

Mayor Kastberg called the meeting to order at 5:30 p.m.

PRESENT: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

**PRIVILEGE OF THE FLOOR**

*Mayor Kastberg opened the privilege of the floor at 5:31 p.m.*

No one wished to speak

*Mayor Kastberg closed the privilege of the floor at 5:32 p.m.*

**GROVELAND SEWER REHABILITATION PROJECT**

Trustee Benny offered the following resolution and moved for its adoption:

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO CONTRACT NO. 2  
– SANITARY SEWER PIPE AND MANHOLE REHABILITATION FOR THE  
GROVELAND SEWER REHABILITATION PROJECT.**

Whereas, not all of the allowance item was used in Contract No. 2, resulting in an overall decrease in the project cost; and

Whereas, a Change Order was prepared by McDonald Engineering which provides for a reduction in the Contract price; and

Whereas, the Change Order results in a decrease of \$3,000.00 from the current contract amount of \$75,150.00 to arrive at a final contract amount of \$72,150.00, and

Whereas, this Change Order closes out Contract No. 2 – Sanitary Sewer Pipe and Manhole Rehabilitation, now therefore

Be it Resolved that Mayor Kastberg be and he hereby is authorized to sign Change Order No. 1 to Contract No. 2 – Sanitary Sewer Pipe and Manhole Rehabilitation.

Seconded by Trustee Neals and adopted by the following vote:

<u>Mayor Kastberg</u>	<u>Yes</u>
<u>Trustee Rizzo</u>	<u>Yes</u>
<u>Trustee Carpenter</u>	<u>Yes</u>
<u>Trustee Benny</u>	<u>Yes</u>
<u>Trustee Neals</u>	<u>Yes</u>

**308 ROOT AVENUE UNSAFE BUILDING DEMOLITION**

Trustee Benny offered the following resolution and moved for its adoption:

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO CONTRACT NO. 1  
– UNSAFE BUILDING DEMOLITION.**

Whereas, the Bid Form in the Project Manual for the Unsafe Building Demolition at 308 Root Avenue contained an Allowance Item of \$2,000.00 for unforeseen conditions encountered during construction; and

October 8, 2008

Whereas, PJR Contracting Inc. submitted the lowest most responsible bid in the amount of \$14,700.00 (including the Allowance) and was awarded the contract by the Village Board; and

Whereas, the project has been successfully completed and the Allowance item was not needed; and

Whereas, a Change Order has been prepared to remove the Allowance amount from the contract which results in a decrease of \$2,000.00 from the current contract amount of \$14,700.00 to arrive at a revised contract amount of \$12,700.00, now therefore

Be it Resolved that Mayor Kastberg be and he hereby is authorized to sign Change Order No. 1 to Contract No. 1 – Unsafe Building Demolition.  
Seconded by Trustee Neals and adopted by the following vote:

<u>Mayor Kastberg</u>	VOTING:	<u>Yes</u>
<u>Trustee Rizzo</u>	VOTING:	<u>Yes</u>
<u>Trustee Carpenter</u>	VOTING:	<u>Yes</u>
<u>Trustee Benny</u>	VOTING:	<u>Yes</u>
<u>Trustee Rizzo</u>	VOTING:	<u>Yes</u>

**HALLOWEEN CELEBRATION**

**MOVED** by Trustee Neals, seconded by Trustee Rizzo that  
Whereas, Halloween will be celebrated on Friday, October 31<sup>st</sup>, and  
Whereas, it is the intent of this resolution to keep Halloween a safe day for the children  
trick or treating in Scotia, now therefore,

Be it Resolved, that the date and time Halloween is to be celebrated within the Village  
of Scotia is from 4:00p.m. to 8:00p.m. on Friday, October 31<sup>st</sup>, 2008, and

Be it Further Resolved, that the Chief of Police be hereby authorized to print notices of  
“Safe Tuesday Halloween” and have them distributed to the Neighborhood Watch  
Groups, schools, churches, newspapers, and at any other locations deemed appropriate.

Ayes: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

**FIRE CHIEF POSITION**

The Schenectady County Civil Service has decided that only a promotional exam will be  
offered to fill the position of Fire Chief. Kastberg stated that the board has two options;  
interview now and make a provisional hire or keep things the way they are until the exam is  
given.

**MOVED** by Mayor Kastberg, seconded by Trustee Rizzo to interview eligible candidates  
now within the Scotia Fire Department and make a provisional appointment with the  
provision that the person score in the top three on the promotional test given in January.

Ayes: Mayor Kastberg and Trustee Rizzo

Noes: Trustee Benny, Carpenter and Trustee Neals

Abstentions: None

The board will meet on Wednesday, October 15<sup>th</sup> at 4:00 p.m. to further discuss this issue.

October 8, 2008

### **FLINT HOUSE USE POLICY**

The Mayor distributed a draft memorandum of understanding regarding the use of the Flint House and the property. The Scotia Historical Society is interested in continuing to hold events at the Flint House. The Mayor stated that the maintenance of the house and the parkland will fall under the Superintendent of Public Works; and suggested that the scheduling of events both in the house and the use of the land fall under the Park Board. Trustee Neals suggested that a waiver be signed by those that are volunteering at the house in case of injury. The Mayor stated that any event that is approved at the house under the authority of the Park Board would require proof of insurance. The Mayor will discuss the use policy with Joe Gatta, Chairman of the Park Board.

### **MAYOR'S COMMENTS TO THE BOARD**

No announcement has been made regarding the AFG grant for the ladder truck; the grant announcements are currently backed up by months. Regarding the erosion grant, public announcements were made in the Daily Gazette and The Spotlight on September 24<sup>th</sup> and September 25<sup>th</sup>. These announcements allow for a 30 day period for public response. The Justice Court has submitted a grant that is currently being reviewed and the Village should be notified by October 15<sup>th</sup>. The owner of 302 Mohawk Avenue was convicted and fined \$1,000. The owner has filed a notice of appeal on this decision. The municipal lot has been cleaned up, with the walnut tree being trimmed to the best of our legal ability. Met with Superintendent Susan Swartz and Principal of Lincoln School Ann Comley regarding the parking and traffic problems on Albion Street and Albermarle Road. The school was receptive to creating a eyebrow parking lane for buses and encouraging parents to only park on one side of the street. Chief Pytlovany and Tom Milander will have a follow up meeting with Susan Swartz. The Town of Glenville asked for the Village to provide a bid for Fire District #4. The Mayor submitted a bid of \$339,000 as was adopted in the 08-09 budget. The Mayor received notification on September 26<sup>th</sup> that the Scotia Fire Department will be distributing their fund raising calendars the week of Oct. 5<sup>th</sup> thru 11<sup>th</sup>.

**MOVED** by Trustee Neals, seconded by Trustee Rizzo to approve the Scotia Fire Department fund raising for the week of Oct. 5<sup>th</sup> thru 11<sup>th</sup>.

Ayes: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

The Board of Trustees asked that the Scotia Fire Department provide notice one month prior to the fund raising week. The Scotia Fire Department Open House will be on October 18<sup>th</sup> from 1:00 p.m. thru 4:00 p.m.

### **CORRESPONDENCE/LIAISON AND SPECIAL COMMITTEE REPORTS**

**Trustee Rizzo** – The first Holiday on the Avenue meeting will be held at the end of October. Received a concern from a resident regarding scraping back the bank behind the Scotia Mansion.

**Trustee Carpenter** – Attended Park Board meeting. An Eagle Scout submitted a project to build stairs down the riverbank to the Scotia Landing. Since the erosion project is still being considered, the Park Board suggested a project with the flower beds. Following a presentation by the Capital District Tobacco Free Coalition, the Park Board would like signs placed at the Kiddie Park, beach, pavilion at beach and Little League Stadium, as a reminder that there are “Young Lungs at Play”. The Little League would like to put four lights poles up at the stadium. Mayor Kastberg suggested that the Village receive input from the residents surrounding that area. Trustee Benny stated that the Planning Board requires a lighting plan for projects and suggested that a plan be submitted to the Board of Trustees for this project. Fox Business Channel will be airing a documentary on aerations systems that

October 8, 2008

features filming of Collins Lake. As soon as the exact dates and times are known, this will be communicated to the board members. The Park Superintendent asked that there be more of a police patrol along an area known as the monkey trail. This area has been cleared out and it seems to have become an area where the kids hang out; creating litter and leaving empty bottles of alcohol behind.

**Trustee Benny** – Planning Board did not hold a meeting this month. Richard Adams of Scotia Cinema has picked up an application for the CDBG Revolving Loan Fund. Received a phone call from the group that has been volunteering their efforts to clean up garbage in the Village that when they were cleaning up in the park they were confronted by the kids that are in the park, and the group had to call the police. Trustee Benny asked if the Sheriff could come into the park a few times a week to possibly discourage them from being there. Chief Pytlovany stated that the Sheriff has been in that area a few times already.

**Trustee Neals** – The police department is hoping to have the new patrol car on the road by January 1<sup>st</sup>. The police department has been stopping tractor trailers that are entering the Village illegally. Chief Pytlovany suggested a sign at the end of Freeman's Bridge Road stating that truck traffic is not allowed to enter the Village of Scotia. A request for this will be made thru the Traffic Safety Committee to the Town of Glenville Traffic Safety Committee.

#### **DEPARTMENTAL REPORTS**

**MOVED** by Trustee Carpenter, seconded by Trustee Rizzo that the Departmental reports be accepted as presented with thanks.

Ayes: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

#### **SUMMARY OF BUDGET TRANSFERS FOR SEPTEMBER**

The Clerk-Treasurer provided the board with a summary of all budget transfers for the month of September.

#### **AUDIT OF CLAIMS**

**MOVED** by Trustee Neals, seconded by Trustee Benny that be it resolved that all claims against the Village dated October 8, 2008, be allowed and ordered paid in full in the amounts claimed. Further the Clerk/Treasurer is hereby authorized to draw checks in the claimants' favor and in the full amount listed and charge the same to the funds listed therein.

Ayes: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

#### **MINUTES OF THE SPECIAL MEETING HELD SEPTEMBER 2, 2008**

**MOVED** by Trustee Carpenter, seconded by Trustee Benny that the minutes of the September 2, 2008 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Benny, Carpenter, Neals and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

#### **MINUTES OF THE REGULAR MEETING HELD SEPTEMBER 10, 2008**

**MOVED** by Trustee Carpenter, seconded by Trustee Benny that the minutes of the September 10, 2008 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Rizzo, Carpenter, Neals, Benny and Mayor Kastberg

Noes: None

October 8, 2008

Abstentions: None

**NEW BUSINESS**

Trustee Benny asked if the financial audit was complete for Fiscal Year 07-08. The audit is complete and Steve Lubbe will be attending the November board meeting to review the report with the board.

**MOVED** by Trustee Neals, seconded by Trustee Benny to contract with Pat DiCesare to prepare insurance specifications for the Village of Scotia, with reimbursement at a rate of \$180 per hour, not to exceed \$3,800.

Ayes: Trustee Rizzo, Carpenter, Neals, Benny and Mayor Kastberg

Noes: None

Abstentions: None

The Village of Scotia High School art students have prepared drawings to replace the current Village of Scotia seal. The drawings will be displayed on the Village's website for public input and they will also be displayed in the lobby of the Clerk's office.

The bids for the moderator of the CDTC Linkage Study are in, and there needs to be a committee to review the bids. Mayor Kastberg suggested that the committee be made up of 1 Park Board member, Superintendent of Public Works, Supervisor of Parks and Recreation and 1 member of the Board of Trustees. Trustee Carpenter will represent the Board of Trustees.

The bids have been received for the firehouse windows. Since the bid did not match the specs that were distributed, the project is going to have to be re-bid.

Mayor Kastberg appointed Katie Roch of 309 First Street to the Park Board. There is still a vacancy to the alternate position of the Zoning Board of Appeals.

**ADJOURNMENT**

**MOVED** by Trustee Rizzo, seconded by Trustee Carpenter to adjourn the meeting at 6:30p.m.

Ayes: Trustee Benny, Carpenter, Neals, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

Respectfully submitted,

Maria A. Schmitz  
Clerk to the Village Board of Trustees