

**VILLAGE OF NORWOOD BOARD OF TRUSTEES
MEETING MINUTES – REGULAR MEETING
March 18, 2025 – 6:00 P.M.**

PLEDGE OF ALLEGIANCE

POINTED OUT THE LOCATION OF THE EXITS ON THE EAST AND WEST WALLS OF THE MEETING ROOM. ADVISED THAT THE ROOM HAS CAPACITY FOR 220 PEOPLE.

Attendees Mayor Mark Tebo
 Trustee Michael diVincenzo
 Trustee Robin Fetter
 Trustee Lisa Levison
 Trustee Matthew Tebo
 Village Clerk Jessica Nezezon
 DPW Superintendent Dan McGregor-excused
 Code Enforcement Jeff Murray-excused
 Waste Water Treatment Plant Michael Smith
 Police Chief Shawn Wells
 Fire Chief Jeremy French

Guests: Sharon and Dick Bastille

1. ACCEPTANCE OF MINUTES

A motion was made by Trustee Tebo and Seconded by Trustee Levison to accept the minutes from the February 18, 2025 Regular Board Meeting.

Ayes 3 Nays 0 Abstain 1

A motion was made by Trustee Tebo and Seconded by Trustee Levison to accept the minutes from the February 18, 2025 Executive Session.

Ayes 3 Nays 0 Abstain 1

2. MARCH 2025 MONTHLY EXPENDITURES

A motion was made by Trustee diVincenzo and Seconded by Trustee Tebo to approve the expenditures for the month of March 2025 in the amount of \$152,073.52 chargeable to the following funds:

General Fund	\$ 36,865.41
Water Fund	\$ 4,112.16
Sewer Fund	\$ 110,368.39
Trust & Agency	\$ <u>727.56</u>
TOTAL	\$ 152,073.52

Ayes 4 Nays 0

3. PUBLIC COMMENTS

The Bastilles will be running the 2025 Fall Fest and also will be interviewing the Mayor and Trustees individually about their year in review.

4. DPW REPORT

Written report provided. The Board voted on the following purchases based on quotes provided:

A motion was made by Trustee Levison and Seconded by Trustee Fetter to approve the purchase of a new pump for the WWTP as opposed to repairing the existing pump.

Ayes 4 Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to approve the purchase of a dump box for the 2018 Chevy truck used by the DPW.

Ayes 4 Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to approve the purchase of a dump box for the 2018 Mack truck used by the DPW.

Ayes 4 Nays 0

5. CODE ENFORCEMENT REPORT

Code Enforcement Officer, Jeff Murray, provided materials for “Pro-Housing Community Program”; a program for localities that have not seen housing growth to apply for grants. Mr. Murray requested Resolution # 3-1 of 2025 be approved by the Board as it is necessary to qualify for the program. Tabled at this time for Board to review documents provided.

6. MUNICIPAL WATER/WASTE WATER TREATMENT PLANT REPORT

Written report provided. WWTP Chief Operator, Mike Smith, reported there are issues with the wet well. He will be getting a quote for the repairs as well as quotes for bolts and aerators that require replacing. Trustee Fetter has completed webinars for instructions for to pursue grants for the WWTP upgrades and reported that an engineering study is required to apply for grants.

7. POLICE DEPARTMENT REPORT

Written report provided. Police Chief Shawn Wells informed the Board that there are holes in PD coverage due to short staffing and the Norwood Village PD is no longer responsible for Potsdam Town Court and will now be covered by Potsdam PD.

8. FIRE DEPARTMENT REPORT

Fire Chief Jeremy French reported that the Fire Department has participated in training, provided mutual aid for Norfolk Fire and has upcoming Chief elections and County inspection. Chief French requested remaining funds in the budget at the end of the fiscal year be used toward new radios as opposed to the fire truck fund. Two new applications for membership were also presented to the Board.

A motion was made by Trustee Levison and Seconded by Trustee Fetter to approve the membership of Dennis Newvine Jr. to the Norwood Volunteer Fire Department.

Ayes 4 Nays 0

A motion was made by Trustee Levison and Seconded by Trustee Tebo to approve the membership of Riley Bloyd to the Norwood Volunteer Fire Department.

Ayes 4 Nays 0

9. MAYORS COMMENTS

Mayor Tebo announced WWTP Chief Operator, Mike Smith's retirement and Carlton Smith's application to fill the position and also become the Teamsters Union representative for the DPW.

A motion was made by Trustee Levison and Seconded by Trustee Tebo to accept WWTP Chief Operator, Mike Smith's April 4, 2025 retirement.

Ayes 4 Nays 0

A motion was made by Trustee Levison and Seconded by Trustee Tebo to accept the hire of Carlton Smith as the new WWTP Chief Operator beginning April 7, 2025.

Ayes 4 Nays 0

Mayor Tebo gave an update on the Prospect Street school issue. The County would be willing to purchase the property and fund the clean up and sell it back to the Village to possibly create 6 new parcels for residential properties. Trustee Fetter has concerns and would like to discuss this further.

Mayor Tebo reported he has received no response to his requests to Tisdels on street lights and sewer lining bids. The NY State burn ban is in effect March 16-May 14 and the Norwood PD and DEC has the authority to issue tickets for violations. A letter was received from Legion to notify and gave route/plan for the "Dustin Berger Memorial ATV Ride" scheduled for May 31, 2025 and requested assistance from local PD.

10. TRUSTEE COMMENTS

The Board of Trustees expressed their appreciation for Mike Smith and his years of service to the Village of Norwood. He consistently has gone above and beyond and he will be genuinely missed although he will be staying on as a part time employee for back up.

11. ACTION ITEMS

A motion was made by Trustee Tebo and Seconded by Trustee Levison to approve the Williamson Law Book Company contract for the next year.

Ayes 4 Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Levison to enter into Executive Session at 7:05 p.m.

Ayes 4 Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to adjourn the Executive Session and the regular Board meeting at 7:45 p.m.

Ayes 4 Nays 0