

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING
December 1, 2014 at 6:00 P.M.

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

PRESENT: Trustee Gifford, Lockwood, Mathes, Rizzo and Mayor Kastberg

Mayor Kastberg appointed Trustee Gifford as Deputy Mayor.

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Kathleen M. Toombs* be and she 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Kayla Brown* 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Deanna Hitchcock* be and she is hereby appointed as member of the Planning for the term of five years to serve as such without compensation.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Lisa Holst* be and she is hereby appointed as Chairman of the Planning Board for the term of one year to serve as such without compensation.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Terry Jackson* be and he 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford that *Adrienne Levinthal* be and she is hereby appointed as an Alternate member of the Zoning Board of Appeals for a term of two years to serve as such without compensation.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford, 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

Mayor Kastberg appointed *Gregg Zeman* as member of the Planning Board to fill remaining four years of a five year term to serve as such without compensation.

Mayor Kastberg appointed *Carl Herzog* as Alternate member of the Planning Board to fill the remaining one year of a two year term to serve as such without compensation.

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 Lockwood</i>
Finance Committee	_____	<i>Trustee Rizzo and Trustee Mathes</i>

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

Parks	_____	<i>Trustee Rizzo</i>
Public Works	_____	<i>Trustee Mathes</i>

Police	_____	<i>Trustee Lockwood</i>
Fire	_____	<i>Trustee Gifford</i>
County MRD Board	_____	<i>Mayor Kastberg</i>
City of Schenectady	_____	<i>Mayor Kastberg</i>
County of Schenectady	_____	<i>Trustee Lockwood</i>
Town Board	_____	<i>Trustee Mathes</i>
Zoning Board of Appeals	_____	<i>Trustee Lockwood</i>
Planning Board	_____	<i>Trustee Gifford</i>
Village Business District	_____	<i>Mayor Kastberg</i>
County Watershed Rules & Regulations	_____	<i>Mayor Kastberg</i>
Traffic Safety Committee	_____	<i>Trustee Mathes</i>
Special Events Committee	_____	<i>Trustee Rizzo</i>
Senior Center	_____	<i>Mayor Kastberg</i>
Clerk/Treasurer	_____	<i>Trustee Rizzo</i>

MOVED by Mayor Kastberg, seconded by Trustee Gifford to ratify the above mayoral appointments of liaisons.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

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

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo and Mayor Kastberg

Noes: None

Abstentions: Trustee Mathes

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford 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 Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

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

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.

MOVED by Mayor Kastberg, seconded by Trustee Gifford to review the Procurement Policy and readopt without changes.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

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

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

REVIEW OF 2014 INITIATIVES

The Mayor reviewed the list of 2014 initiatives and asked the members of the Board of Trustees to provide their 2015 initiatives at the next work session.

MOVED by Mayor Kastberg, seconded by Trustee Gifford to submit an Employee Transfer Request to Schenectady County Civil Service Commission for a lateral firefighter approval.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

ADJOURNMENT

Moved by Mayor Kastberg, seconded by Trustee Gifford to adjourn the meeting at 6:35p.m.

Ayes: Trustee Gifford, Lockwood, Rizzo, Mathes and Mayor Kastberg

Noes: None

Abstentions: None

Respectfully submitted by,

Maria A. Schmitz

Clerk to the Village Board of Trustees