

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING
December 4, 2017 at 6:00 P.M.

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

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

Mayor Kastberg appointed *Trustee Gifford* as Deputy Mayor.

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes that *Kristin 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 Gifford, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes that *Gregg Zeman* be and he is hereby appointed as Member of the Planning Board to fill the position vacated by the resignation of Deanna Hitchcock to complete the remaining two years of a five year term and to serve as such without compensation.

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes that *Deanna Hitchcock* be and she is hereby appointed as Alternate Member of the Planning Board for the term of two years to serve as such without compensation.

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes that *Jeff Parry* 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Rizzo 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Rizzo 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg seconded by Trustee Rizzo 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Rizzo 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio seconded by Trustee Mathes that *Gordon LeVeille* 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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 Tiberio</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 Tiberio</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 Rizzo</i>
Town Board	_____	<i>Trustee Mathes</i>
Zoning Board of Appeals	_____	<i>Trustee Tiberio</i>
Planning Board	_____	<i>Trustee Gifford</i>
Village Business District	_____	<i>Trustee Tiberio</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>
Village/Town Visioning Committee	_____	<i>Mayor Kastberg & Trustee Mathes</i>

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

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

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

MOVED by Trustee Tiberio, seconded by Trustee Mathes 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, Mathes, Rizzo, Tiberio and Mayor Kastberg

Noes: None

Abstentions: None

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

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

Noes: None

Abstentions: None

REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.

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

Ayes: Trustee Gifford, Mathes, Rizzo, Tiberio 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.

RADIO TELEMETRY SYSTEM

MOVED by Trustee Tiberio, seconded by Trustee Mathes to authorize the Mayor to sign a contract, in a form approved by the Village Attorney, with Avanti Control Systems, Inc. for Radio Telemetry System in an amount not to exceed \$31,500.00.

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

Noes: None

Abstentions: None

DELIQUENT REVOLVING LOAN ACCOUNTS

MOVED by Trustee Tiberio, seconded by Trustee Mathes to approve the retainer agreement with O'Connell and Aronowitz for collection legal services.

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

Noes: None

Abstentions: None

MUNICIPAL BUILDING PROJECT

MOVED by Mayor Kastberg, seconded by Trustee Rizzo to authorize the Mayor to gather the necessary information to write a Request for Proposals (RFP) for a feasibility study for new Village facilities. If professional assistance is needed to write the RFP the Mayor is authorized to solicit price quotations to be submitted to the Board of Trustees for review.

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

Noes: None

Abstentions: None

MOVED by Mayor Kastberg, seconded by Trustee Gifford to enter into executive session to discuss possible litigation.

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

Noes: None

Abstentions: None

Mayor Kastberg reconvened the board at 7:45p.m. with no action.

ADJOURNMENT

Moved by Trustee Tiberio, seconded by Trustee Mathes to adjourn the meeting at 7:45p.m.

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

Noes: None

Abstentions: None

Respectfully submitted by,

Clerk to the Village Board of Trustees