

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING

December 6, 2021 at 6:00P.M.

Mayor Gifford called the meeting to order at 6:10p.m.

PRESENT: Trustee Cook, Trustee Gray, Trustee Solotruck and Mayor Gifford

PRESENT REMOTELY: Trustee Rizzo

Mayor Gifford hereby appoints Trustee Solotruck as Deputy Mayor.

**MOVED** by Trustee Gray, seconded by Trustee Rizzo 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Rizzo that *Audrey Osterlitz* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Cook 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Gray 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Cook 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Rizzo that *Jackie Bekkering* be and she is hereby appointed as member of the Zoning Board of Appeals for a term of five years to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Solotruck that *Jackie Bekkering* be and she is hereby appointed as Chair of the Zoning Board of Appeals for the term of one year to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Gray that *Brian Ives* be and he is hereby appointed as a member of the Zoning Board of Appeals to fill remaining four years of a five year term to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Rizzo that *Charlena Ward* be and she is hereby appointed as a member of the Zoning Board of Appeals to fill remaining one year of a five year term to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Gray that *Sing Sonthivongnorath* be and he is hereby appointed as an alternate member of the Zoning Board of Appeals to fill remaining one year of a two year term to serve as such without compensation.

Ayes: Trustee Gray, Solotruck and Mayor Gifford

Noes: Trustee Cook and Trustee Rizzo

Abstentions: None

**MOVED** by Trustee Rizzo, seconded by Trustee Cook that *Bruce Kohout* be and he is hereby appointed as an alternate member of the Zoning Board of Appeals for a two year term to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Rizzo that *Cassandra Valiquette* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Solotruck that *Eric Buskirk* be and he is hereby appointed as Chair of the Planning Board for the term of one year to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Rizzo, seconded by Trustee Solotruck that *Tim Goyette* be and he is hereby appointed as a member of the Planning Board for a term of five years to serve as such without compensation.

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

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Gray that *Bryan Reed* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Cook 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Cook that *Ryan Kedzior* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Solotruck 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Rizzo 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Solotruck that *Police Chief Dan Harrigan* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Solotruck 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Solotruck that *Gregg Zeman* 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Rizzo 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

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

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

Noes: None

Abstentions: None

Mayor Gifford hereby appoints *Tim Combs* as member of the Scotia Housing Authority to fill remaining one year of a five year term.

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 Solotruck</i>
Finance Committee	_____	<i>Trustee Rizzo and Trustee Cook</i>

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

Public Works	_____	<i>Trustee Solotruck</i>
Buildings & Grounds	_____	<i>Mayor Gifford</i>
Police	_____	<i>Trustee Cook</i>
Fire	_____	<i>Trustee Gray</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 Cook</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 Cook</i>
Historic Preservation	_____	<i>Trustee Solotruck</i>
County Watershed Rules & Regulations	_____	<i>Mayor Gifford</i>
Traffic Safety Committee	_____	<i>Trustee Gray</i>
Special Events Committee	_____	<i>Trustee Rizzo</i>
Freedom Park Foundation	_____	<i>Trustee Rizzo</i>
Senior Center	_____	<i>Mayor Gifford</i>
Clerk/Treasurer	_____	<i>Trustee Rizzo</i>

**MOVED** by Trustee Cook, seconded by Trustee Gray to ratify the above mayoral appointments of liaisons.

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

Noes: None

Abstentions: None

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

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

Noes: None

Abstentions: None

**MOVED** by Trustee Cook, seconded by Trustee Gray 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Gray, seconded by Trustee Rizzo 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Gray, seconded by Trustee Cook 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Mayor Gifford, seconded by Trustee Rizzo 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

**MOVED** by Trustee Solotruck, seconded by Trustee Cook 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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

### **REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.**

**MOVED** by Trustee Gray, seconded by Trustee Cook to review the Procurement Policy and readopt without changes.

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

Noes: None

Abstentions: None

### **AUCTION OF RIVERSIDE LOTS**

Mayor Gifford stated that he has received appraisals on the vacant lots on Riverside Avenue that are owned by the Village. Mayor Gifford would like to auction the vacant properties while giving preference to adjacent owners. Trustee Cook suggested that the village determine what can be done with the property prior to sale. Attorney Marola will review all of the parcels and determine if they can be split up and preference given to adjacent landowners. The Trustees will review the parcels with Superintendent Kedzior.

### **DISCUSSION OF POSSIBLE BONDING**

Captain Dave Wood present at meeting; discussed the need to upgrade Engine 2022. The pricing has increased from approximately \$550,000 to approximately \$700,000 in a year and a half and prices are most likely to continue to rise. The board discussed bonding a portion of the truck; Trustee Cook suggested a Capital Campaign to help offset the funds.

*Trustee Solotruck excused himself to attend Planning Board meeting.*

### **PROFESSIONAL SERVICES AGREEMENT WITH H2M ARCHITECTS + ENGINEERS**

**MOVED** by Trustee Gray, seconded by Trustee Cook that

Whereas, the Village desires to consider an additional site for a New Fire Station, now therefore,

Be it Resolved, that the Board of Trustees authorizes the Mayor to sign an agreement with H2M architects + engineers in an amount not to exceed \$3,500 as set forth in an agreement dated 12/1/21 to evaluate an additional site for a New Fire Station with the funds to come from the Economic Development Account.

Ayes: Trustee Cook, Gray, Rizzo and Mayor Gifford

Noes: None

Abstentions: None

**PUBLIC BENEFIT SERVICES AGREEMENT WITH SCHENECTADY COUNTY**

**MOVED** by Trustee Gray, seconded by Trustee Cook that

Whereas, Schenectady County has a fund to be used for the benefit of fire companies operating outside the City of Schenectady, and

Whereas, the County has awarded the Village of Scotia \$5,700.00 for certain fire department equipment, now therefore

Be it Resolved that the Board of Trustees authorizes the Mayor to sign the Public Benefit Services Agreement with Schenectady County to receive \$5,700.00 for certain fire equipment as set forth in an agreement.

Ayes: Trustee Cook, Gray, Rizzo and Mayor Gifford

Noes: None

Abstentions: None

**ADJOURNMENT**

**MOVED** by Trustee Cook, seconded by Trustee Rizzo to adjourn the meeting at 7:10p.m.

Ayes: Trustee Cook, Gray, Rizzo and Mayor Gifford

Noes: None

Abstentions: None

Respectfully submitted by,

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Maria A. Schmitz

Clerk to the Village Board of Trustees