

At 6:00 PM on Tuesday, February 22nd, 2022 Mayor Meg Grenier read the following statement: this is the Village of Menands Board of Trustees, semi-monthly meeting. I am Mayor Meg Grenier and as it is 6:00 o'clock, I will call this meeting to order. For anyone outside the village staff who is attending this video conference, I would ask if you would please identify yourselves, Renee Lequire, Bill Nevins, Melissa Carlisle, Todd Metcalfe, Steve Boulet, Brett Harris, Jennifer Steinburg, Susan Harris. The mayor asked them to mute their microphones.

Mayor Grenier then did a roll call of Village staff: Deputy Mayor Seth Harris, present, Trustee Foley, present, Trustee Brian Marsh, present, Trustee Timothy Lane, present, Clerk Don Handerhan, present, Village Attorney Steve Rehfuss, present, Treasurer Bill Smith, present, Chief St. Gelais, present, Assist. Chief Dave Ognan, present, Deputy Clerk/Treasurer Nicolle Ognan, present, Chief Mike Steurer, present, Mike Hagmann, DPW Foreman, present, Justice Christopher Flint, present, Intern Isabel Smrstik, present. On behalf of the Village Board, I would ask all residents that we please keep our First Responders, all essential workers, and those affected by this pandemic in our thoughts and prayers.

On January 14th, 2022 Governor Kathy Hochul signed legislation (S.50001/A.40001) extending virtual access to public meetings under New York State's Open Meetings Law, which allows New Yorkers to virtually participate in local government meetings during the COVID-19 pandemic. The legislation which was initially implemented by Executive Order during last year's State of Emergency allows state and local government meetings that are normally held in-person to be held remotely instead, as long as the public can view or listen to the meeting and as long as the meeting is recorded and later transcribed. This statutory change will reduce the need for the congregation at public meetings while the Delta variant is prevalent while ensuring the public business can continue.

Todd Metcalfe of General Code gave an overview of the Codification proposal of the present Village Codes. The last time the codes were reviewed was in 1990. The Codification will ensure that Village Codes conform to NYS Codes and ensure that all codes are enforceable. The total cost of Codification is \$8,630.00. A discussion followed.

Melissa Carlisle of STQRY gave an overview of the STQRY App. The app gives a virtual tour of historical locations within the Village of Menands. The app would be downloaded to a smartphone. A discussion followed.

Brett Harris led a discussion regarding the Meeting Owl Pro. The meeting Owl Pro is video conference equipment used to stream in-person meetings. A discussion followed.

Resolution Number: 220025

The treasurer discussed the U.S. Treasury's Final Rule for the American Rescue Plan Act (ARPA) and the implementation of the "Coronavirus State and Local Fiscal Recovery Fund: The Treasury has added a Standard Allowance up to \$10,000,000 in aggregate as an option to using the formula to Calculate Revenue Loss. Therefore, the Treasurer would like a resolution authorizing the Village to take the Standard Allowance vs the Treasury Formula for calculating the Lost Revenue. The Standard Allowance also provides for simplified reporting. After the discussion Trustee, Marsh offered the following resolution which was seconded by Trustee Foley a Resolution authorizing the Village to adopt the U.S. Treasury's Final Rule for the Standard Allowance for calculating Lost Revenue with the implementation of the Coronavirus State and Local Fiscal Recovery Fund.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE

Regular Village Board Meeting
February 22, 2022

Trustee Marsh voting AYE
Mayor Grenier voting AYE

A motion was made by Trustee Marsh to accept the minutes of the February 7th, 2022 Board Meeting, seconded by Trustee Harris.

ADOPTED:

Trustee Foley voting AYE
Trustee Harris voting AYE
Trustee Lane voting AYE
Trustee Marsh voting AYE
Mayor Grenier voting AYE

Resolution Number: 220027

Trustee Marsh made a motion to approve payment for the following, seconded by Trustee Lane:

WARRANT # 18:

GENERAL	totaling	\$ 95,436.30
WATER	totaling	\$ 45,246.51
SEWER	totaling	\$ 9,507.50
	TOTALS	\$150,190.31

PAYROLL # 19: totaling \$ 91,749.71
(01/28/22-02/10/22)

ADOPTED:

Trustee Foley voting AYE
Trustee Harris voting AYE
Trustee Lane voting AYE
Trustee Marsh voting AYE
Mayor Grenier voting AYE

Resolution Number: 220028

A motion was made by Trustee Marsh, seconded by Trustee Harris, to accept the following resolution:
RESOLVED, that the Treasurer be, and hereby is, authorized to make the following Budget Transfers

Account		Account	
From Acct:	A.1110.0404	To	
Description:	Court - Misc	Acct:	A.1110.0402
Amount:	\$400.00		Court - Printing & Books
			\$400.00
From Acct:	A.1325.0208	To	
Description:	Clerk - Misc Equip	Acct:	A.1325.0201
Amount:	\$3,000.00		Clerk - Computer & Software
			\$2,500.00

Regular Village Board Meeting
February 22, 2022

From Acct:	"	To	
Description	"	Acct:	A.1325.0409
Amount:	"		Clerk - Legal Notices
			\$500.00
From Acct:	A.3120.0405	To	
Description	Police - Insurance	Acct:	A.1910.0400
Amount:	\$1,125.00		Unallocated Insurance
			\$1,125.00
From Acct:	A.3120.0151	To	
Description	Police Telecommunicators -	Acct:	A.3120.0107
Amount:	\$2,000.00		Police - DWI Patrol
			\$500.00
From Acct:	"	To	
Description	"	Acct:	A.3120.0153
Amount:	"		Police - Telecomm O/T
			\$1,500.00
From Acct:	A.3120.0108	To	
Description	Police - Lieutenant	Acct:	A.3120.0208
Amount:	\$5,500.00		Police - Equipment Misc
			\$1,500.00
From Acct:	"	To	
Description	"	Acct:	A.3120.0419
Amount:	"		Police - Vehicle Mtce
			\$4,000.00
From Acct:	A.3410.0208	To	
Description	Fire - Equipment - Misc	Acct:	A.3410.0405
Amount:	\$3,000.00		Fire - Insurance
			\$1,250.00
From Acct:	"	To	
Description	"	Acct:	A.3410.0419
Amount:	"		Fire - Vehicle Mtce
			\$1,750.00
From Acct:	A.1990.0400	To	
Description	Contingent Acct	Acct:	A.1620.0414
Amount:	\$32,000		Bldg - Repairs
			\$12,000.00
From Acct:	"	To	
Description	"	Acct:	A.5110.0417
Amount:	"		Street - Gas and Oil
			\$5,500.00
From Acct:	"	To	
Description	"	Acct:	A.6989.0100
Amount:	"		Econ Dev - Personal Svcs
			\$3,500.00
From Acct:	"	To	
		Acct:	A.8160.0417

Description	"	Refuse - Gas & Oil	
Amount:	"		\$2,000.00

From Acct:	"	To Acct:	A.9089.0800
Description	"		Compensated Absences
Amount:	"		\$9,000.00

WATER FUND

From Acct:	F.8320.0434	To Acct:	F.8310.0412
Description	Purchase of Water		Light, Power & Gas
Amount:	\$35,000		\$35,000.00

From Acct:	F.8310.0419	To Acct:	F.8310.0415
Description	Vehicle Mtce		Bldg Mtce
Amount:	\$1,000		\$1,000.00

SEWER FUND

From Acct:	G.1990.0400	To Acct:	G.8120.0430
Description	Contingent Acct		Outside Contractors
Amount:	\$15,000		\$15,000.00

- Trustee Foley Voted - Aye
- Trustee Harris Voted - Aye
- Trustee Lane Voted - Aye
- Trustee Marsh Voted - Aye
- Mayor Grenier Voted - Aye

Resolution Number: 220029

Deputy Clerk/Treasurer Nicole led a discussion regarding incorrect usage for 3 Oakland Ave (9 Irving Pl – tax address). It was discovered there was a digit error with importing the reading, resulting in an incorrect usage. Also discovered there was no sewer service charge on either account since 2017 when the new building was constructed. Trustee Marsh offered, seconded by Trustee Lane the following resolutions:

WHEREAS, Water and Sewer Account # 51-1065-0 for 3 Oakland Ave LOW (9 Irving Pl – tax address) water and sewer charges were based on incorrect usage. Now, therefore, be it

RESOLVED, that a total of \$21,264.59 be deducted from Water and will be adjusted off 3 Oakland Avenues current bill, and be it further

RESOLVED, that a total of \$1,266.89 of sewer charges will be added to 3 Oakland Avenues' current bill.

WHEREAS, Water and Sewer Account # 51-484-0 for 3 Oakland Ave HIGH (9 Irving Pl – tax address) water and sewer charges were based on incorrect usage. Now, therefore, be it

RESOLVED, that a total of \$172.07 in Water charges will be added to 3 Oakland Avenues current bill, and be it further

RESOLVED, that a total of \$198.86 of sewer charges will be added to 3 Oakland Avenues' current bill.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

The Treasurer reminded the Board of the Budget Workshop scheduled for Wednesday, March 9th, 2022 at 5:30 P.M. The Budget Workshop will be held via Google Meets.

Department Heads presented their Budget Proposals to the Board and answered all questions.

Justice Christopher Flint gave the Courts budget requests.

Judge Flint advised the Board after reviewing over 200 applications for the Deputy Court Clerk position, Mayor Grenier, Judge Becher, Susan Dube and himself interviewed and agreed to hire Jennifer Browe as the Deputy Court Clerk. Mayor Grenier and the Judges appoint Jennifer Browe as Deputy Court Clerk.

Resolution Number: 220030

Trustee Harris made a motion to approve the appointment of Jennifer Browe as Deputy Court Clerk for the Menands Village Court, seconded by Trustee Lane.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

Clerk Donald Handerhan introduced his budget requests for the Village Office and Buildings.

Treasurer Smith introduced his budget requests for buildings.

Chief Ryan St Gelais introduced his budget request for the Police Department

Chief Mike Steurer and Assistant Chief Dave Ognan introduced his budget requests for the Fire Department.

DPW Foreman Mike Hagman introduced his budget requests for DPW, Water, Sewer, and Refuse Departments.

GENERAL CODE



Proposal for Codification Services

PREPARED FOR:

Village of Menands, New York

PREPARED BY:

TODD METCALFE

CODIFICATION ACCOUNT MANAGER

tmetcalfe@generalcode.com

800.836.8834

DATE:

January 21, 2022

(Valid for six months)

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Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make the **Error! Unknown document property name.** of Menands's Code a more useful and effective resource for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the Village achieve its goals.

Situation Analysis

The Village of Menands's Code was originally codified in 1990, and it was last updated in 2021. However, the Code may still contain inconsistencies, errors, and outdated information that could potentially affect the Code's enforceability and alignment with relevant New York statutes.

It is our understanding that the Village would like a complete recodification, including a comprehensive review and update of the 1990 Code, to include all legislation of a general and permanent nature to Local Law No. 3-2021. This process would ensure that legislation is up-to-date and is in line with New York statutes and the current needs of your constituents, in addition to making the overall Code consistent in organization, format, style, and content.

The Village would also like to provide access to the Code and make it easier for constituents and staff to find information by implementing a fully searchable online version of its Code, housed on our unparalleled eCode360 platform.

Our Solution

Our comprehensive codification solution for Menands includes:

Create an Updated Code

General Code will provide the Village with an updated Code that is clear and easy for your community to access and use.

An Editorial and Legal Analysis

This process will identify conflicts, redundancies, and inconsistencies in the Code and enable you to incorporate the necessary revisions to ensure that your Code is enforceable and fully complies with New York statutes.

Update your online Code housed on our innovative eCode360 platform

Once your new Code is ready, we will update your eCode360 site to make it available online to your community and staff.

5 custom printed Code books, with an option for additional printed volumes

We will provide you with 5 fully customized print copies of your new Code, with additional copies as requested.

Solution Benefits

A comprehensive codification solution from General Code will:

1. Deliver a Code that is always accessible to the public and up-to-date
2. Help you keep Menands's Code enforceable
3. Improve transparency with constituents
4. Save Menands's staff time and resources by empowering constituents to find Code information independently

Who Benefits?

1. **Constituents**—Citizens will be able to find and use laws in a comprehensive, up-to-date, and understandable format.
2. **Staff**—All staff members will be able to gather the information they need to answer questions from both citizens and other municipal officials.
3. **Planners/Developers**—Your new Code will provide a clear view of existing regulations and make it easier to determine the impact of proposed changes and amendments on development and growth initiatives.
4. **Attorneys**—Legal staff can draft and amend legislation more efficiently by using eCode360 to research similar laws that other communities have passed.

Menands's Investment

The price of General Code's recommended solution will be \$8,630.

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section on page 10.

The American Rescue Plan

On March 11, 2021, President Biden signed into law the American Rescue Plan Act of 2021. This \$1.9 trillion stimulus package is a huge opportunity for municipalities as the Plan includes \$360 billion in direct financial relief for state and local governments, including \$65 billion for America's cities, villages, and towns, as well as \$65 billion for counties. While the new law outlines the allocation process and authorized use of funds, the U.S. Department of the Treasury is charged with issuing related regulations, guidance, and allocation amounts.

The U.S. Department of Homeland Security (DHS) has determined code enforcement is essential to the U.S. response to the coronavirus pandemic. Federal funding available under the recently enacted American Rescue Plan can be used by governments to continue their essential operations and by addressing their digital (virtual) needs for remote work. **According to the U.S. Treasury, this funding can be used for municipal and building code department hardware and software investments.** The investments that establish digital (virtual) capabilities,

including the deployment of technology that enables online access to codes, will help mitigate the challenges ahead for vital governmental services. When considering how to use available American Rescue Plan funds keep in mind:

- > Federal funding to maintain operations and develop digital (virtual) capabilities is essential
- > The lack of digital (virtual) capabilities risks the safety and efficacy of departments' work
- > Code officials are essential to health and safety during the pandemic
- > Inadequate operations and digital (virtual) capabilities slow construction essential to response and recovery

For more information regarding General Code's Coronavirus advocacy resources use the following links:

General information

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

<https://home.treasury.gov/system/files/136/SLFRP-Quick-Reference-Guide-FINAL-508a.pdf>

FAQ

<https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>

<https://www.naco.org/resources/featured/naco-recovery-fund-faqs>

Allocations

<https://www.naco.org/resources/featured/state-and-local-coronavirus-fiscal-recovery-funds#table>

<https://www.nlc.org/resource/local-allocations-in-the-american-rescue-plan/>

General Code's Approach to Codification

Codification Powered by Code Review brings your code project to life during the milestones of your project. Code Review is a revolutionary Code review platform, shared interactively between the General Code project team and your review committee, that guides you through the stages of your Codification project.

Code Review, a secure, searchable platform, gives your codification stakeholders the ability to manage milestones, share and assign questions, and expedite the decision-making process. With digital access to all your relevant project documentation throughout the project, including the analysis, drafts, and reference documents, our technology eliminates the need for paper reports, printed legal memorandums, or Legal Workbooks.

Codification Powered by Code Review is a collaborative process that will guide you through each project stage. We will prepare and evaluate your legislation, prepare the Editorial and Code Analysis, and create your Digital Manuscript so that you can easily access the project documents and make decisions.

This streamlined process allows users to collaborate, annotate, print, and share comments among all committee members while staying connected with your General Code Editor. It also will provide, as the project moves forward, a record or memorandum of the changes to be made, as users agree upon and make those decisions.

So how does it work?

When the Digital Manuscript and Editorial and Code Analysis are ready for review, General Code will activate your *Code Review* site and provide your review committee with a secure link to the online version of your in-process Code. We will facilitate a dedicated e-Learning workshop for your municipal officials, led by our General Code training specialist, to guide you through the features and functionality of the platform. *Codification Powered by Code Review* will include these supporting documents as the project progresses through the codification stages:

- > Code Project Contract
- > Code Project Guidelines
- > Digital Manuscript
- > Editorial and Code Analysis
- > Record of any changes to be made

- > Code Adoption Ordinance
- > Disposition List
- > Digital Drafts of your Code

Upon completion of the codification project and adoption of your new Code, the Code will seamlessly transition from the private *Code Review* platform to your public *eCode360* site and will house the adopted version of your Code, which is available to the public.

The General Code Recommended Solution and Process

Below is an outline of the process for completing your recodification project.

Project Launch

General Code will consult with Menands's designated contact person to review the project generally and to clarify any initial questions for both General Code and the Village. To begin the project, the Village and General Code shall confirm the source materials for the project. For more detail, see the source materials listed on page 10.

Editorial and Legal Analysis with Manuscript

The Village's existing Code will be used as the Manuscript for the project. The Code will be supplemented just prior to preparation of the Editorial and Legal Analysis in order to optimize the Village's review of the Code, and also so that General Code is reviewing the most up-to-date material.

To accompany your updated Code, we will prepare an Editorial and Legal Analysis for your review. Your project team will do a thorough review and analysis of your legislation and provide specific recommendations and input for improvement. The Analysis will be presented in a progressive format with option sets to guide the user in the decision-making process. Village officials, including the Village Attorney, will have the final decision-making authority for the resolution of any and all issues.

The Editorial and Legal Analysis will include the following:

- > Identification of duplications, conflicts and inconsistencies between or within various sections of the Code
- > Identification of duplications, conflicts and inconsistencies with New York statutes
- > Any practical recommendations to make your legislation more enforceable
- > Suggestions regarding fines, fees and penalties
- > Suggestions on ways to modernize your legislation

Your Responsibilities

The Village will review the Editorial and Legal Analysis and make the final decisions on any changes that are deemed necessary. All final decisions regarding the sufficiency of the legislation which is to be codified, and any changes to be made to said legislation, shall be the province of the Village officials and the Village Attorney.

A review period is set by the performance schedule. We stress the importance of staying within the allotted time period to avoid disruptions in the production process and delays in the delivery of the Code.

Code Supplement

In order to minimize the timeframe during which the Village's Code is out-of-date prior to publication, the Code will be supplemented just prior to preparation of the Draft. Once the Draft is prepared, supplementation of the prior Code shall be discontinued until Code publication is complete.

Final Editing of the Manuscript and Submission of the Draft

Once the Editorial and Legal Analysis is returned, an editor will begin the final editing process. During this time, we will:

- > Edit the text to incorporate any revisions and additions previously approved in the Editorial and Legal Analysis phase
- > Update the Table of Contents listing all chapters and articles included in the Code, as applicable

- > Include cross-references and Editor's Notes, as required, and add historical notations indicating the source and date of adoption of each enactment
- > Proofread all copy to correct typographical and spelling errors

General Code will submit a Draft of the Code for final review by the Village. With the submission of the Draft, the editorial work on your project will be completed; therefore, if the Village requires any additional changes, further charges will apply.

Prepare Final Deliverables

Upon approval to proceed with the publication of your Code, we will prepare the following final deliverables:

- > **A Comprehensive Index**
We will provide you with an index that is designed to let you quickly and easily locate information in the Code.
- > **A Disposition List**
Your Code will include a Disposition List that sets forth—in chronological order—the subject matter, date of adoption and disposition of each item of new legislation reviewed with the project. It will also indicate whether those items are included in or omitted from the Code.
- > **Code Adoption Legislation**
We will prepare adoption legislation for the proposed Code and give it to the Village Attorney for review and enactment by the governing body. The Code should be adopted as soon as possible to formally enact the many revisions authorized by the Village and establish the Code as the permanent enforceable system of law in the Village. If the Code adoption legislation is enacted and returned to us within 90 days of submission, we will include this material in the Code free of charge. Once the Code is adopted, it can be amended directly to change, add or delete material.

Update your online Code housed on eCode360

Once the project has been completed, we will update the Village's eCode360 with the new version of the Village's Code.

Publish a Custom Printed Code

General Code will publish 5 printed copies of your Code in high-quality, custom-imprinted post binders. The Code pages will be designed in an 8 ½-by-11-inch page size, using 11-point Times New Roman font in a single-column format on 100% recycled paper.

General Code lets you customize the look of your final printed Code binder, including the color of your binder (blue, dark red, green, brown, black or gray) and the color of the silk-screen lettering on the binder cover (white, silver or gold). We can also emboss the Village's Seal on the front and spine for added impact at no additional charge. Each copy of the Code will include a set of 15 tab dividers for individual customization and will also be serial-numbered for easy identification.

Provide Ongoing Code Maintenance

The codification process is not truly over when your new Code is delivered. Your community will change and grow, and ultimately, your Code will evolve with it. In order to maintain your Code as an accurate and reliable resource, it is important that the Village keeps the Code up-to-date after initial publication. General Code's supplementation services are designed to make the process easy, fast and accurate. Project Materials

Source Materials

General Code will use the following source materials for the codification project:

- > A copy of the Village's 1990 Code, as updated to Local Law No. 3-2021

Project Scope

This proposal and the scope of this project consider only the legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that Menands set up a process to routinely send any new legislation upon adoption. This additional legislation will be included in the Code up to the point where the editorial work has been completed and will be subject to an additional charge at the end of the project.

Investment Details and Options

Codification Project Price

\$8,630

Services included with the codification project:

- > Project Launch
- > Creation of a New Code, with Project Scope Including Legislation to Local Law No. 3-2021
- > Editorial Work
- > Proofreading
- > Shipping

Initial deliverables included with the codification project:

- > Editorial and Legal Analysis
- > Manuscript
- > Draft

Final deliverables included with the codification project:

- > Updated eCode360
- > eCode360 Search App
- > Publication of 5 Code Volumes in Standard Imprinted Post Binders
 - o Customizable Tabs
- > Comprehensive Index
- > Disposition List
- > Code Adoption Legislation

Administrative Fees

\$0

General Code does not charge administrative fees; you will only pay for products and services you actually use

Please note: Code books in addition to the 5 Code books included in the Codification Project Price may be ordered through the publication date of your Code. Pricing is available upon request.

Ongoing Services

Supplementation

Charges for supplementation during the phases of the project are outside the scope of work and the base price of the project. Therefore, the Village should budget separately for ongoing supplementation during the recodification project.

Deliverable	Delivery Date	Payment Milestone
Contract Signing	Within 30 days of contract signing	20% of total project price due
*Submission of the Editorial and Legal Analysis with Manuscript	Within 180 days of contract signing; the Village has 100 days for review	40% of total project price due
Submission of Draft	Within 145 days of receipt of responses to the Editorial and Legal Analysis; the Village has 45 days to review	30% of total project price due
Delivery of the Code	Within 40 days of approval to proceed with the publication of the Code	Balance of total project price due

Performance and Payment Schedule

Performance schedule reflects only business days excluding legal holidays.

**Code supplements shall be prepared prior to this stage to ensure that the Code remains up-to-date throughout the project.*

Code supplements shall be invoiced separately and are outside the scope of the project pricing. Estimates are available upon request.

Authorization and Agreement

The Village of Menands, Type 1S - Recodification, January 21, 2022

Codification Project Price

\$8,630

The Village of Menands, New York, hereby agrees to the procedures outlined above, and to General Code's Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

Village of Menands, Albany County, New York

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

GENERAL CODE, LLC

By: _____ Witnessed by: _____
Title: _____ Title: _____
Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to General Code to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Menands for its records.

Scan and email the completed form to contracts@generalcode.com. You may also fax the completed form to General Code at (585) 328-8189 or return it by mail to General Code, 781 Elmgrove Road, Rochester, NY 14624.

Additional Online Services

MapLink™ powered by ZoningHub™

MapLink is a *Visual Zoning* service that makes it easier for business and property owners, planners, developers, and constituents to find the information they need in your community's Zoning ordinance by presenting Zoning Code data from *eCode360* in an interactive online map. *MapLink* users can click on a map to view details about permitted uses and answer questions such as, "Where can I open my business?" and "What can I do with my property?" With just a few clicks, users interested in economic development can view dimensional requirements, allowable uses, and zoning districts, zoom to an individual parcel to examine its requirements, or search for properties based on land use. By making it easier for users to find the information they need for their development projects, they are more likely to open their businesses in the Village, which can help grow your community.

MapLink uses your municipality's existing GIS map information and seamlessly presents data from *eCode360*, so your interactive map clearly and accurately displays your essential Zoning elements. When a Code supplement including a Zoning change is completed and posted to *eCode360*, your Code data is simultaneously updated in *MapLink*, ensuring that users are always working with the most accurate requirements.

eCode360® Enhanced Graphics™

eCode360 Enhanced Graphics can help drive economic development in your community by presenting an online Zoning Code that is clear, easy to understand and always up-to-date. *Enhanced Graphics* offers zoning specific features like integrated tables that allow users to view tables in context, multi-column layout options to accommodate natural image placement, searchable image captions, color coding to create easier navigation, and high-quality

graphics. Every community is unique, so we also offer custom solutions tailored to suit your community's specific needs.

Custom Local Building Code

Until now, no single publication has included both ICC I-Code building regulations and local amendments in an integrated form. Our CLBC solution will create a single central repository for your adopted Building Code regulations that is intuitive, searchable, and linked to your municipal Code. This solution will eliminate the need to separately manage state adopted I-Codes and your local amendments, and make your Building Code regulations available from anywhere at any time, even if the Village only has one set of printed books.

Application Programming Interface

Application Programming Interfaces (API) make it possible for your Code in eCode360 to "talk" with additional external systems to share information. General Code has APIs that deliver structured Code information contained in eCode360 to external systems, including legislation drafting, parcel management, municipal websites, enterprise content management (ECM), permitting, GIS-based interactive maps, code enforcement, law enforcement, and more.

For more information on our additional online services please contact us at sales@generalcode.com

Resolution Number: 220031

Trustee Lane made a motion to approve General Code to complete a Codification of the Village Codes at a cost of \$8,630.00, seconded by Trustee Harris.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

Trustee Marsh led a discussion regarding a Water Shutoff Wavier Form. Anytime DPW is asked to shut off water to a business or residence the form must be signed to relieve the Village of any liability. A discussion followed.

WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT (Water Department)

I, _____ ("Owner"), am the owner AND / OR

authorized designee of the PROPERTY located at:

_____ (property address), Menands, New York 12204
(the "Property"). I have requested the Village of Menands - Water Department (the "Municipality") for help in TURNING ON AND/OR TURNING OFF the property water supply line (WATER MAIN CURB STOP). I understand that the WATER MAIN CURB STOP is NOT the responsibility or obligation in any way of the Village of Menands.

I have, however, requested help from the Village of Menands, to TURN ON AND / OR TURN OFF the water service. THE PURPOSE OF THIS WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT IS TO ASSURE THE VILLAGE OF MENANDS WILL NOT BE HELD RESPONSIBLE FOR ANY DAMAGE, DIRECT OR INDIRECT, THAT I, THE PROPERTY, OR ITS CONTENTS MAY INCUR, NOW OR IN THE FUTURE AS A RESULT OF THE WORK THE VILLAGE OF MENANDS PERFORMS ON THE PROPERTY IN THE COURSE OF ATTEMPTING TO OPERATE THE CURB STOP.

IN CONSIDERATION for receiving help from the VILLAGE OF MENANDS – WATER DEPARTMENT to TURN ON AND/OR TURN OFF the water service at the Property, I agree as follows:

I HEREBY RELEASE the VILLAGE OF MENANDS, its employees, officials, and agents from any claims for damages that I or the Property or its contents may sustain or incur now or in the future as a direct or indirect result of the VILLAGE OF MENANDS attempt to operate the water shut off (CURB STOP), and I hereby waive any right of claim I may have, now or in the future, against the City, its employees, officials, and agents as a result of any such damage that may result from that attempt.

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS ASSERTMENTS. I AM AWARE THAT THIS IS A LEGALLY BINDING RELEASE OF LIABILITY AND HOLD HARMLESS AND I SIGN IT OF MY OWN FREE WILL. I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS AGREEMENT. PRIOR TO SIGNING THIS WAIVER, YOU MAY CONSULT WITH AN ATTORNEY AND / OR PLUMBING PROFESSIONAL.

SIGNATURE OF OWNER /
AUTHORIZED DESIGNEE: _____
DATE: _____

SIGNATURE OF VILLAGE EMPLOYEE: _____
DATE: _____

*A copy of this WAIVER will be kept at the Village of Menands – CLERK’s Office and one will be provided to the signatory individual at the time of signing.

Resolution Number: 220031

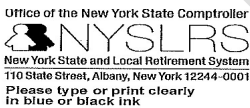
Trustee Marsh made a motion to approve the Water Shutoff Waiver Form, seconded by Trustee Harris.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

Resolution Number: 220032

Trustee Harris made a motion to approve the Standard Work Week for Trustee Lane, seconded by Trustee Foley.



Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Employer Location Code
4 0 1 2 3

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A
(Rev.11/19)

BE IT RESOLVED, that the Village of Menands / 40123 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Timothy Lane	6717	R11055683	Trustee	7/1/21 – 7/1/25	6	3.83	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
Appointed Officials:									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Donald Handerhan, secretary/clerk of the governing board of the Village of Menands, of the State of New York, (Name of Secretary or Clerk) (Circle one) (Name of Employer)

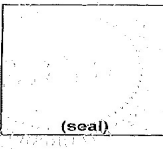
do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 22 day of Feb., 20 22 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Menands on this 23 day of February, 20 22.

Donald Handerhan (Signature of Secretary or Clerk)

Affidavit of Posting: I, Donald Handerhan, being duly sworn, deposes and says that the posting of the Resolution began on 02/23/2022 and continued for at least 30 days. That the Resolution was available to the public on the: (Date)

- Employer's website at: www.villageofmenands.com
- Official sign board at: _____



ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	ABSTAINED
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

Resolution Number: 220033

Trustee Marsh made a motion to approve the purchase of the Meeting Owl Pro, seconded by Trustee Lane.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

Economic Development Intern's Report

Intern Isabel Smrstik Gave updates on the following items:

1. NYCOM Winter Legislative Meeting
2. Food Truck Festival
3. CGI Video

The Clerk advised the Board that minimum wage has increased to \$13.20 per hour.

Mayor Grenier advised the Board that Park Rental Reservations will start March 1st, 2022. However, due to construction repaving the Basketball Court the first reservation date will be July 1st, 2022. A discussion followed.

Mayor Grenier read the following comments from Bill Garvey

Memorandum 02/20/22

TO: All Menands Village Board Members
FROM: Bill Garvey, Jr.

I got important letters of concern and importance they are:

- 1) 1/17/22 PD did a well check on him because his family wasn't able to contact him. The Police Officer helped him with a new phone. He wanted to thank them for their kindness.
- 2) On 1/20/22 he informed the police of a black car illegally parked between buildings a Village One Apts., they came and ticketed the vehicle.
- 3) Concerned about the condition of parts of Oakland Avenue, he would like it repaired in 2022.
- 4) He is concerned about the condition of the sand/salt sheds.
- 5) Express concern over train whistles during Quiet Zone Hours.
- 6) Concerned for Mr. Weaver of 33 Glenwood Road. He hopes this issue between Mr. Weaver and the Village can be resolved.

Thank you for your time and consideration.

Yours sincerely
Bill Garvey Jr.

At 7:54 P.M. Trustee Harris made a motion to enter into Executive Session to discuss legal matters, seconded by Trustee Marsh.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

The regular meeting reconvened at 8:32 P.M.

A motion was made by Trustee Harris to adjourn, seconded by Trustee Lane.

ADOPTED:

Trustee Foley	voting	AYE
Trustee Harris	voting	AYE
Trustee Lane	voting	AYE
Trustee Marsh	voting	AYE
Mayor Grenier	voting	AYE

The meeting was duly adjourned at 8:32 P.M.

Donald Handerhan
Village Clerk