

Mayor Michael Monnat called the regular meeting of the Village Board to order at 6:00 p.m. Roll call was taken with the following members present: Mayor Michael Monnat, Trustees David Schneider, Dawn Ashline, Bruce Widrick and Evan Schweitzer. Also present were Treasurer Charlene Moser, Deputy Clerk Liz Jones, Clerk Kay Sabo, and Public Works Maintenance Worker Chris Nortz.

Chris Nortz report:

- GIS mapping will begin when weather warms up. There is no charge for the software used.
- It is agreed Town of New Bremen will again help with street sweeping at no charge, and Chris will help out where ever it is necessary.
- He checked prices for new remote read water meters. The cost is \$178 each for the Neptune brand. Other brands are \$228. Price quotes received from TI Sales.
- Chris will be taking wastewater exam the end of April.

Mayor Monnat report:

- Discussion held on upgrades to the basketball court. Chris and Evan will look into prices for basketball backboards and repainting the lines.
- Mike has a meeting planned March 13th with Frank Pace and Eric Virkler to discuss available grants and guidance obtaining them.
- Conversation with Mike Bocci from DEC confirms that our sewer pits are functioning well and are maintained under correct guidelines and requirements.
- After discussion it was decided the mayor would compose a letter to the Softball Leagues asking for assistance in repairing the fence and garbage cleanup in exchange for no fee increase. Mike agreed to write a letter to the Town of Croghan to request that the Town of Croghan raise their donation for the playground, ice rink, pool, and baseball diamond from \$2,000. to \$8,000. Dave agreed to look into cost of separating the electrical meters for the garage and ball field in order to better access cost of operation for each.
- Discussion about Sidewalk Improvement Program raised questions about the use of CDBG money. It was agreed upon for Liz to get in touch with Cheryl Shenkel from Snowbelt Housing on the rules for use of those funds.
- The 2017-2018 Rules and Procedures were reviewed and Liz will make the changes.
- Dawn is looking into new Christmas decorations.
- It was agreed to get another price quote for insurance from NY Municipal Insurance Reciprocal.
- A **motion** was made by Trustee Schneider and seconded by Trustee Widrick to renew our contract with Frontier. Our new price has a savings of \$79.90 for the same number of unlimited phone lines (3), and an upgrade to our internet speed from 7M to 15M. Motion approved unanimously.
- Benchmark Resolution

**Resolution No. 3-8-17 of 2017, A Resolution Adopting Energy Benchmarking Policy
Requirements for Certain Municipal Buildings in the Village of Croghan.**

Introduced by Trustee Dawn Ashline, who moved its adoption, seconded by Trustee David Schneider.

WHEREAS, buildings are the single largest user of energy in the State of New York, and the poorest performing buildings typically use several times the energy of the highest performing buildings, for the exact same building use; and

WHEREAS, this Local Policy will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Croghan and

WHEREAS, collecting, reporting, and sharing Building Energy Benchmarking data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide; and

WHEREAS, equipped with this information, the Village of Croghan will be able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.

WHEREAS, the following definitions will apply:

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the [Name of Municipality] that is 1,000 square feet or larger in size.

(5) “Department” shall mean the [name of the Department or authorized Body assigned the responsibility of administering the Energy benchmarking program].

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations; and

WHEREAS, this Local Policy is applicable to all Covered Municipal Buildings as defined in item 5 above of this Local Policy; and

WHEREAS, the Mayor may exempt a particular Covered Municipal Building from the benchmarking requirement if the Mayor determines that it has characteristics that make benchmarking impractical; and

WHEREAS, no later than December 31, 2016, and no later than May 1 every year thereafter, the Mayor his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year; and

WHEREAS, for new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Mayor or his or her designee shall begin inputting data in the following year; and

WHEREAS, the Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than December 31, 2016 and by September 1 of each year thereafter for Covered Municipal Buildings; and

WHEREAS, the Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Local Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by this Local Policy) across calendar years for all years since annual reporting under this Local Policy has been required for said building; and

WHEREAS, the Department shall maintain records as necessary for carrying out the purposes of this Local Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years; and

WHEREAS, the Mayor or his or her designee shall be the Administrator of this Local Policy; and

WHEREAS, the Administrator of this Local Policy may promulgate procedures necessary for the administration of the requirements of this Local Policy; and

THEREFORE BE IT RESOLVED THAT within thirty days after each anniversary date of the effective date of this Local Policy, the Administrator of the Benchmarking Policy shall submit a report to the Village of Croghan Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Mayor determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Local Policy; and

BE IT ALSO RESOLVED THAT this Local Policy shall be effective immediately upon adoption by the Board of Trustees, and a copy of this resolution shall be provided to the Village of Croghan Board of Trustees.

Treasurer’s report was reviewed and after discussion, a **motion** was made by Trustee Widrick seconded by Trustee Ashline and carried to approve the report as read.

- Grand Slam Fences – Pilot agreement, paid 60% of new tax levy. Budget will be revised.
- Past due notices for water and wastewater rent were sent out.

Charlene reported that a tax cap public hearing resolution would be necessary.

RESOLUTION #3-8-17A

SET PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 1 OF 2017 – TO OVERRIDE THE TAX LEVY LIMIT

There was discussion on the 2% tax cap.

RESOLVED, to hold a Public Hearing of proposed Local Law No. 1 of 2017, a Local Law to Override the Tax Levy Limit Established in General Municipal Law 3-c at the **April 12, 2017** regular monthly meeting at 6:00 p.m. at the Village garage meeting room.

On a motion by Trustee Ashline, seconded by Trustee Widrick, the resolution was ADOPTED Ayes 4 - Ashline, Widrick, Schneider, and Schweitzer Nays 0

The 2017-2018 **budget hearing** is scheduled for April 12th at 6:00 p.m. on a motion by Trustee Schneider, seconded by Trustee Ashline with all in favor.

Motion made by Trustee Widrick seconded by Trustee Schneider and carried that

General Fund Abstract	#10	265 – 281	\$20,517.86
General Fund Abstract	#10A	282 - 290	\$5,705.45
Water Fund Abstract	#10	115 – 117A	\$433.05
Water Fund Abstract	#10A	118 – 124	\$3,492.97
Sewer Fund Abstract	#10	91 – 95	\$1,60.43
Sewer Fund Abstract	#10A	96 - 98	\$1,979.27

be forwarded to the Treasurer for payment. Motion passed unanimously.

Trustee Schneider offered the following Resolution, seconded by Trustee Widrick and carried by a vote of YES 4 - NO 0. Resolve the Village Treasurer be authorized to transfer:

\$74 from A-1460.4 to A-1410.4
\$587 from A-1640.42 to A-1640.4
\$1,873 from A-1990.4 to A-9901.91
\$97 from A-1990.4 to A-9901.92
\$4,320 from A-1990.4 to A-1640.2
\$155 from F-8340.13 to F-8330.12
\$199 from G-8120.13 to G-8120.12
\$74 from G-8120.45 to G-8120.41
for the purpose of paying bills

Clerk's Report:

The minutes for the meeting February 8, 2017 and February 21, 2017 Board of Assessment Grievance Day approved on a motion by Trustee Ashline, seconded by Trustee Schweitzer. All were in favor.

- Foy Insurance added skidsteer to policy with no change in premium.
- Employee Handbook will be sent to Attorney Tim Farley for review on a **motion** by Trustee Widrick, seconded by Trustee Schneider with all in favor.
- Board signed Final Assessment Oath, and will be returned to Candy Akin in Real Property.
- Septic Tank Bid, Food Stand Bid, and Budget Hearing Notice will be published.

There being no further business, the meeting adjourned at 8:50 p.m. on a **motion** by Trustee Widrick, seconded by Trustee Ashline and carried.

Respectfully submitted
Kay Sabo
Village Clerk