

VILLAGE BOARD OF TRUSTEES ORGANIZATIONAL MEETING

December 1, 2025 at 6:00 P.M.

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

PRESENT: Trustee Brown, Trustee Cook, Trustee Gray, Trustee Solotruck and Mayor Bucciferro

Mayor Bucciferro hereby appoints Trustee Gray Deputy Mayor.

MOVED by Trustee Cook, seconded by Trustee Gray that *Michael Godlewski* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Cook, seconded by Trustee Brown that *Kathleen Haug* 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, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: Trustee Brown

MOVED by Trustee Solotruck, seconded by Trustee Brown 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee , seconded by Trustee 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.

Tabled pending further information.

MOVED by Trustee Cook, seconded by Trustee Brown that *Will Seyse* be and she 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions:None

MOVED by Trustee Gray, seconded by Trustee Brown that *Jamie Stegmann* be and she is hereby appointed as a Chair of the Zoning Board of Appeals for a term of one year to serve as such without compensation.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Trustee Gray 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Trustee Brown that *Joe Mulone* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Trustee Cook that *David Haug* 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, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: Trustee Brown

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

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Cook, seconded by Trustee Gray that *Kathleen Haug* be and she is hereby appointed Clerk to 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, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: Trustee Brown

MOVED by Mayor Bucciferro, seconded by Trustee Solotruck that *Joe Talbot* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Brown that *Nick Macherone* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Brown 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Cook that *Police Officer Jeremy Ecker* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Brown that *Police Chief Adam Halbfinger* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Gray that *Fire Chief David Wood* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Cook that *Police Chief Adam Halbfinger* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Brown 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Brown, 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Brown, seconded by Trustee Cook that *Kris McMore* be and he is hereby appointed to serve as a member of the Housing Authority Committee for a term of five years to serve as such without compensation.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

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

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

Mayor Bucciferro hereby appoints *Beverly Clark* as the Village Historian for a term of one year to serve as such without compensation.

Mayor Bucciferro hereby appoints *Bruce Kohout* to serve as Community Garden Coordinator for a term of one year to serve as such without compensation.

Mayor Bucciferro named the following Trustees to serve on the following committees:

Budget Committee	_____ <i>Entire Board</i>
Employee Relations & Contracts AND	_____ <i>Mayor Bucciferro</i>
For Fire	_____ <i>Trustee Brown</i>
For Police	_____ <i>Trustee Cook</i>
For DPW/Parks/Court	_____ <i>Trustee Solotruck</i>
For Administration/Building	_____ <i>Trustee Gray</i>
Finance Committee	_____ <i>Trustee Brown and Trustee Solotruck</i>

Mayor Bucciferro 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 Bucciferro</i>
Police	_____ <i>Trustee Cook</i>
Fire	_____ <i>Trustee Brown</i>
City of Schenectady	_____ <i>Mayor Bucciferro</i>
County of Schenectady	_____ <i>Trustee Solotruck</i>
Recycling Coordinator	_____ <i>Trustee Gray</i>
Town Board	_____ <i>Mayor Bucciferro and Trustee Cook</i>
Zoning Board of Appeals	_____ <i>Trustee Brown</i>
Plumbers Examining Board	_____ <i>Mayor Bucciferro</i>
Public Health	_____ <i>Mayor Bucciferro and Trustee Brown</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>Trustee Gray</i>
Traffic Safety Committee	<i>Trustee Gray</i>
Fireworks Committee	<i>Trustee Cook</i>
Freedom Park Foundation	<i>Trustee Cook</i>
Senior Center	<i>Mayor Bucciferro</i>
Clerk/Treasurer	<i>Trustee Solotruck</i>
Court	<i>Trustee Solotruck</i>
Building Inspection	<i>Trustee Gray</i>
Police Reform Committee	<i>Trustee Gray</i>
Municipal Building Project-Phase 2	<i>Trustee Solotruck</i>

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

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Solotruck, seconded by Trustee Brown 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
Deputy Village Treasurer	100,000.00
Clerk to the Village Justice	100,000.00
Village Justice	100,000.00
Acting Village Justice	100,000.00

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

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

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Cook, seconded by Trustee Gray 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Brown, seconded by Trustee Gray 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Mayor Bucciferro, seconded by Trustee Cook to nominate *Police Chief Adam Halbfinger and Fire Chief Dave Wood* 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Cook, seconded by Trustee Gray 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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

MOVED by Trustee Brown, seconded by Trustee Cook that the Mayor and Board of Trustees Appoint Laura Bull Chair and Appoint Board Members Abigal Bernard, Jenny Mancini and Adrienne Sikorski to the Scotia Fireworks Committee.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

ETHICS COMMITTEE

MOVED by Trustee Solotruck seconded by Trustee Gray that

Whereas, the Board of Trustees has recently revitalized the Village Ethics Committee and made appoints to the Ethics Board on March 12, 2025, and

Whereas, Village Code provides in pertinent part that the Ethics Committee shall consist of at least 3 members, all of whom shall reside in the Village of Scotia, a majority of such members shall be persons other than Village employees but the Board shall include at least one member who is an elected or appointed village employee, and

Whereas, the Board of Trustees adopted a resolution on December 11, 2024 regarding the makeup of the Ethics Committee which is not consistent with the appointments made on March 12, 2024, now there fore

Be It Resolved that the Board of Trustees amends the first two sentences of the resolution adopted December 11, 2024 to read, "The Mayor and the Board of Trustees establish an Ethics Committee consistent with existing Village Code. The Committee will be comprised of five (5) members who are residents of the Village and at least one shall be elected or appointed official.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

REVIEW PROCUREMENT POLICY AND READOPT WITH CHANGES.

MOVED by Trustee Brown, seconded by Trustee Gray to review the Procurement Policy and readopt WITH changes.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

2026 MEETING SCHEDULE

Trustee Cook suggested that the meeting held on the 2nd Wednesday of each month moved to 7:00p.m.

MOVED by Trustee Brown, seconded by Trustee Cook to adopt the 2026 Meeting Schedule as amended.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

SCOTIA FEE SCHEDULE REVISIONS

MOVED by Trustee Brown, seconded by Trustee Cook that

Whereas, the Village revised its Fee Schedule on November 12, 2025, and

Whereas, it was determined further revisions were needed, now therefore

Be it Resolved, that the Board of Trustees approves the Fee Schedule with additional revisions made to the Fee Schedule adopted November 12, 2025 as presented and reviewed.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

HOLIDAY ON THE AVENUE

MOVED by Trustee Brown, seconded by Trustee Cook to acknowledge Holiday on the Avenue to be held on December 14, 2025.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions: None

AUDIT OF CLAIMS

MOVED by Trustee Solotruck, seconded by Trustee Brown that be it resolved that all claims against the Village dated December 1, 2025 be allowed and ordered paid in full, in the amount of \$22,834.00 charged to the following funds.

A-General Fund \$ 22,834.00

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 Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions:

VILLAGE SPECIAL EVENTS

The Board of Trustees discussed the following related Special Events held in the Village such as Holiday on the Avenue, Cruzin on the Avenue, Memorial Day Parade and Fireworks.

Creating Special Event Committee/framework for committee

Special Events sponsored by a community organization with Village setting guidelines for event

Village liaison to each committee to funnel information through

Village setting clear guidelines for each event related to budget, vendors, etc.

Trustee Brown and Trustee Cook with discuss and provide board with a report at next work session

ADJOURNMENT

Moved by Trustee Cook, seconded by Trustee Brown to adjourn the meeting at 7:50p.m.

Ayes: Trustee Brown, Cook, Gray, Solotruck and Mayor Bucciferro

Noes: None

Abstentions:

Respectfully submitted by,

Maria A. Schmitz

Clerk to the Village Board of Trustees