

Mayor Kastberg called the meeting to order at 7:00 p.m.

PRESENT: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

EXCUSED: Trustee Zeman

*Mayor Kastberg opened the privilege of the floor at 7:00p.m.*

No one wished to speak.

*Mayor Kastberg closed the privilege of the floor at 7:01p.m*

**RESOLUTION APPROVING GRANT AWARDS FOR CASE #6N29-02 IN  
CONNECTION WITH VILLAGE OF SCOTIA HOUSING REHABILITATION  
PROGRAM**

**MOVED** by Trustee Mathes, seconded by Trustee Gifford that

Whereas, the Village of Scotia has established a Housing Rehabilitation Program funded by the New York State Affordable Housing Corporation Affordable Home Ownership Development (AHOD) Home Improvement Program; and

Whereas, this program provides grants to the home owner to cover 100% of the cost of eligible costs, including rehabilitation construction, administration, project delivery, and associated soft costs, up to a maximum of \$40,000 per project, and

Whereas, a single family property Case File #6N29-02 has been determined to be eligible for this grant assistance and the owner of the property has requested such assistance, and

Whereas, property rehabilitation specifications will be provided to a minimum of three (3) qualified contractors for bid, and

Whereas, the low bid cost to complete the rehabilitation work specified is to be determined but will not exceed funds available, including the costs for administration, project delivery, and associated soft costs, and

Whereas, the low bid cost to complete the work specified will be verified upon receipt of bidding documents, and

Whereas, Shelter Planning & Development, Inc. has overseen the grant process and has verified that it has been followed in this case and recommends approving these grants, and

Whereas, a Note and Mortgage will be filed against the property for the benefit of the New York State Affordable Housing Corporation of a period of ten (10) years from the completion of the rehabilitation,

Now Therefore, Be it

Resolved, that the Village Board authorizes and directs either the Mayor to execute the Grant Award agreements and take such other and further action as may be necessary to effectuate the terms of this Resolution.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

June 8, 2016

**RESOLUTION APPROVING GRANT AWARDS FOR CASE #6N29-03 IN CONNECTION WITH VILLAGE OF SCOTIA HOUSING REHABILITATION PROGRAM**

**MOVED** by Trustee Mathes, seconded by Trustee Gifford that

Whereas, the Village of Scotia has established a Housing Rehabilitation Program funded by the New York State Affordable Housing Corporation Affordable Home Ownership Development (AHOD) Home Improvement Program; and

Whereas, this program provides grants to the home owner to cover 100% of the cost of eligible costs, including rehabilitation construction, administration, project delivery, and associated soft costs, up to a maximum of \$40,000 per project, and

Whereas, a single family property Case File #6N29-03 has been determined to be eligible for this grant assistance and the owner of the property has requested such assistance, and

Whereas, property rehabilitation specifications will be provided to a minimum of three (3) qualified contractors for bid, and

Whereas, the low bid cost to complete the rehabilitation work specified is to be determined but will not exceed funds available, including the costs for administration, project delivery, and associated soft costs, and

Whereas, the low bid cost to complete the work specified will be verified upon receipt of bidding documents, and

Whereas, Shelter Planning & Development, Inc. has overseen the grant process and has verified that it has been followed in this case and recommends approving these grants, and

Whereas, a Note and Mortgage will be filed against the property for the benefit of the New York State Affordable Housing Corporation of a period of ten (10) years from the completion of the rehabilitation,

Now Therefore, Be it

Resolved, that the Village Board authorizes and directs either the Mayor to execute the Grant Award agreements and take such other and further action as may be necessary to effectuate the terms of this Resolution.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

**COLUMBIA HERITAGE, LTD. AGREEMENT**

**MOVED** by Trustee Gifford, seconded by Trustee Rizzo that

Whereas, the Village has begun investigating a proposed Waste Water Treatment Plant, and

Whereas, a Phase I Cultural Resources Survey is required for the proposed site, now therefore

Be it Resolved that the Board of Trustees authorizes the Mayor to sign an agreement with Columbia Heritage, Ltd for a Phase I Cultural Resources Survey in an amount not to exceed \$6,420.00 as outlined in a letter dated March 4, 2016.

Ayes: Trustee Gifford, Rizzo and Mayor Kastberg

Noes: Trustee Mathes

Abstentions: None

**PENSION WAIVER FOR CHIEF FRISONI**

**MOVED** by Trustee Mathes, seconded by Trustee Rizzo that

We, the Board of Trustees of the Village of Scotia, the appointing authority, hereby affirm under penalty of perjury as provided for in Article 210 of the Penal Law, that the statements made within Chief Peter Frisoni's *Application for Pension Waiver Pursuant to Section 211 of the New York State Retirement and Social Security Law* (and on attached papers therein) are true and correct, to the best of our knowledge, and that we have determined that the applicable criteria prescribed for approval under Section 211 have been satisfied and appropriate documentation has been provided.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

**CONTRACT WITH LUBBE AND HOSEY, LLC**

**MOVED** by Trustee Mathes, seconded by Trustee Rizzo that

Whereas, the Village of Scotia annually has a financial audit done by an outside accounting firm, now therefore,

Be it resolved that the Mayor is authorized to enter into a contract with Lubbe & Hosey, LLC for the Village's annual audit in an amount not to exceed \$17,200.00 and for the Court audit in an amount not to exceed \$4195.00.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

**STANDARD WORK DAY AND REPORTING**

**MOVED** by Trustee Gifford, seconded by Trustee Rizzo that

Be it Resolved, that the Village of Scotia (40008) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Village Trustee	Gregg Zeman	2.36 days per month
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Acting Village Justice	Kathleen Toombs	.87 days per month
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Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

**MAYOR'S COMMENTS TO THE BOARD**

There will be a multi-company fire training held on Sunday, June 12<sup>th</sup> at Maalwyck Park. If any Trustees are interested in observing, please give name to Chief Almy. Attended Police Chief's luncheon today at Glen Sanders Mansion. Thanked Cori Lombardo and the Memorial Parade Committee for all of their work in putting together the parade and the Memorial Services. Scotia Fire Department has received an Assistance to Firefighters Grant in the amount of \$14,286, with a Village match of \$714. The \$15,000 will be used to purchase 3 SCBA units. Car Show will be held Sunday, June 19<sup>th</sup>. Docks were put in by Village employees on Monday, June 6<sup>th</sup>.

June 8, 2016

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

**Trustee Mathes** – No report.

**Trustee Gifford** - Attended Fire Department meeting. Attended Planning Board meeting; discussed Scotia Motel project, CVS and a 10 unit apartments on Livingston Avenue.

**Trustee Rizzo** – Attended Car Show meeting. Thanked new chair of the Memorial Day Parade Committee Cori Lombardo; the Memorial Services were very well attended.

## **DEPARTMENTAL REPORTS**

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

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

## **AUDIT OF CLAIMS**

**MOVED** by Trustee Mathes seconded by Trustee Rizzo that be it resolved that all claims against the Village dated June 8, 2016 be allowed and ordered paid in full in the amount of \$262,926.27 charged to the following funds:

A-General Fund	\$230,401.80
F-Water Fund	\$ 23,797.49
G-Sewer Fund	\$ 8,726.98

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 Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

## **MINUTES OF THE REGULAR MEETING HELD MAY 18, 2016**

**MOVED** by Trustee Mathes, seconded by Trustee Rizzo that the minutes of the May 18, 2016 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

## **MINUTES OF THE SPECIAL MEETING HELD MAY 31, 2016**

**MOVED** by Trustee Mathes, seconded by Trustee Gifford that the minutes of the May 31, 2016 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Mathes and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

June 8, 2016

**NEW BUSINESS**

The bids for the Sidewalk Construction Project are due Thursday, July 16<sup>th</sup> at 3:00p.m. Once the bids are reviewed by McDonald Engineering, the Mayor would like to hold a special Board of Trustees meeting to award the contract and keep the process moving. The Mayor will advise on when meeting will be held.

**ADJOURNMENT**

**MOVED** by Trustee Rizzo, seconded by Trustee Gifford to adjourn the meeting at 7:16p.m.

Ayes: Trustee Gifford, Mathes, Rizzo and Mayor Kastberg

Noes: None

Abstentions: None

Respectfully submitted,

Maria A. Schmitz

Clerk to the Village Board of Trustees