

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING

December 2, 2019 at 6:00 P.M.

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

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

Mayor Gifford hereby appoints Trustee Rizzo as Deputy Mayor.

MOVED by Trustee Gray, 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 Gray, seconded by Trustee Solotruck that *Victoria Ferrante* 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 Gray, seconded by Trustee Solotruck that *Kristen Bode* be and she is hereby appointed as Part-Time 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 Gray, seconded by Trustee Solotruck 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 as adjusted by the Board of Trustees.

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

Noes: None

Abstentions: None

MOVED by Trustee Gray, 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 Gray, seconded by Trustee Solotruck that *Gregg Zeman* be and he is hereby appointed as member of the Planning Board 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 Gray, seconded by Trustee Solotruck that *Jesus Santiago* be and he is hereby appointed as an alternate member of the Planning Board 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 Trustee Gray, seconded by Trustee Solotruck that *Eric Buskirk* 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 Gray, seconded by Trustee Solotruck 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 Gray, seconded by Trustee Solotruck that *Keith Brown* 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

MOVED by Trustee Gray, seconded by Trustee Solotruck that *Zachary Calderon* be and he 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 Gray, Rizzo, Solotruck, Tiberio and Mayor Gifford

Noes: None

Abstentions: None

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

Noes: None

Abstentions: None

MOVED by Mayor Gifford, seconded by Trustee Gray 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	_____	<i>Trustee Tiberio</i>
Fire	_____	<i>Trustee Rizzo</i>

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

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 Gray, seconded by Trustee Solotruck 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 Gray, seconded by Trustee Solotruck 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 Gray, seconded by Trustee Solotruck that the *First National Bank of Scotia, the Bank of America, the Key Bank, TD Bank and NY CLASS* 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 Gray, seconded by Trustee Solotruck 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 Gray, seconded by Trustee Solotruck 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 Gray to nominate *Police Dan Harrigan 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 Gray, seconded by Trustee Solotruck 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 Gray, seconded by Trustee Solotruck to review the Procurement Policy and readopt without changes.

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

Noes: None

Abstentions: None

DISCUSSION OF DOWNTOWN REVITALIZATION

Trustee Solotruck suggested that the Village look into applying for Governor Cuomo’s Downtown Revitalization Initiative (DRI); an initiative that the City of Schenectady recently received. Mayor Gifford will contact the Village’s grant consultant to determine the cost and process of the application.

DISCUSSION OF URBAN AGRICULTURE

The current Village Code §104-9 Poultry and fowl states that no person shall keep, house or maintain any poultry or fowl in the Village within 300 feet of any dwelling other than that occupied by him. There are a limited number of homes within the Village that meet that criteria. Mayor Gifford provided the board with examples of legislation of other municipalities. The board will review.

FACILITIES COMMITTEE UPDATE

Trustee Tiberio suggested a meeting with the facilities committee, department heads and H2M architect & engineering as the next step in the Municipal Facilities Project. Trustee Tiberio will coordinate the meeting.

ADJOURNMENT

Moved by Trustee Rizzo, seconded by Trustee Tiberio to adjourn the meeting at 6:55p.m.

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

Noes: None

Abstentions: None

Respectfully submitted by,

Maria A. Schmitz
Clerk to the Village Board of Trustees