

Village of Tannersville

**Date** January 20, 2021  
**Time** 6:00 PM  
**Location** Tannersville Village  
Hall/via Zoom/teleconference

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**Present:** Lee McGunnigle, Mayor  
Greg Landers, Trustee  
(Via Zoom)  
David Kashman, Trustee  
(Via Zoom)  
Leigh McGunnigle, Trustee (via  
Zoom)

Robin Dumont, Village Clerk-  
Treasurer  
George Bain - Absent

**Type of meeting:** Regular Board Meeting

**Also Present:** None.

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***Minutes:***

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The Mayor opened the meeting with the Pledge of Allegiance.

**Approval of vouchers abstracts and reports –**

The Mayor and the board went through the listing of vouchers. Members stopped in individually to review and sign them in the Village Clerk's Office.

No members had any questions on the bills presented. Trustee Kashman made a motion to approve the vouchers and abstracts. Trustee Landers seconded. 4 in favor, 1 absent. Motion carried.

**Village Clerk-Treasurer Report**

Received \$24,000 for outstanding delinquent water for the town customers.

Closed on December 30, 2020 for New Plow Truck Bond

Working on mailing for income survey for CDBG Grant application for infrastructure. A news letter regarding our grants and state of the Village will be included in this mailing.

Working on closeout of current CDBG Planning Grant. Drawdown #1 submitted and received which covers about half of the expenses. Second will be submitted next month.

Working on the closeout for the DEC Planning Grant, waiting on approvals from DEC and DEP for report before they will release final funding.

Working with DOS on contract extension, budget modifications for C1000972.. Certification for MWBE still in process for contractor.

Also working with DOS on the match for C1001671 (\$1.3 mil grant). All of the match will come from the Village and totaling approximately \$460,000. All documentation submitted currently being reviewed. Once approved, contract will be forwarded for signature.

### **Water Department Report**

3 freeze ups on Park Lane. Water has been shut off to those houses. 2 of those 3 currently need new meters. The third was not accessible due to the amount of water in the basement.

5 markouts for digsafe. 2 assists from engineers due to depth and complexity of intersections where mains replaced.

EJ Prescott brought down the needed parts for meter rebuilds. Parts still missing for 1” meters. We have waited 4 months for the deliveries.

### **Highway Department Report**

Not submitted. Trustee Kashman stated he would followup with Steve on the status of the punch list of items.

### **Building report**

Not submitted

The Mayor reminded the board that they are required to take 4 hours of planning training credits every year. Most of which is now online.

### **Resolution #1 of 2021**

The Mayor presented the board with the following amended bond resolution:

#### **SUPPLEMENTAL BOND RESOLUTION DATED JANUARY 20, 2021**

A RESOLUTION AMENDING AND SUPPLEMENTING THE BOND RESOLUTION DATED JULY 21, 2015, AUTHORIZING THE ISSUANCE OF SERIAL BONDS OF THE VILLAGE OF TANNERSVILLE, GREENE COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,607,998 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE COSTS OF WATER SYSTEM IMPROVEMENTS IN THE VILLAGE OF TANNERSVILLE, NEW YORK, PROVIDING THAT THIS RESOLUTION SHALL BE SUBJECT TO PERMISSIVE REFERENDUM, AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TREASURER

WHEREAS, the Village of Tannersville, Greene County, New York (“Village”) has previously adopted its Bond Resolution dated July 21, 2015 entitled “BOND RESOLUTION DATED JULY 21, 2015; A RESOLUTION AUTHORIZING THE ISSUANCE OF SERIAL BONDS OF THE VILLAGE OF TANNERSVILLE, GREENE COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$3,500,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE WATER SYSTEM IMPROVEMENTS IN THE VILLAGE OF TANNERSVILLE, NEW

YORK, PROVIDING THAT THIS RESOLUTION SHALL BE SUBJECT TO PERMISSIVE REFERENDUM, AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TREASURER” (the “2015 Bond Resolution”), authorizing the issuance of serial bonds in an aggregate principal amount not to exceed \$3,500,000 for improvements to the existing water system; and

WHEREAS, the Village has previously entered into a project finance agreement with the New York State Environmental Facilities Corporation providing for \$1,457,998 in short-term financial assistance through the issuance of the Village’s note entitled “E.F.C. Drinking Water Facility Note – 2016A (Bond Anticipation Note)” dated May 12, 2016; and

WHEREAS, pursuant to the Bond Resolution adopted July 21, 2015, the Village previously issued its bond anticipation note in the principal amount of \$300,000, of which \$79,715.48 was redeemed from the proceeds of a NYS water grant and the remainder redeemed from note proceeds, and the Village has been awarded NYS water grants in an aggregate amount not to exceed \$2,074,799; and

WHEREAS, based on the final estimated costs of the project, it is necessary to increase the estimated aggregate maximum cost of such project, to modify the authorized amount of serial bonds, and to modify the plan of financing accordingly; and

NOW THEREFORE BE IT RESOLVED, by the Village Board of the Village (by the favorable vote of not less than two-thirds of all of the members of the Board) as follows:

SECTION 1. Section 1 of the 2015 Bond Resolution is hereby amended and supplemented to read as follows:

SECTION 1. The specific purpose (hereinafter referred to as "purpose") to be financed pursuant to this resolution is the rehabilitation of and upgrades to the Village’s existing Surface Water Treatment Facility, rehabilitation of the Village’s water storage tanks, rehabilitation of and treatment of the existing groundwater source, development of a new groundwater source, groundwater source treatment and controls, distribution metering and distribution system upgrades. The increased estimated maximum cost of said purpose is \$4,382,797 and said amount is hereby appropriated therefor. It is hereby determined that said purpose is an object or purpose described in subdivision 1 of paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is forty years.

SECTION 2. Section 3 of the 2015 Bond Resolution is hereby amended and supplemented to read as follows:

SECTION 3. The Issuer plans to issue an aggregate amount not to exceed \$2,607,998, hereby authorized to be issued therefor pursuant to the Local Finance Law, to fund a portion of the costs of said purpose. A portion of the costs of said purpose are expected to be funded from the proceeds of water grants in the maximum aggregate amount of

\$2,074,799. Nothing in this resolution shall be deemed to impair the obligations previously issued pursuant to the bond resolution adopted July 21, 2015.

SECTION 3. The aforesaid purpose constitutes a Type I action as defined under the State Environmental Quality Review Regulations, 6 NYCRR Part 617, which has been determined under SEQR not to have a significant impact on the environment.

SECTION 4. Pursuant to Section 36 of the Local Finance Law and Article 9 of the Village Law, this resolution shall take effect thirty (30) days after adoption, unless there shall be filed with the Village Clerk a petition signed and acknowledged by the electors of the Village in number equal to at least twenty percentum of such electors in the Village, as shown on the register of electors for the previous general village election, protesting against this resolution and requesting that the matter be submitted to the electors of the Village for their approval or disapproval in the manner provided by the Village Law.

SECTION 5. Within ten (10) days after the adoption of this resolution, the Village Clerk is hereby authorized and directed to cause to be published at least once in the Catskill Daily Mail, the official newspaper of the Village, and to be posted in at least six (6) public places in the Village, a notice which shall set forth the date of adoption of this resolution and contain an abstract thereof, concisely stating its purpose and effect and specifying that this resolution was adopted subject to a permissive referendum.

SECTION 6. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

(1) Such obligations are authorized for an object or purpose for which the Village is not authorized to expend money; or

(2) The provisions of law which should be complied with at the date of the publication of this resolution are not substantially complied with;

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(3) Such obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 7. Following the effective date of this resolution, the Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the Catskill Daily Mail, a newspaper having a general circulation in the Village and hereby designated as the official newspaper of the Village for such publication.

Trustee Kashman made a motion to approve the aforementioned resolution. Trustee McGunnigle seconded. 4 in favor, 1 absent, motion carried.

## **Resolution #2 of 2021**

The Mayor presented the following resolution for the renewal of the memorandum of agreement with the Hunter Foundation for consulting services.

### **2021-2022 BIENNIAL MEMORANDUM OF AGREEMENT FOR CONSULTING SERVICES BETWEEN THE VILLAGE OF TANNERSVILLE AND THE HUNTER FOUNDATION**

Outlining a partnership with The Hunter Foundation with offices located at 5994 Main Street, Tannersville, NY to assist the Village of Tannersville with offices located at 1 Park Street, Tannersville, New York 12485 to plan, seek funding, administer, manage and deliver a variety of activities in 2021-2022.

**DATED:** \_\_\_\_\_

#### **Intent**

It is the intent of this Memorandum of Agreement for the Hunter Foundation to assist the Village of Tannersville to undertake a range of planning, grantwriting, program design, program administration, program delivery, stakeholder engagement, billing and reporting, program evaluation and other related services as directed by the Village Board during 2021-2022.

#### **Responsibilities of Village of Tannersville:**

- Review, approve and direct the Hunter Foundation to undertake specific tasks. A task order will be prepared for each assignment by the Hunter Foundation and approved by the Mayor or Village Board. The task order will describe the scope of work, estimated number of hours to be provided, billing rates, value of any donated services, and timeframe for completion.
- Review and approve Hunter Foundation periodic accounting of their time. Time will be billed in accordance with the Hunter Foundation Board of Directors-established 2018-2020 Annual Hunter Foundation Staff Consulting Rates. For 2018-2020 these rates are \$65.00 per hour for the Executive Director and \$30.00 per hour for the Program Assistant. These rates include all labor and overhead. Travel will be recorded and valued at the annual Maximum Federal Reimbursement Rate per mile. All other services will be billed at cost without markup.
- The Hunter Foundation reserves the right to donate the value of any and all work with agreement from the Village Board. In this case, the value of the hours donated will be available to match other Village efforts.
- Oversee and supervise the work of the Hunter Foundation and any consultants it may retain.
- Assist the Hunter Foundation to comply with all contract and related documents identified in local, County, State and federal contracts as directed.
- Assist the Hunter Foundation to submit payment requests to any local, County, State and Federal agencies relating to grant awards and reimburse the Hunter Foundation for all approved program delivery expenses.
- Confirm vendor qualification as necessary.
- Maintain complete and accurate books of account, records, documents, receipts, accounts and other pertinent evidence of performance and compliance in proper electronic format with the assistance of the Hunter Foundation, as necessary.
- Document all Village of Tannersville force account labor identified as matching funds for all contracts and projects.

- Help to coordinate all community engagement activities undertaken by the Hunter Foundation and their planners for Village activities.
- Promptly reimburse the Hunter Foundation in full for any funds the Hunter Foundation provides to pay approved contractors or consultants for grant funded activities satisfactorily completed as payment requests are processed and after payment is made to the Village.

### **Responsibilities of the Hunter Foundation**

- Administer and manage the activities directed by the Village of Tannersville Village Board or Mayor according to issued task orders on a day to day basis.
- Develop, review and execute tasks orders to be reviewed and approved by the Village Board.
- Assist the Village to complete periodic payment requests and all periodic and final reporting.
- Submit time reporting documenting level of effort provides and costs incurred consistent with the Hunter Foundation Board – established 2021-2022 Program Staff Consulting Rates.
- Ensure best efforts are made to utilize minority and women business enterprises.
- Document and provide verification of all match sources to the satisfaction of and funders or program technical assistance providers.
- Provide all services in a manner that meets the program objectives in approved and properly executed contracts of service from local, County, State and Federal funders or other agencies in accordance with the executed contracts, relevant laws, rules and regulations, administrative program and fiscal guidelines.
- Maintain books of account records, documents, receipts, accounts and other pertinent evidence of performance and compliance in proper electronic format and retain all documents for a period of six years following program completion.
- Submit to the Village a payment request, not more than monthly that complies with all of the task orders or other contractual requirements.
- Ensure compliance with publicity requirements including acknowledgement of funders as appropriate.
- Document all Hunter Foundation donated services include grant committee review and oversight and time of Foundation staff to administer projects, the value of donations to the Village to advance activities, and costs for other programs and improvements identified as matching funds for various projects and contracts.
- Help to coordinate all community engagement activities undertaken by the Village of Tannersville associated with approved tasks.
- Deliver all tasks to the satisfaction of the Village and funders consistent with issued task orders.

### **Terms of the Agreement**

The agreement will take effect immediately and be in effect through December 31, 2022.

This agreement is subject to modification by the Village of Tannersville Village Board with approval of the Hunter Foundation.

Trustee Kashman made a motion to approved the renewal of the agreement. Trustee McGunnigle seconded. 4 in favor, 1 absent. Motion carried.

### **Adjournment**

Being there was no further business, the Mayor made a motion to adjourn the meeting. The Trustee Landers seconded. 4 in favor, 1 absent. Motion carried.