail the amount of traffic it is going to be a dangerous place and someone is going to get hurt. He commended Commissioner Sgambati for a job well done keeping the roads safe during the snow storms. He asked Chief Rabbitt to send a patrol up there and do the 30-mph speed limit so they can see how ridiculous it is.

Chief Rabbitt stated he understands that you can't do 30 mph but he suggested to petition at the next Traffic Safety Committee to have a 3-way stop sign on Stillwater Avenue to slow the traffic down.

Leonard Brooks stated going 30 mph through there is ridiculous.

Chief Rabbitt stated that the posted speed limit is 30 mph so there is nothing he can do if a vehicle is traveling 30 mph. He also stated that he did a very nice job with the petition and was surprised at how many signatures he was able to get. He went on to say he understands his concerns and they are very valid concerns and one of the things they can do to slow people down is to put a 3-way stop sign there.

Commissioner Seber stated his concern with a 3-way stop would be that during a snowstorm people would have trouble getting up the hill.

Leonard Brooks stated he really thinks Mechanicville as a City can be a gem, we need to keep the laws in check.

Commissioner Seber stated they have discussed internally the projects going up in Stillwater and they are going to be a problem.

**Resolutions:**

RESOLUTION 14-2023 Animal Control Agreement

Moved by: Mayor Butler

Seconded by: Commissioner Sgambati

AYES: 5      NAYS: 0

RESOLUTION 15-2023 DPW Hire (Laborer)

Moved by: Commissioner Hosley

Seconded by: Commissioner Sgambati

AYES: 5      NAYS: 0

RESOLUTION 16-2023 Code Changes

Moved by: Mayor Butler

Seconded by: Commissioner Seber

Ray Martin asked if the Council wanted to approve the changes with all the misspellings, omissions, and without the definitions that need to be included.

City Attorney Lyn Murphy stated the typos are being corrected and she will make sure they are and that the definitions will be part of the instrumental code changes that will be brought to the Council at a later time.

AYES: 5      NAYS: 0

#### RESOLUTION 17-2023 Part-time Police Officer (Alonzo)

Moved by: Mayor Butler

Seconded by: Commissioner Sgambati

AYES: 5      NAYS: 0

#### RESOLUTION 18-2023 Part-time Police Officer (Swanson)

Moved by: Mayor Butler

Seconded by: Commissioner Hosley

AYES: 5      NAYS: 0

#### RESOLUTION 19-2023 LOSAP

Moved by: Mayor Butler

Seconded by: Commissioner Johnson

AYES: 5      NAYS: 0

#### RESOLUTION 20-2023 Employee Handbook

Moved by: Commissioner Seber

Seconded by: Commissioner Johnson

Commissioner Sgambati stated he wishes more Council members were included on deciding the changes and that he thinks it is unfair that DPW gets an extra five (5) days' vacation after their sixth (6<sup>th</sup>) year but City Hall Employees will get it after their fifth (5<sup>th</sup>) year.



City Attorney Lyn Murphy stated the DPW employees negotiate that in their contract.

AYES: 2    NAYS: 2

Abstain: Commissioner Sgambati

Nays: Mayor Butler & Commissioner Hosley

#### RESOLUTION 21-2023 Water Contract

Moved by: Mayor Butler

Seconded by: Commissioner Hosley

Commissioner Sgambati asked if this was going to need be done through DPW on a meter?

Commissioner Seber stated it would be a meter on the hydrant and they will need to be limited to DPW hours.

Ray Martin asked if that rate was the same for everyone.

Commissioner Seber stated there were two (2) different rates, one for outside the City limits and inside the City limits.

Kim Dunn asked if there are several companies doing this can each company get their own meter on a specific hydrant.

Commissioner Seber stated he is not sure how many meters are available but Commissioner Sgambati can look into that.

AYES: 5    NAYS: 0

#### RESOLUTION 22-2023 Payroll and Vouchers

Moved by: Commissioner Johnson

Seconded by: Mayor Butler

AYES: 5    NAYS: 0

#### RESOLUTION 23-2023 Lot line Adjustments

Moved by: Mayor Butler

Seconded by: Commissioner Hosley

AYES: 5    NAYS: 0

Ray Martin asked what the point of the resolution was.

City Attorney Lyn Murphy stated because of the size of the City there is no method to do a subdivision so the only way to move a lot line is to authorize the Chair of the Planning Board to stamp the plans so they can be filed with the County.

Ray Martin stated the Planning Board has no authority other than to run the meetings.

City Attorney Lyn Murphy stated that is absolutely not true.

NEW BUSINESS:    None

OLD BUSINESS:    None

Close Meeting: 7:15 P.M.

Moved by:    Mayor Butler

Seconded by: Commissioner Sgambati

AYES: 5    NAYS: 0

# City of Mechanicville

## Treasurer's Report for the Month of February 2023

	Balance 2/1/2023	Receipts	Disbursements	Balance 2/28/2023
<b>General Fund:</b>				
Checking	2,007,538.39	676,800.70	890,460.42	1,793,878.67
City Cash	400.00	0.00	0.00	400.00
Total General Fund	<u>2,007,938.39</u>	<u>676,800.70</u>	<u>890,460.42</u>	<u>1,794,278.67</u>
<b>City Clerk Account</b>	0.00	436.92	436.92	0.00
<b>Payroll</b>	91,944.39	85,783.84	172,471.65	5,256.58
<b>Capital Fund</b>	907,842.71	12,000.00	272,718.25	647,124.46
<b>Mayor's Account</b>	11,674.13	23.51	0.00	11,697.64
<b>Central Ave Drainage Project</b>	0.00	0.00	0.00	0.00
<b>Community Development</b>				
Home Grant Program	0.00	0.00	0.00	0.00
SDA Revolving Loan Funds	75,493.74	666.67	0.00	76,160.41
Total Community Development	<u>75,493.74</u>	<u>666.67</u>	<u>0.00</u>	<u>76,160.41</u>
<b>Total Cash</b>	<u>3,101,758.22</u>	<u>775,711.64</u>	<u>1,336,087.24</u>	<u>2,541,382.62</u>

# City of Mechanicville

## Treasurer's Report for the Month of February 2023

	General Fund	City Clerk	Payroll	Capital Fund	Escrow Account	Central Ave Drain	2015 Home Grant	USDA
Balance 2/1/23								
Checking	2,007,538.39	0.00	91,944.39	907,842.71	11,674.13	0.00	0.00	75,493.74
Petty Cash	400.00							
<b>Total</b>	<b>2,007,938.39</b>	<b>0.00</b>	<b>91,944.39</b>	<b>907,842.71</b>	<b>11,674.13</b>	<b>0.00</b>	<b>0.00</b>	<b>75,493.74</b>
Add Cash Receipts:								
Taxes, Penalties & Interest	482,611.84							
School Taxes & Penalties	6,873.61							
Water & Sewer Revenues	28,739.07							
Sales Tax	69,783.00							
State Aid and Grants	11,436.03							
Interest					23.51			
Transfers	0.00		85,783.84					
Capital Projects	0.00			12,000.00				
BAN/Bond Proceeds								
Other	77,357.15	436.92						666.67
<b>Total Cash Receipts</b>	<b>676,800.70</b>	<b>436.92</b>	<b>85,783.84</b>	<b>12,000.00</b>	<b>23.51</b>	<b>0.00</b>	<b>0.00</b>	<b>666.67</b>
Less Cash Disbursements:								
Payrolls	85,783.84		172,471.65					
Checks	804,676.58	436.92		272,718.25				
Debt Service Payments								
Transfers								
<b>Total Cash Disbursements</b>	<b>890,460.42</b>	<b>436.92</b>	<b>172,471.65</b>	<b>272,718.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Book Balance 2/28/23	1,794,278.67	0.00	5,256.58	647,124.46	11,697.64	0.00	0.00	76,160.41
Less: Deposits in Transit	29,250.65	60.00						
Add: O/S Checks	129,466.98	436.92	5,725.51					
Bank Balance 2/28/23	1,894,495.00	376.92	10,982.09	647,124.46	11,697.64	0.00	0.00	76,160.41

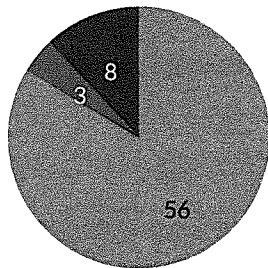


# February 2023 Report

February 1, 2022 - February 28, 2022

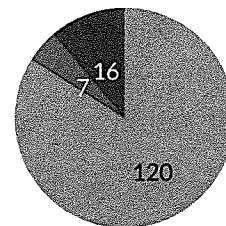
Warrants	EMS/Fire	Arrests	Total Incidents Month	Total Incidents YTD
Active Warrants <b>48</b>	EMS/Fire Calls <b>64</b>	Monthly <b>42</b>	<b>382</b>	<b>813</b>
Cleared Warrants YTD <b>14</b>	EMS/Fire Calls YTD <b>129</b>	YTD <b>92</b>	Domestic Incidents Month <b>28</b>	Domestic Incidents YTD <b>57</b>

## MONTHLY ARREST CHARGES

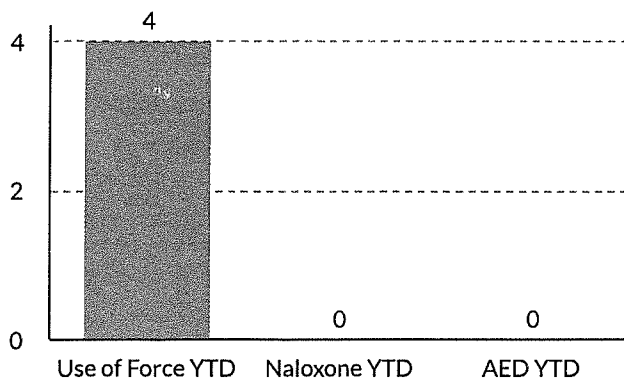


Misdemeanor (83.58%) Violation (4.48%) Felony (11.94%)

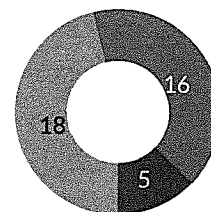
## YEAR TO DATE ARREST CHARGES



Misdemeanor (83.92%) Violation (4.9%) Felony (11.19%)

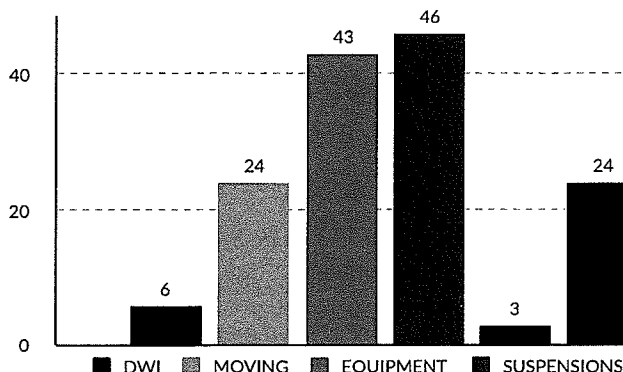


## YTD TRAFFIC CRASHES



PROPERTY DAMAGE (46.15%) PERSONAL INJURY (41.03%) HIT AND RUN (12.82%)

## MONTHLY TRAFFIC TICKETS 146



## YEAR TO DATE TRAFFIC TICKETS 332

