

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

PRESENT: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

EXCUSED: Trustee Mathes

### **FISCAL YEAR 2017-2018 BUDGET**

The Mayor provided an overview of the 2017-2018 Executive Budget. The budget proposes a .60% increase to the Tax Rate and a 1.17% increase to the Tax Levy; which complies with the tax cap legislation.

#### **a) Public Hearing**

*Mayor Kastberg opened the Public Hearing at 7:07p.m.*

No one wished to speak.

*Mayor Kastberg closed the public hearing at 7:08p.m.*

#### **b) Action**

**MOVED** by Mayor Kastberg, seconded by Trustee Gifford that

Whereas, the Board of Trustees has met to prepare the Tentative Budget adopted on March 20, 2017 for fiscal year 2017-2018 and

Whereas, a public hearing has been conducted this evening, April 12<sup>th</sup>, as required by law,

Now therefore, be it Resolved that the Tentative Budget dated March 20, 2017, is hereby adopted as the Budget for the Village of Scotia for Fiscal Year 2017-2018.

Trustee Rizzo thanked the Department Heads for their efforts.

Trustee Tiberio asked the status of the grants for Police and Fire staffing; Mayor stated that this will be a discussion for next year's budget.

Ayes: Trustee Gifford, Rizzo and Mayor Kastberg

Noes: Tiberio

Abstentions: None

Trustee Tiberio stated that he cannot vote a for a tax increase; he does not have the knowledge yet but would like to go through the budget line by line and look at expenses that can be cut or revenues that could be raised so that an increase does not have to be passed on to the taxpayers. Mayor Kastberg suggested that Trustee Tiberio become informed on any questions he may have. Mayor Kastberg stated that this is the third budget meeting where there have been opportunities to make amendments to the budgets; the goal being to have input prior to adoption.

### **PRVILEGE OF THE FLOOR**

*Mayor Kastberg opened the privilege of the floor at 7:10p.m.*

No one wished to speak.

*Mayor Kastberg closed the privilege of the floor at 7:11p.m.*

### **CHANGE ORDER#2 FOR WELL PUMP #1**

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

Whereas, the Board previously approved a contract for the repairs to Well Pump #1, and

Whereas, Change Order #1 for a new screen and installation was previously approved, and

Whereas, the additional cost is \$1,597.50 for delays beyond Layne Christensen Company's control, now therefore

Be it Resolved, that the Board of Trustees authorizes a Change Order #2 as outlined in a letter dated April 5, 2017 from McDonald Engineering and further authorizes an additional expenditure of \$1,597.50 for work from the F-fund.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

### **PAYMENT FOR WELL PUMP #1**

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

Whereas, the repairs to Well Pump #1 have been completed, and

Whereas, the Village Engineer, McDonald Engineering has reviewed the work and found it satisfactory and further recommends that Layne Christensen Company be paid in full in the amount of \$61,557.50, now therefore

Be it Resolved that the Board of Trustees approves final payment to Layne Christensen Company in the amount of \$61,557.50.

**NYS DEC WATER QUALITY IMPROVEMENT PROGRAM GRANT**

**MOVED** by Trustee Tiberio, seconded by Trustee Rizzo to authorize the Mayor to sign a letter of intent for Round 13 of the NYS DEC Water Quality Improvement Program Grant.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**GROSS UTILITY TAX AUDIT**

**MOVED** by Trustee Tiberio, seconded by Trustee Rizzo to authorize the Mayor to sign an agreement with Computel Consultants to perform an audit on Village Gross Utilities, including, electric, gas, cable, municipal GRT, the cost of which will be a one-time 40% fee of any recovered funds.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**GENERAL LEDGER/UTILITY BILLING SOFTWARE**

**MOVED** by Trustee Gifford, seconded by Trustee Tiberio to authorize the Mayor to sign an agreement with Logics for General Ledger/Utility Billing Software in the amount of \$19,495.00.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

The Mayor read the following report aloud;

**VILLAGE OF SCOTIA MS4 ANNUAL REPORT SUMMARY**

**MARCH 2016 – MARCH 2017**

**MCM#1 Public Education**

1. Stormwater pamphlets, handouts and posters are available at the Village Clerk's Office, DPW Office and Building Department Office.
2. The Village water quality report postcard was sent to all residents and included a link to the Village's MS4 Program web page.

**MCM#2 Public Involvement/Participation**

1. Collins Park and Freedom Park cleanup by GE employees on 4/23/16 and the after Fourth of July Fireworks cleanup on 7/23/16 had a total of 21 volunteers with 12 bags of garbage collected.
2. Schenectady County Water Quality Committee Meetings – the Village is represented at all 10 meetings each year.
3. The MS4 Annual Report is posted on the Village website and available at the Clerk's office for review and comment.

**MCM#3 Illicit Discharge Detection & Elimination (IDDE)**

1. All 23 storm sewer outfalls have been mapped within the Village. 8 were inspected for dry weather discharges to see if pollutants were being discharged. None were found.
2. The entire Village's storm sewer system is mapped using GPS technology and can be viewed on the Schenectady County Internet Mapping System (SIMS).
3. The Village Storm sewer shed map has been completed

**MCM#4 & #5 Construction Site and Post Construction Control**

1. During the program year, there were two new projects that required a SWPPP to be reviewed (CVS and Comfort Inn) and there were no projects under construction that required SWPPP inspections.
2. The Village inspected four (4) post-construction stormwater management practices that are owned by the Village, several times each during the year. Maintenance was performed as needed, including mowing of the gassed areas.

**MCM#6 Municipal Operations**

1. Village employees continue to be trained to implement Best Management Practices to avoid stormwater pollution in their duties at the DPW garage and in their field operations. 73% of the Village DPW and Parks Dept. staff was trained this year.
2. During the past year:
  - a) Village streets were swept five times each for a total of 208 miles cleaned and approximately 10 acres of parking lots were swept.

- b) Catch basins were inspected and cleaned as necessary for a total of approximately 33 cleanings (approximately 7% of the system).
- c) The Parks Department applied minimal amounts of fertilizer in Village Parks and none near Collins Lake to help combat high phosphorus levels.

Notes:

- 1. MS4=Municipal Separate Storm Sewer System
- 2. MCM=Minimum Control Measure
- 3. SWPPP=Storm Water Pollution Prevention Plan

**MAYOR'S COMMENTS TO THE BOARD**

Applications are being accepted for Park Guards and School Crossing Guards. S-G Lions Splash Pad construction will begin this month; hoping to have completed by Memorial Day. Musicians of Maalwyck will be having a concert at the Flint House property on June 3<sup>rd</sup> at 6:30p.m. with a rain date of June 4<sup>th</sup>. Village Wide Garage Sale will also be held June 3<sup>rd</sup>. The State Budget was passed with legislation of County Wide Shared Services Property Tax Savings Plan. This Plan is now a requirement; each county must provide a plan with measurable savings to the taxpayers of that county. This plan is created by the County Manager in consultation with a Shared Service Panel which consists of the Chief Elected Official of each municipality within the county. The County Manager must also consult with each bargaining unit throughout the county. The plan must be submitted to New York State by August 1<sup>st</sup>. New York State will approve or disapprove the plan; the plan will not go to a public vote. If the plan is adopted, the County is eligible for a one time grant to offset the cost of the plan implementation. New York State Canal System is shortening their season. The Canal System season typically would run May 1<sup>st</sup> through November 15<sup>th</sup>; this year opening date will be May 19<sup>th</sup> and closing October 11<sup>th</sup>. Scotia Fire Department will be having an Open House Saturday, May 6<sup>th</sup> from 10:00a.m. to 3:00p.m. Department of Public Works Summer hours will begin on May 1<sup>st</sup>. Hours of operation will be Monday through Thursday from 6:30a.m. to 5:00p.m. These hours do not include the Typist and Mechanic. Mayor will be attending the Chamber of Commerce Good News Luncheon; Mohawk Taproom will be recognized. PERMA, the Village's workers compensation carrier, has awarded the Village of Scotia the 2016 Most Improved Experience Modification Factor Award. A production company will be coming to the village on May 5<sup>th</sup>, the date of the Village Wellness Fair, to create a video that will be shown at the annual PERMA Conference.

**CORRESPONDENCE, LIAISON AND SPECIAL COMMITTEE REPORTS**

**Trustee Gifford** – No Planning Board meeting held. Attended Fire Department meeting; Engine 1 is in need of repairs.

**Trustee Tiberio**– Attended Zoning Board meeting; approved Dairy Circus site plan. Attended a Business Improvement District meeting. BID will be disposing of the round garbage cans along Mohawk Ave; if the Park or DPW is interested in using them. BID is progressing on sidewalk project to even out the sidewalks along the avenue. BID asked when the Fire Department and Department of Public Works will be pressure washing the sidewalk. Superintendent Kohout stated that the State will come and sweep the street and they will pressure wash after that. Work will be done before the Memorial Day Parade.

**Trustee Rizzo** – Freedom Park Board met on Monday; organizing summer season. Special Events Committee will be having a meeting in the next few week for the car show.

**DEPARTMENTAL REPORTS**

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

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

Mayor appointed himself to the Finance Committee for this meeting only to review the audit of claims.

**AUDIT OF CLAIMS**

**MOVED** by Mayor Kastberg seconded by Trustee Rizzo that be it resolved that all claims against the Village dated April 12, 2017 be allowed and ordered paid in full in the amount of \$153,896.86 charged to the following funds:

A-General Fund	\$ 80,378.42
F-Water Fund	\$ 70,368.33

April 12, 2017

G-Sewer Fund \$ 3,150.11

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, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**MINUTES OF THE SPECIAL MEETING HELD FEBRUARY 28, 2017**

**MOVED** by Trustee Tiberio, seconded by Trustee Gifford that the minutes of the February 28, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**MINUTES OF THE SPECIAL MEETING HELD MARCH 7, 2017**

**MOVED** by Trustee Gifford, seconded by Trustee Tiberio that the minutes of the March 7, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**MINUTES OF THE SPECIAL MEETING HELD MARCH 8, 2017**

**MOVED** by Trustee Tiberio, seconded by Trustee Gifford that the minutes of the March 8, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Tiberio and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

**MINUTES OF THE REGULAR MEETING HELD MARCH 8, 2017**

**MOVED** by Trustee Tiberio, seconded by Trustee Gifford that the minutes of the March 8, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Tiberio and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

**MINUTES OF THE SPECIAL MEETING HELD MARCH 28, 2017**

**MOVED** by Trustee Tiberio, seconded by Trustee Gifford that the minutes of the March 28, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Tiberio and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

**MINUTES OF THE SPECIAL MEETING HELD APRIL 4, 2017**

**MOVED** by Trustee Gifford, seconded by Trustee Rizzo that the minutes of the April 4, 2017 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: Trustee Rizzo

**INTRODUCE LOCAL LAW 2017-A RELATING TO TRANSIENT MERCHANTS AND FOOD TRUCKS**

**MOVED** by Trustee Rizzo, seconded by Trustee Gifford to introduce Proposed Local Law 2017-A to amend the Transient Merchant law in regard to food trucks and to set the public hearing for the next regular meeting of the Board of Trustees, May 10, 2017 at 7:00p.m.

Mayor Kastberg presented Trustee Tiberio with a Village of Scotia lapel pin.

April 12, 2017

**ADJOURNMENT**

**MOVED** by Trustee Rizzo, seconded by Trustee Tiberio to adjourn the meeting at 7:31p.m.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

Mayor Kastberg reconvened the Board of Trustees at 7:32p.m.

**TOWN OF GLENVILLE / VILLAGE OF SCOTIA JOINT SURVEY COMMITTEE**

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

Whereas, General Municipal Law Article 5-G vests municipalities with the authority to do jointly what each could separately; and

Whereas, the Town board of the Town of Glenville and the Village Board of the Village of Scotia wish to appoint a joint committee to:

- a) Make surveys and studies and conduct research programs to aid in the solution of local governmental problems in efforts to improve administration and services.
- b) Provide for the distribution of information resulting from such surveys, studies and programs.
- c) Consult and cooperate with appropriate state, municipal and public or private agencies in matters affecting municipal government.
- d) Devise practical ways and means for obtaining greater economy and efficiency in the planning and provision of municipal services and make recommendations in accordance therewith.
- e) Promote the general commercial, industrial and cultural welfare of the participating municipalities.
- f) Otherwise promote strong and effective local government, public health, safety, morals and general welfare by means of local and intercommunity planning or performance of municipal services.
- g) Employ such persons and adopt such rules and regulations as shall be necessary and proper to effectuate the purposes of this section.
- h) Provide a forum for local governments to explore and develop areas for municipal cooperative activities pursuant to article five-G of General Municipal Law; and

Whereas, the new Town of Glenville/Village of Scotia Joint Survey Committee shall be comprised of six (6) members, each of whom shall be appointed for a one year term, with two members appointed by the Town Board of the Town of Glenville (one of whom may be a member of the Town Board) and two members appointed by the Village Board of the Village of Scotia (one of whom may be a member of the Village Board), and the Town Supervisor or his designee and the Village Mayor or his designee serving as the remaining two members; and

Whereas, the members of the Committee shall serve without compensation, but shall be reimbursed by their appointing municipality for any just and reasonable, actual expenses incurred in the performance of their official duties; and

Whereas, the Committee shall meet no less frequently than once per month, and shall report to the Town Board and Village Board no less frequently than once per year on its efforts;

Now Therefore, Be it Resolved, that the Village Board of the Village of Scotia hereby agrees to establish the Town of Glenville/Village of Scotia Joint Municipal Survey Committee effective immediately.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

**ADJOURNMENT**

**MOVED** by Trustee Gifford, seconded by Trustee Tiberio to adjourn the meeting at 7:34p.m.

Ayes: Trustee Gifford, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

Respectfully submitted,

Maria A. Schmitz

Clerk to the Village Board of Trustees