

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING
December 5, 2011 at 6:00 P.M.

Mayor Kastberg called the meeting to order at 6:00 p.m.

PRESENT: Trustee Fluman, Gifford, Neals, Rizzo, Mayor Kastberg, Attorney Marola
EXCUSED:

Mayor Kastberg appointed Trustee Gifford as Deputy Mayor.

MOVED by Trustee Rizzo, seconded Trustee Neals that *Brian Mercy* be and he is appointed as Acting Village Justice for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that *Audrey Osterlitz* be and she is hereby appointed as Clerk to the Village Justice for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Luis Aguero* be and he is hereby appointed to serve as Building Inspector for a term of one year to serve as such at a salary adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that *Maria Schmitz* be and she is hereby appointed as the Board Stenographer for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

Mayor Kris Kastberg appointed *Michelle Norris* as the Village Historian for a term of one year to serve as such without compensation.

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Jenny Lippman* be and he is hereby appointed as Chairman of the Planning Board for the term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that *Dave Moehle* be and he is hereby appointed as member of the Planning Board for the term of five years to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Carl Yanoch* be and he is hereby appointed as member of the Planning Board - Alternate for a term of two years to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that *Newequash Haile* be and she is hereby appointed as Clerk to the Planning Board for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Emily Kohout* be and she is hereby appointed as a member of the Zoning Board of Appeals -Chair for a term of five years to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Catherine Busher* be and she is hereby appointed Clerk to the Zoning Board of Appeals for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Neals that *Catherine Gatta* be and she is hereby appointed as a member of the Board of Park Commissioners representing Freedom Park for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that *Teresa Norton* be and she is hereby appointed as Clerk to the Board of Park Commissioners for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Rizzo, that *Andrew Kohout* be and he is hereby appointed to serve as Chairman of the Traffic Safety Committee for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *John Jones* be and he is hereby appointed to serve as member of the Traffic Safety Committee for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Neals that *Andrew Kohout* be and he is hereby appointed to serve as member of the Traffic Safety Committee – DPW for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Rizzo that *Police Chief Peter Frisoni* be and he is hereby appointed to serve as member of the Traffic Safety Committee - Police for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Neals that *Fire Chief Charles Keller* be and he is hereby appointed to serve as member of the Traffic Safety Committee - Fire for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Rizzo that *Tom Melander* be and he is hereby appointed to serve as member of the Traffic Safety Committee - DOT for a term of one year to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Neals that *Catherine Busher* be and she is hereby appointed to serve as Clerk to the Traffic Safety Committee for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:
 Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that *Gordon LeVeille* be and he is hereby appointed to serve as a member of the Examining Board of Plumbers for a term of two years to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:
 Abstentions:

MOVED by Mayor Kris Kastberg, seconded by Trustee Neals that *Antonia Walsh* be and she is hereby appointed to serve as a member of the Housing Authority Committee for a term of five years to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:
 Abstentions:

Mayor Kastberg named the following Trustees to serve on the following committees:

Budget Committee	_____	<i>Entire Board</i>
Negotiations & Employee Relations	_____	<i>Mayor Kastberg and Trustee Neals</i>
Office Space & Management	_____	<i>Mayor Kastberg</i>
Finance Committee	_____	<i>Trustee Gifford & Trustee Neals</i>

Mayor Kastberg named the following Trustees to serve as liaison officer to work with the Board or Commission set forth:

Buildings & Grounds	_____	<i>Mayor Kastberg</i>
Parks	_____	<i>Trustee Fluman</i>
Public Works	_____	<i>Trustee Fluman</i>
Police	_____	<i>Trustee Neals</i>
Fire	_____	<i>Trustee Gifford</i>
County MRD Board	_____	<i>Vacant</i>
City of Schenectady	_____	<i>Mayor Kastberg</i>
County of Schenectady	_____	<i>Trustee Rizzo</i>
Recycling Coordinator	_____	<i>Vacant</i>
Park Board	_____	<i>Trustee Fluman</i>
Town Board	_____	<i>Trustee Neals</i>
Zoning Board of Appeals	_____	<i>Trustee Neals</i>
Plumbers Examining Board	_____	<i>Mayor Kastberg</i>
Public Health	_____	<i>Vacant</i>
Planning Board	_____	<i>Trustee Gifford</i>
Village Business District	_____	<i>Trustee Neals</i>
Historic Preservation	_____	<i>Trustee Fluman</i>
County Watershed Rules & Regulations	_____	<i>Trustee Rizzo</i>
Traffic Safety Committee	_____	<i>Trustee Rizzo</i>
Scotia Glenville DARE	_____	<i>Vacant</i>

Special Events Committee	_____	<i>Trustee Rizzo</i>
Senior Center	_____	<i>Trustee Gifford</i>
Clerk/Treasurer	_____	<i>Trustee Rizzo</i>

MOVED by Trustee Neals, seconded by Trustee Rizzo to ratify the above mayoral appointments of liaisons.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that the Public Official Bonds are and they hereby are established to be in the following amounts for the designated officers:

Village Clerk-Treasurer	\$1,000,000.00
Deputy Village Clerk-Treasurer	100,000.00
Deputy Village Clerk	100,000.00
Deputy Village Treasurer	100,000.00
Clerk to the Village Justice	100,000.00
Village Justice	100,000.00
Acting Village Justice	100,000.00

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that the *Daily Gazette* is and it hereby is named as the official newspaper of the Village of Scotia beginning this date.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that the *First National Bank of Scotia, the Bank of America, the Key Bank and TD Bank* be and they hereby are designated as the official depositories of the Village of Scotia for moneys received by the Clerk-Treasurer and other Village Officials for the official year beginning this date.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals that Maria Schmitz, Clerk-Treasurer, is directed to pay principal and interest on all bonds and other obligations of the Village of Scotia as they become due and payable, including the Village's share of social security, health insurance, dental insurance, contracted lease and rental payments, utility and phone bills, and postage, freight and express charges.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Neals, seconded by Trustee Rizzo that the Mayor, Attorney, and Trustees attend the Annual NYCOM Mayor's Conference, be and it hereby is authorized, that the Clerk-Treasurer attend the Annual NYCOM Fall Training School, be and it hereby is authorized, that the Superintendent of Public Works attend the Annual NYCOM Public Works Conference, be and it hereby is authorized, that the Fire Chief attend the Eastern Association of Fire Chief's Conference, be and it hereby is authorized, that the Police Chief attend the New York State Association of Chief's of Police Annual Conference be and it hereby is authorized, and that the attendance for all those previously mentioned is hereby authorized provided, however, that such attendance be confined to New York State unless otherwise specifically authorized by the Board of Trustees, and that all legal expenses in connection with such attendance be a claim against the Village.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Rizzo to nominate *Police Chief Peter Frisoni and Fire Chief Charles Keller* to serve as members on the Town of Glenville's Public Safety Board for a one-year term to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Trustee Rizzo, seconded by Trustee Neals whereas the Board of Trustees has determined to pay a rate as set and adjusted by the IRS per mile as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

MOVED by Mayor Kastberg, seconded by Trustee Neals to appoint *Trustee Gifford* as Marriage officer for a one-year term to serve as such without compensation.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays: None

Abstentions:

REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.

MOVED by Trustee Neals, seconded by Trustee Rizzo to review the Procurement Policy and readopt without changes.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Nays:

Abstentions:

NEW BUSINESS

Cathy Gatta submitted her resignation from the Board of Trustees effective December 5th. Mayor Kastberg thanked Cathy for her service to the Village and wished her well as a County Legislator.

Mayor Kastberg appointed Rory Fluman to position of Village Trustee to fill a one year term.

The Village of Scotia owns a strip of land that runs through the parking lot of Jumpin Jacks that at one time was the right of way for the trolley. Mark Lansing provided the Mayor with a written request to purchase this property in order to expand his business. Attorney Marola stated that the Village would have to have a survey of the property done, declare the land no use to the Village then set a fair market price for the property. The consensus of the Board of Trustees is to move ahead with the sale of the property.

Members of the Zoning Board of Appeals and the Planning Board must receive 4 hours of training each year in order to meet State requirements. Two members of the Zoning Board of Appeals have not met that requirement.

MOVED by Trustee Gifford, seconded by Trustee Rizzo to extend the time frame for receiving the required training by six weeks for Zoning Board of Appeals member Karen Trapini and Shawn Grandy. Mayor Kastberg will send them a letter notifying them of the extension.

Village code allows the Board to remove a person from the Zoning Board of Appeals or the Planning Board if that person has not received the required training. Joel Patrie has not received any required training in two years and was notified by the Mayor that if he did not received the training last year he would be removed from the board. The Mayor will send a letter to Joel Patrie that his removal from the Zoning Board of Appeals will be on the agenda for the regular meeting of the Board of Trustees to be held December 14th if he wishes to be heard by the Board at that time.

MOVED by Mayor Kastberg, seconded by Trustee Rizzo to enter into executive session to discuss contract negotiations and a litigation issue.

Ayes: Trustee Fluman, Gifford, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

Mayor Kastberg reconvened the board at 7:10p.m. with no action.

Adjournment.

Moved by Trustee Gifford seconded by Trustee Rizzo to adjourn the meeting at 7:10p.m.

Ayes:

Nays:

Abstentions:

Respectfully submitted by,

Clerk to the Village Board of Trustees