

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

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

Mayor Gifford called for a moment of silence in memory of two village residents who have passed.

Sharon Trumpler; lived on the 200 block of Glen Avenue and had the prettiest garden on the street; worked hard on getting the CVS project right.

John Jones; lived on intersection of Albion and Albermarle; commander of that area and always looked out for school kids across the street.

Police Office Aaron Laube was sworn into his position

### **PRVILEGE OF THE FLOOR**

*Mayor Gifford opened the privilege of the floor at 7:10pm*

**Jeff Silvernail of 111 Toll Street;** Enjoys walking the Village; suggested additional crosswalk along Sacandaga Road, possibly at Second St. by Mekeel, Fifth St, and No. Toll. Hoping can be done at minimal cost to improve pedestrian safety. Superintendent Kezior stated that this is NYS roadway; the State has an upcoming paving project for that road and will discuss this proposal with them.

*Mayor Gifford closed the privilege of the floor at 7:12pm*

### **FISCAL YEAR 2022-2023 BUDGET**

Mayor Gifford provided an overview of the Tentative Budget for Fiscal Year 22-23 which includes a 2.26% tax levy increase and a 2.17% tax rate increase.

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

*Mayor Gifford opened the privilege of the floor at 7:12pm*

**Amanda Gonzales-Barone of 6 No. Holmes Street;** Concerned with the tax burden placed on the village residents along with the potential cost of the municipal facilities project. Asked the board to enter this year with the intention of making responsible long-term decisions regarding the village budget. Represents hundreds of neighbors that share these concerns and are unable to attend due to family conflicts, child care, work schedules, technical difficulties or too intimidated to speak to board directly.

*Mayor Gifford closed the privilege of the floor at 7:22pm*

#### **b) Action**

Mayor Gifford stated that the Village received a proposal for worker's compensation today which came in at a reduction and will amend the budget. With the amendments made, the budget includes a 1.95% tax levy; a 1.86% tax rate increase and falls below the tax cap legislation.

**MOVED** by Trustee Cook, seconded by Trustee Gray to amend the Fiscal Year 22-23 to decrease A.1910.4000 \$700, A.3120.4400 \$2,000, A.3410.4400 \$10,100, A.5010.4400 \$800, A.7140.4400 \$800, A.9040.8000 \$3,000 for a total of \$17,400; offset by A.1001 (Real Estate Taxes) Decrease F.9040.8000 \$2,000; offset by F.2140 (Metered Water Sales) Decrease G.9040.8000 \$600; offset by G.2120 (Sewer Services) Due to a decrease in Worker's Compensation Insurance premium.

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Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

**FY 22-23 BUDGET ADOPTION**

**MOVED** by Trustee Cook, seconded by Trustee Rizzo that  
Whereas, the Board of Trustees has met to prepare the Tentative Budget on March 7, 8, 21, 30, 2022 for Fiscal Year 2022-2023 and  
Whereas, a public hearing has been conducted this evening, April 13<sup>th</sup>, as required by law, and  
Whereas, after the public hearing the above amendments to the tentative budget were made,  
Now Therefore, Be it Resolved that the Tentative Budget dated March 31, 2022, and as amended in the above motion with corresponding adjustments necessary to revenues, is hereby adopted as the Budget of the Village of Scotia for Fiscal Year 2022-2023  
Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

**HEALTH INSURANCE PLAN**

**MOVED** by Trustee Rizzo, seconded by Trustee Solotruck to authorize the Mayor to enter into an agreement for the renewal of the MVP Health Plan for health insurance effective June 1, 2022.  
Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

**DENTAL INSURANCE AGREEMENT**

**MOVED** by Trustee Rizzo, seconded by Trustee Gray to authorize the Mayor to enter into an agreement for the renewal of the MetLife Dental Plan effective June 1, 2022 for the administration of the Village's dental insurance program.  
Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

**EYEMED VISION CARE PLAN AGREEMENT**

**MOVED** by Trustee Cook, seconded by Trustee Gray to authorize the Mayor to enter into an agreement for the renewal of the EyeMed Vision Care Plan effective June 1, 2022 for the administration of the Village's vision care insurance program.  
Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

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**WASTEWATER PEMP STATION PROJECT CHANGE ORDER #5 & #6– CONTRACT NO. 1-WASTE REMOVAL AND DISOSAL**

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

Whereas, the Village awarded a contract for Wastewater Pump Station Project Contract No. 1 to Precision Industrial Maintenance, and

Whereas, Wastewater Pump Station Project Contract #1 – Wastewater System Improvements, provided for sludge removal and disposal, and

Whereas, the estimated amount of sludge to be removed and disposed of in the original contract was low, and

Whereas, said significant additional sludge requires additional work and disposal fees as outlined in a letter from PRIME AE dated April 8, 2022, now therefore

Be it Resolved, that the Board of Trustees approves Change Order #5 to Contract #1- Wastewater System Improvements – Waste Removal and Disposal in the amount of \$30,967.00 and change order #6 to Contract #1 – Wastewater System Improvements – Waste Removal & Disposal in the amount of \$65,626.53.

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

Noes: None

Abstentions: None

**PAYMENT #6 & #7 TO O’CONNELL ELECTRIC COMPANY, INC.**

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

Whereas, the Village of Scotia has an agreement with O’Connell Electric Company, Inc. for electrical work for the Wastewater Pump Station Project Contract #4 – Electrical Construction, and

Whereas, a request for Payments #6 & #7 have been requested by O’Connell Electric Company, Inc. for additional work approved under the allowance, and

Whereas, Prime AE has reviewed the request and approved it, now therefore

Be it Resolved, that the Board of Trustees approves Payment #6 in the amount of \$2,850.00 and Payment #7 in the amount of \$8,997.20 to O’Connell Electric Company, Inc. for Wastewater Pump Station Project Contract #4 – Electrical Construction

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

Noes: None

Abstentions: None

**AGREEMENT WITH LABELLA ASSOCIATES**

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

Whereas, the Village of Scotia has been awarded a New York State Brownfield Opportunity Areas Program Grant for the Village of Scotia Downtown Revitalization BOA Nomination in the amount of \$200,000.00, and

Whereas, a proposal was received for the preparation of a BOA Nomination Study, now therefore,

Be it Resolved, that the Mayor is authorized to sign an agreement with LaBella Associates dated April 13, 2022 to prepare the BOA Nomination Study in the amount of \$200,000.00.

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

Noes: None

Abstentions: None

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**AGREEMENT WITH PRIME AE FOR PUMP STATION FUNDING APPLICATION**

**MOVED** by Trustee Solotruck, seconded by Trustee Gray that  
Whereas, the Village of Scotia is seeking funding for a Pump Station Forcemain Replacement Project, and

Whereas, the Village is in need of professional engineering assistance to do so, now therefore  
Be it Resolved, that the Board of Trustees approves the proposal from Prime AE dated April 6, 2022 for professional engineering services associated with the preparation of a Pump Station Forcemain Funding Application with NYSDEC in an amount not to exceed \$5,100.00.

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

Noes: None

Abstentions: None

**MEO-MEDIUM APPOINTMENT**

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

Whereas, the Village has an open MEO-Medium position, and  
Whereas, interviews have been duly conducted and a recommendation made, now therefore  
Be it Resolved, that the Board of Trustees hereby appoints Rick Quick to the position of MEO-Medium effective February 10, 2022.

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

Noes: None

Abstentions: None

**MEO-LIGHT APPOINTMENT**

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

Whereas, the Village has an open MEO-Light position, and  
Whereas, interviews have been duly conducted and a recommendation made, now therefore  
Be it Resolved, that the Board of Trustees hereby appoint Mark Mortensen to the position of MEO-Light effective February 10, 2022.

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

Noes: None

Abstentions: None

**FY 21-22 BUDGET AMENDMENT**

**MOVED** by Trustee Solotruck, seconded by Trustee Gray to increase F.8320.4540 by \$6,340.00; offset by a decrease to F Fund Balance for Well Pump #3 Repairs.

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

Noes: None

Abstentions: None

**STANDARD WORK DAY RESOLUTION FOR ELECTED OFFICIALS**

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

Be it Resolved, that the Village of Scotia/40008 hereby established the following standard work days for this title and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Title	Term	ROA Result
Heather Gray	Village Trustee	12/18-12/22	2.69 days/month

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Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

### **PAVILION USE FOR LIBRARY PROGRAMS**

**MOVED** by Trustee Rizzo, seconded by Trustee Cook to waive pavilion fees for Schenectady County Library Programs on July 7 and August 18, 2022

Ayes: Trustee Cook, Gray, Rizzo, Solotruck and Mayor Gifford  
Noes: None  
Abstentions: None

### **VILLAGE OF SCOTIA MS4 ANNUAL REPORT SUMMARY**

Trustee Cook read the following report:

#### **Village of Scotia MS4 Annual Report Summary**

**March 2021 – March 2022**

#### **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.
3. Yard waste and loose-leaf pickup programs were posted on the electronic sign in Collins Park, on the Village website, and the mass email list of 1,200 residents.
4. Due to the COVID-19 Pandemic, the Village did not have a Fire Department Open House event. In past years, stormwater brochures were handed out at the Fire Department Open House. The Village plans on resuming public education events when it is safe to do so.

#### **MCM#2 Public Involvement / Participation**

1. Schenectady County Water Quality Committee Meetings – the Village is represented at all 10 meetings each year. Meetings were held virtually.
2. The MS4 Annual Report is posted on the Village website and available at the Clerk's office for review and comment.
3. 24,000 pet waste bags were utilized.
4. A canal clean sweep, 4th of July fireworks cleanup, and Collins Lake cleanup were not performed this year due to the COVID-19 Pandemic, however there were 40 volunteers at the Earth Day cleanup that collected 40 bags of garbage. The Village plans on resuming these public involvement events when it is safe to do so.

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

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1. All 25 storm sewer outfalls are mapped within the Village. Eleven (11) were inspected in December 2020.

2. The locations of storm sewer outfalls and catch-basins are mapped and available for view on the Schenectady County Internet Mapping System (SIMS).

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

1. During the program year, there were zero projects requiring SWPPP reviews.

2. The Village inspected three (3) 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 grassed areas.

#### **MCM#6 Municipal Operations**

1. During the past year:

a. Village streets were swept two times each for a total of 104 miles cleaned and approximately 2 acres of parking lots were swept.

b. 55 Catch basins were inspected and cleaned as necessary (approximately 8% of the system), including those on Cuthbert Street and Vley Road prior to the paving work that was performed there.

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**

Attended Municipal Facilities meetings; parcel between the paint store and the church has been selected as the location for the fire house; which the Village bought in 1991 for the purpose of expanding its facilities. The current layout does not take any of the church property; church lot is leased by the Village and will allow for parking. Public Forum scheduled for April 21<sup>st</sup> at 7:00p.m. at First Reformed Church to provide for better accommodations. Supervisor Kedzior and Mayor interviewed three engineering firms for the Sunnyside Road Bridge Project; selection has been made and will be notified next week. Thanked DPW and Parks Department for all their hard work on Freedom Park Stage. Village Garage Sale will be held June 4<sup>th</sup> from 9am-3pm; registration deadline is May 27<sup>th</sup>.

#### **CORRESPONDENCE, LIAISON AND SPECIAL COMMITTEE REPORTS**

**Trustee Solotruck** – Busy month of meetings with the budget and municipal project; went on a tour of the Flint House. Applications currently coming in for Community Garden; area for residents to garden that do not have the area in their yard. Little League has completed some upgrades in the park with the help from Parks Department; sod placed on AA field and new batting cages will be going up soon. Continuing work on Municipal Facilities Project; relocation of the fire department is essential for the other municipal upgrades. Looking forward to public forum and speaking to residents regarding the project; hoping to be able to reduce the

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\$210/\$100,000 that was presented at prior meetings. Sacandaga sewer pipe repair has been completed by lining the existing pipe; looking forward to Sacandaga Road project with DOT and hopefully addressing some of the improvements that were mentioned tonight. Thanked Department Heads for their efforts on the budget. The budget presented by the Mayor was an increase of just under \$.32 per \$1000 of assessment which equates to \$58.90 increase per year for his home (assessed at \$185,000); with the amendments the tax increase would be \$50.40 per year. Complying with the tax cap saved reduced his tax amount by \$8.50 or .07 cents per month. Board works very hard on providing a responsible budget; happy to deliver budget as adopted.

**Trustee Gray** – Very proud of budget, thanked all Department Heads and members of the board. Tonight, the board delivered a budget under the tax cap; board continues to do the best they can for the residents of the Village of Scotia. Municipal Facilities Project is needed; has been discussed for 30 years. Encouraged any resident that does not think project is needed to come and tour the current facilities. Thankful for the residents that participated in the survey; look forward to the progress of the project in the upcoming months. Met with Chief Wood; call volume has increased 167 calls last month total of 426 for calendar year. Memorial Day Parade will be held on May 25<sup>th</sup>; Fire Department will also be having Chicken BBQ on that day. Met with Supervisor Koetzle regarding the sidewalk grant discussed at our last work session. Trustee Gray had a lot of concerns with the amount of contribution from the Town of Glensville and Village of Scotia; Supervisor Koetzle is expecting that amount to be reduced through additional grant funds. Boards will work together to keep project moving forward. Town of Glensville will be hosting movies in the park in August; nice to see events returning. No Police Reform Committee or Traffic Safety Committee meeting held. Encouraged residents to tour the renovations at the library; late fees have been waived. Thanked all the Department Heads on the wonderful job they did with the budget; appreciate all their efforts.

**Trustee Rizzo** – Thanked all for their hard work on the budget. Facilities Project; discussions have been successful and continue to move forward. Thanked Jim Archibald and the Park Department for their work on Freedom Park Stage. Memorial Day Parade will be held this year. Special Events Committee met regarding the Car Show; last year record was set for number of cars, hoping to continue with a successful event. Mayor Gifford stated the village received the Fiscal Stress Report from the State Comptroller and the Village received very good grades this year.

**Trustee Cook** – Joined board in May 2020; has learned how difficult and complex municipal budgeting is. Unlike private sector or non-profits; Village does not have the sale of goods to offset expenses. Municipalities have the responsibility to provide medical support, policing, parks, streets, roads and water and sewer; all essential building blocks of a community. These are provided as essential services; the taxes that we pay are investments into our community. Village of Scotia was created in 1904 after the Town was already 100 years old; people loved living in Scotia, majority of people in the Town lived in the Village of Scotia and enjoyed living in a close-knit community. Living in a close-knit walkable community requires a different level of service; according to New York State Comptroller's office the Village is a mid-size urban community. This makes things like community and close proximity policing essential, having a hybrid career and volunteer Fire Department essential, maintenance of 52 miles of roadway within 1.7 sq. miles makes Department of Public Works essential. 1.95% tax levy is amazing in a time when inflation is approaching 10%; this is not luck but monitoring spending and making difficult choices. The tax cap is not an indicator of fiscal health or fiscal responsibility. Office of State Comptroller Fiscal Stress Monitoring System is the primary key indicator of fiscal stress

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and fiscal irresponsibility. Since 2019 the Village has had No Designation. This year's fiscal stress number went from 12.9 to 9.9 and environmental stress indicator decreased from 23.3 to 10.0; this is due to the fiscal discipline of our department heads and our employees. Municipal Facilities Project important to improve outdated facilities; discussion of inadequacies of facilities has been going on for years. Time to take action for both employees and those that utilize facilities such as police custodial areas especially those for youth. Welcomed Aaron Laube to the police force; congratulated Scotia Police Department for continuing to hire leaders. Chief Harrigan continuing training efforts in department. Scotia PBA worked with a S-G High School student on service-oriented project for New Visions class; box was set up for food donations for local shelters. Chief Harrigan has put out a bid for a new police vehicle. Beat patrolling is part of the close proximity, community policing in the Village; businesses along Mohawk Avenue have taken notice as well as residents. Chief Harrigan has finalized the bid for the Community Resource Officer; will be active in schools as well as parks. Police Department received a Traffic Safety Grant from Governor's Traffic Safety Committee in the amount of \$5,440; targets driving violations with the hope of reducing motor vehicle accident as well as raising awareness for young drivers during upcoming prom season. Continuing to work on Cordico grant application. Thanked Chief Harrigan on his leadership of the Traffic Safety Committee; attended meeting to discuss permitting skateboarding on certain Village streets. Trustee Cook will introduce law with amendments at the May meeting for public consideration in June. Police Department has set up an email for any resident to submit traffic safety concerns; email is posted on Village website. BID looking forward to walkable season. Trustee Cook would like the board to solidify the use of ARPA funds for small business grants. Zoning Board of Appeals will have a meeting later in month.

### **DEPARTMENTAL REPORTS**

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

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

Noes: None

Abstentions: None

### **BUDGET ADJUSTMENTS**

**MOVED** by Trustee Cook, seconded by Trustee Rizzo to approve the Budget Adjustments for the month of March.

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

Noes: None

Abstentions: None

### **AUDIT OF CLAIMS**

**MOVED** by Trustee Rizzo, seconded by Trustee Cook that be it resolved that all claims against the Village dated April 13, 2022 be allowed and ordered paid in full in the amount of \$103,812.86 charged to the following funds:

A-General Fund	\$ 79,771.83
F-Water Fund	\$ 10,093.15
G-Sewer Fund	\$ 13,947.88



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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 Cook, Gray, Rizzo, Solotruck and Mayor Gifford

Noes: None

Abstentions: None

## **NEW BUSINESS**

### **WORKER'S COMP**

**MOVED** by Trustee Cook, seconded by Trustee Rizzo to authorize the Mayor to enter into an agreement for the renewal of the PERMA Worker's Compensation Plan effective June 1, 2022

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

Noes: None

Abstentions: None

Trustee Gray would like to discuss the use of APRA funds at next work session.

Trustee Cook would like to members of the board, the community and the Business Improvement District to strategize as to the future of Mohawk Avenue.

## **ADJOURNMENT**

**MOVED** by Trustee Cook, seconded by Trustee Rizzo to adjourn the meeting at 8:40p.m.

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

Noes: None

Abstentions: None

Respectfully submitted,

Maria A. Schmitz

Clerk to the Village Board of Trustees