

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING
December 3, 2018 at 6:00 P.M.

Mayor Gifford called the meeting to order at 6:15p.m.

PRESENT: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Mayor Gifford hereby appoints Trustee Rizzo as Deputy Mayor.

Mayor Gifford hereby appoints George Solotruck to be a Trustee on the Board of Trustees for the remainder of the official year to fill a vacancy.

MOVED by Trustee Rizzo, seconded by Trustee Solotruck that *Michael Boyle* be and he is hereby 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that *Kristen Bode* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that *Victoria Ferrante* be and she is hereby appointed as Part-Time Clerk to the Village Justice, pending final Civil Service Approval, for a term of one year to serve as such at a salary as adjusted by the Board of Trustees.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Mayor Gifford 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Rizzo that *Lydia Marola* be and she is hereby appointed to serve as Village Attorney for a term of four years to serve as such at a salary adjusted by the Board of Trustees.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Rizzo that *Maria Schmitz* be and she is hereby appointed to serve as Clerk Treasurer for a term of four years to serve as such at a salary adjusted by the Board of Trustees.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Rizzo that *Teresa Norton* be and she is hereby appointed to serve as Deputy Clerk Treasurer for a term of four years to serve as such at a salary adjusted by the Board of Trustees.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Rizzo that *Newequash Haile* be and she is hereby appointed to serve as Deputy Clerk for a term of four years to serve as such at a salary adjusted by the Board of Trustees.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Solotruck 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded Trustee Gray that *Maria Schmitz* be and she is hereby appointed as the Registrar of Vital Statistics for a term of four years to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded Trustee Tiberio that *Newequash Haile* be and she is hereby appointed as the Deputy Registrar of Vital Statistics for a term of four years to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Solotruck that *Tim Goyette* be and he is hereby appointed as member of the Planning Board to fill remaining three years of a five year term to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Trustee Tiberio that *Eric Buzkirk* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Tiberio that *Carl Yanoch* be and he is hereby appointed as member of the Planning Board to fill remaining four years of a five year term to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that *Eric Buzkirk* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

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

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that *Jeff Parry* be and he is hereby appointed as Chairman of the Zoning Board of Appeals for the term of one year to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio, that *Police Chief Peter Frisoni* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio that *Fire Chief Ken Almy* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio that *Carl Yanoch* be and he is hereby appointed to serve as member of the Traffic Safety Committee – Planning Board Member for a term of one year to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio that *Barbara Becker* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo seconded by Trustee Tiberio that *Jeff Williams* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Tiberio that *James Murphy* be and he is hereby appointed to serve as member of the Housing Authority Committee for a term of five years to serve as such without compensation.

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

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

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

Mayor Gifford hereby appoints *Beverly Clark* as the Village Historian for a term of one year to serve as such without compensation.

Mayor Gifford hereby appoints *George Solotruck* to serve as Community Garden Coordinator for a term of one year to serve as such without compensation.

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

Budget Committee	_____	<i>Entire Board</i>
Negotiations & Employee Relations	_____	<i>Mayor Gifford and Trustee Tiberio</i>
Finance Committee	_____	<i>Trustee Gray and Trustee Solotruck</i>

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

Parks	_____	<i>Trustee Solotruck</i>
Public Works	_____	<i>Trustee Gray</i>
Buildings & Grounds	_____	<i>Mayor Gifford</i>

Police	<u>Trustee Tiberio</u>
Fire	<u>Trustee Rizzo</u>
County MRD Board	<u>Mayor Gifford</u>
City of Schenectady	<u>Mayor Gifford</u>
County of Schenectady	<u>Trustee Rizzo</u>
Recycling Coordinator	<u>Mayor Gifford</u>
Town Board	<u>Trustee Gray</u>
Zoning Board of Appeals	<u>Trustee Tiberio</u>
Plumbers Examining Board	<u>Mayor Gifford</u>
Public Health	<u>Mayor Gifford</u>
Planning Board	<u>Trustee Solotruck</u>
Village Business District	<u>Trustee Tiberio</u>
Historic Preservation	<u>Trustee Solotruck</u>
County Watershed Rules & Regulations	<u>Mayor Gifford</u>
Traffic Safety Committee	<u>Trustee Solotruck</u>
Special Events Committee	<u>Trustee Rizzo</u>
Senior Center	<u>Mayor Gifford</u>
Clerk/Treasurer	<u>Trustee Gray</u>

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

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, 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
Clerk to the Village Justice	100,000.00
Village Justice	100,000.00
Acting Village Justice	100,000.00

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

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

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Rizzo, seconded by Trustee Tiberio 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Rizzo to nominate *Police Chief Peter Frisoni and Fire Chief Ken Almy* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.

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

Ayes: Trustee Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

DISCUSSION OF STATE & MUNICIPALS (SAM) FACILITIES GRANT FOR COLLINS LAKE WATER QUALITY STABILIZATION

Doug Cole of Prime Engineering and Jim Marx, Supervisor of Parks and Recreation present at meeting. The Village has been awarded a SAM grant in the amount of \$60,000 for Collins Lake Water Quality Stabilization. Doug Cole stated that the funds will be used to replace the flapper valve at Collins Lake outlet with a duck bill valve to prevent back flow. The total projected cost of the project is \$85,800. Doug Cole will send a proposal to provide engineering services for the grant to be approved at the regular board meeting.

VILLAGE EMAIL ACCOUNTS

Mayor Gifford stated that village email accounts have been set up for all Trustees and all correspondence from this point forward will be sent to those accounts.

SCHENECTADY COUNTY SOLAR CONSORTIUM

Trustee Tiberio stated that he had a very informative discussion of this issue with Kathy Rooney; suggested that she or a representative from Schenectady County provide the current board with an overview of the project at a future work session.

AUDIT OF CLAIMS

MOVED by Mayor Gifford, seconded by Trustee Tiberio that be it resolved that all claims against the Village dated December 3, 2018 be allowed and ordered paid in full in the amount of \$640,133.00 charged to the following funds:

A-General Fund \$ 587,840.00

F-Water Fund \$ 36,316.50

G-Sewer Fund \$ 15,976.50

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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

ADJOURNMENT

Moved by Mayor Gifford, seconded by Trustee Rizzo to adjourn the meeting at 6:50p.m.

Respectfully submitted by,

Maria A. Schmitz

Clerk to the Village Board of Trustees