

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

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

PRVILEGE OF THE FLOOR

Mayor Gifford opened the privilege of the floor at 7:02p.m.

No one wished to speak.

Mayor Gifford closed the privilege of the floor at 7:03p.m.

Dennis A. Ross, Vice President of H2M Architects & Engineers provided the Board of Trustees with a copy of the Request for Proposal for the Feasibility Study for the Construction of New Firehouse and Renovation of Existing Muncipal Building. The Project Services includes the following:

- **Project Scope** – meet with Village to discuss the scope, proposed schedule, communications and process for the project.
- **Operations Based Programs** – Develop individual Programs (space needs integrated with detailed operational assessments) of the Fire Department, Police Department, Court and any other Village department such as Clerk and Building Inspector that will share the renovated facility to identify needs for each department. Based on the Programs the Space Analyses will then be developed. The Space Analysis for the Fire Department will be the basis of the potential new facility size needed for the site layout. At this point, the Village will possess a size, scope and a per square foot probable cost of construction to verify that each project is on target with budget, vision and goals.
- **Existing Conditions** – Evaluate each department’s existing operations, physical facilities and systems to understand current use and needs; including measuring of existing municipal building to extent needed to create plans and 3-D layouts.
- **Site Evaluation** – Assess up to five (5) proposed sites utilizing field –tested site selection system that has previously resulted in numerous correct site identifications for fire station facilities. Upon completion of this service, a summary of findings and professional recommendation will be provided.
- **Codes, Requirements and Regulations** – Assess the relevant codes, regulatory requirements and operation guidelines for the fire station.
- **Conceptual Fire Department Site Layouts** – Generate conceptual block diagram layouts based on the Programs and Space Analysis.
- **Conceptual Village Hall Layout** – General conceptual Floor plan block diagram layouts based on Programs and Space Analysis.
- **Conceptual Designs** – Using the concept site and floor plans as a basis; create color elevations and 3-D massing image for each facility.
- **Budgets** – Generate a conceptual opinion of probable construction costs based on the programs, block diagram layouts, concept design, materials and systems anticipated for each option. The combination of hard and soft costs will defined in each project budget.
- **Draft and Final Report** – Generate a draft report that summarizes findings and includes the scope of service and deliverables.
- **Meeting and Presentation** – Meet with Village to program, review existing fcilites, examine sites, discuss designs and budgets. Develop a PowerPoint presentation and lead

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two Village presentations and an additional public presentation. The projected date of completion for the study is July.

FEAIBILITY STUDY AGREEMENT FOR FIREHOUSE AND RENOVATION OF MUNICIPAL BUILDING

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that

Whereas, the Village of Scotia continues to work on its need for new and/or updated Village facilities, and

Whereas, the Board of Trustees previously decided to move forward with a feasibility study, and

Whereas, a Request for Proposals was issued and twelve (12) proposals were submitted, and

Whereas, the proposals have been reviewed by the Board of Trustees, now therefore

Be it Resolved, that the Board of Trustees authorizes the Mayor to enter into an agreement with H2M Architects of Latham, NY to prepare a feasibility study for a new Firehouse and Renovation of the Existing Municipal Building in an amount not to exceed \$56,000 and in a form acceptable to the Village Attorney and further authorizes said funds to pay for the study to come from the Village Community Development Fund.

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

Noes: None

Abstentions: None

AGREEMENT MODIFICATION #1 WITH PRIME AE GROUP OF NY

MOVED by Trustee Solotruck, seconded by Trustee Gray that

Whereas, in January 2019 the Board of Trustees authorized the Mayor to enter into an agreement with KB Group of NY, Inc. dba PRIME AE Group of NY as set forth in a letter dated January 8, 2019 in the amount of \$36,000.00 for engineering services for the Pump Station Forcemain Engineering Planning Grant Study, and

Whereas, the parties have agreed to amend the agreement to include the New York State Environmental Facilities Corporation required contract language from the State Financial Assistance Program-Non-Construction Bid Packet effective October 1, 2019 at no additional cost to the Village, now therefore

Be it Resolved that the Board of Trustees authorizes the Mayor to sign Agreement Modification #1 agreement with KB Group of NY, Inc. dba PRIME AE Group of NY to include the New York State Environmental Facilities Corporation required contract language from the State Financial Assistance Program – Non-Construction Bid Packet effective October 1, 2017 for no additional increase in engineering project fees.

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

Noes: None

Abstentions: None

AGREEMENT WITH CHAZEN COMPANIES REGARDING CDBG ADA CURB RAMP PROJECT

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that

Whereas, in January 2019 the Board of Trustees committed the balance of its NYS CDBG Program Income to a Handicap Accessible Sidewalk Ramps Project pursuant to ADA

Regulations in compliance with the Office of Community Renewal HCR policy, and

Whereas, to meet federal requirements environmental review services are required, and

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Whereas, three (3) Requests for Proposals were received, and
Whereas, the Superintendent of Public Works in a memo dated February 8, 2019 recommended the contract be awarded to Chazen Companies, now therefore,
Be it Resolved that the Board of Trustees authorizes the mayor to enter into an agreement with Chazen Group in an amount not to exceed \$2,000.00 for environmental review services for the CDBG Curb Ramp Project.

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

Noes: None

Abstentions: None

APPROVAL OF VOLUNTEER FIREFIGHTER

MOVED by Trustee Rizzo, seconded by Trustee Gifford that

Whereas, the Village Fire Department has recommended that Maryna Martin be appointed a volunteer firefighter for the Village of Scotia Fire Department, now therefore,

Be it Resolved that the Board of Trustees approves the appointment of Maryna Martin as a volunteer firefighter for the Village of Scotia Fire Department.

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

Noes: None

Abstentions: None

MAYOR'S COMMENTS TO THE BOARD

Mayor has received three proposals for the replacement of the Fire Department overhead door; going to look into the cost of repair vs. replacement. Met with the Historian and a chimney sweep to see if the fireplace at the Flint House is in working condition; it was determined that the fireplace is not in working condition and the chimney is in need of repair. Met with Supervisor Koetzle regarding connecting the bike trail between Freeman's Bridge and Schonowee Avenue; Superintendent Kohout is going to provide an estimate for the cost of the project. Held a Memorial Day Parade Committee meeting last night; several new volunteers attended and are willing to help with the event; Kris Kastberg and Joe Talbot will co-chair the event.

CORRESPONDENCE, LIAISON AND SPECIAL COMMITTEE REPORTS

Trustee Tiberio – Attended BID meeting; Becky Daniels from Discover Schenectady provided a presentation to the business owners. There are several building owners in the BID that are interested in a discussing a façade program with Metroplex. Thanked the Facilities Committee for their time and input into the municipal building project; looking forward to the project moving forward.

Trustee Rizzo – Attended Memorial Day Parade Committee meeting. Car Show meeting will be held tomorrow night.

Trustee Gray – The Department of Public Works has received the new leaf machine that was approved for purchase by the Board of Trustees; will be put to use in the fall. The Clerk's Office now has a water and sewer online portal available; payment can be made through the system as well as viewing prior history and current meter readings. Attending Town of Glenville meeting next Wednesday.

Trustee Solotruck– Continuing to work on communications consolidation project. Attended Planning Board meeting; an expansion to Hometown Pub and Grub was approved. Planning Board also discussed FCC legislation for small cell sites. The board approved entering a

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Schenectady County Solar Energy Consortium; good opportunity to save on energy costs moving forward. Attended NYCOM summit on the state's proposed legalization of cannabis. Thanked Trustee Tiberio, Mayor Gifford and Superintendent Kohout for their efforts on the Facilities Committee.

DEPARTMENTAL REPORTS

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

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

Noes: None

Abstentions: None

AUDIT OF CLAIMS

MOVED by Trustee Solotruck, seconded by Trustee Gray that be it resolved that all claims against the Village dated March 13, 2019 be allowed and ordered paid in full in the amount of \$119,003.29 charged to the following funds:

A-General Fund \$ 107,226.94

F-Water Fund \$ 7,677.49

G-Sewer Fund \$ 4,098.86

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

MINUTES OF THE SPECIAL MEETING HELD JANUARY 22, 2019

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that the minutes of the January 22, 2019 Village of Scotia, Board of Trustees meeting are hereby approved.

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

Noes: None

Abstentions: None

MINUTES OF THE SPECIAL MEETING HELD FEBRUARY 18, 2019

MOVED by Trustee Tiberio, seconded by Trustee Solotruck that the minutes of the February 18, 2019 Village of Scotia, Board of Trustees meeting are hereby approved.

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

Noes: None

Abstentions: None

MINUTES OF THE SPECIAL MEETING HELD FEBRUARY 24, 2019

MOVED by Trustee Rizzo, seconded by Trustee Gray that the minutes of the February 24, 2019 Village of Scotia, Board of Trustees meeting are hereby approved.

Ayes: Trustee Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: Trustee Tiberio

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MINUTES OF THE SPECIAL MEETING HELD MARCH 5, 2019

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that the minutes of the March 5, 2019 Village of Scotia, Board of Trustees meeting are hereby approved.

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

Noes: None

Abstentions: None

MINUTES OF THE SPECIAL MEETING HELD MARCH 6, 2019

MOVED by Trustee Tiberio, seconded by Trustee Rizzo that the minutes of the March 6, 2019 Village of Scotia, Board of Trustees meeting are hereby approved.

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

Noes: None

Abstentions: None

NEW BUSINESS

Trustee Rizzo stated that the Antique Store on Mohawk Avenue will have a grand opening on Saturday, March 16th.

ADJOURNMENT

MOVED by Trustee Rizzo, seconded by Trustee Solotruck to adjourn the meeting at 7:25p.m.

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

Noes: None

Abstentions: None

Respectfully submitted,

Maria A. Schmitz

Clerk to the Village Board of Trustees