

Pledge of Allegiance

PUBLIC MEETING

JANUARY 18, 2017

7:00 PM

MAYOR JOSEPH ORLOW PRESIDING

Approve Minutes from the January 4, 2017 Board Meeting
Approve bills audited tonight

AGENDA

- 1) Water/Sewer Projects Update
Well Rejuvenation – Trustee Girard
- 2) Review – New Chapter 121 of the Village Code entitled “Snow Removal”
- 3) Resolution – March 21, 2107 General Village Election “Polling location and Hours”
- 4) Resolution – March 21,2017 General Village Election “Appoint Election Inspectors and Approve Compensation for the day “funds transfer included in Account Transfer listed below”
- 5) NYCOM 2017 Winter Legislative Meeting – Albany, NY- February 12-14, 2017
- 6) 2017 Governmental Accounting Course Schedule Announced
- 7) 2017-2018 Budget
- 8) Emergency Management Certification and Training – Brian Abare, DPW Superintendent – Saratoga, NY - February 15, 2017
- 9) 2017 American Water Works association Training – Troy, NY - March 15, 2018
- 10) December 2016 Financial Statements
- 11) EPA “Employee Assistance Program” 2017 membership
- 12) SpyGlass Group. LLC Proposal – Utility Audit
- 13) Police Car – Auction International and Private Bid by Jim Betit Auto body

14) ASCAP – American Society of Composer, Authors & Publishers License Renewal
If approved their will also need to be a “Transfer of Funds” to cover the expense.

15) Account Transfers:

1. FROM: A1990.0400 CE Contingency \$995.00
TO: A1450.0400 CE Elections \$995.00
Additional money needed in account to cover 2017 election cost

2. FROM: FX8320.0401 CE Water Plant Electric \$10,000.00
TO: FX8310.0411 CE Water Engineering \$10,000.00
Additional money needed in account to cover professional engineering services

16) DPW Report

17) Trustee’s Report

18) Mayor Report

Public Forum


Danna Bock, Clerk Treasurer

Pledge of Allegiance

PUBLIC MEETING

JANUARY 18, 2017

7:00 PM

MAYOR JOSEPH ORLOW PRESIDING

Trustee William Hayes
Trustee Anthony Girard
Trustee Peter E. Lemery
Trustee Timothy Carota

Brian Abare, DPW Superintendent
Michael Muller, Attorney

Minutes

Trustee Carota moved to approve the minutes from the January 4, 2017; Trustee Lemery seconded the motion. The Board unanimously approved.

Bills

Trustee Carota moved to approve the bills; seconded by Trustee Lemery; Trustee Girard abstained because he did not have time to audit them, Trustee Hayes yes and Mayor Orlow yes.

FY 2016-2017	
<u>Vouchers 93198-93245</u>	
General Fund	\$15,694.11
Water Fund	2,909.86
Sewer Fund	<u>2,111.71</u>
Total	\$20,715.68

AGENDA

1) Water/Sewer Projects Update – Trustee Girard

Well Rejuvenation – Trustee Girard stated that he put a revised engineering proposal in all the Trustees Board mail boxes today and asked that this be reviewed and discussed at the February 1, 2017 meeting.

2) Review – New Chapter 121 of the Village Code entitled “Snow Removal”

Attorney Muller stated that at the last meeting the Village Board asked him to put together language would help the Village establish a suitable code that can be enforced for the purpose of sidewalk snow/ice removal. Attorney Muller then reviewed with the public and

the Board the language he has put together. After review he asked if there were questions regarding it. Mr. Wayne Bruce asked who is to enforce the code if adopted. Attorney Muller stated the Village Enforcement Officer would be responsible to enforce. Trustee Girard asked what happens when someone does not have a sidewalk. Attorney Muller stated that he was asked by the Board to create a law for snow/ice removal of sidewalks for safety reasons and therefore you cannot penalize someone for something they don't have. There was further discussion with Attorney Muller to see if the proposed law should be reconstructed in any way. It was decided to set the a Public Hearing date Trustee Carota moved to approved February 1, 2017 as the date for the Public Hearing and for the Clerk-Treasurer to advertise as such; seconded by Trustee Lemery and the Board unanimously; approved.

3) Resolution – March 21, 2107 General Village Election “Polling location (Village Office and Hours 12:00 pm to 9:00 PM)

Trustee Lemery moved to approve the Polling location and the hours for the March 21, 2017 General Election; seconded by Trustee Hayes and the Board unanimously approved.

4) Resolution – March 21,2017 General Village Election “Appoint Election Inspectors and Approve Compensation for the day “funds transfer included in Account Transfer listed below”

Trustee Lemery moved to approve the Appointed Election Inspectors and approve compensation for the March 21, 2017 General Election; seconded by Trustee Hayes and the Board unanimously approved.

5) NYCOM 2017 Winter Legislative Meeting – Albany, NY- February 12-14, 2017

Trustee Lemery moved to approve the expense for the elected officials to attend the Legislative Meetings in Albany, NY from February 12-14, 2017; seconded by Trustee Carota and the Board unanimously approved.

6) 2017 Governmental Accounting Course Schedule Announced

Trustee Carota moved to approve all expenditures associated with attending the accounting course. Trustee Lemery seconded the motion and the Board unanimously approved.

7) 2017-2018 Budget

Mayor Orlow stated that the budget process has started and under Village Law 5-500 he can assign the responsibilities of Budget Officer to someone else with their acceptance. He then stated that today he spoke with Trustee Girard and asked him to consider being the budget officer for the upcoming budget process. Trustee Girard thanked the Mayor for considering him, but he stated that unfortunately he works full time and does not have the time to commit to being the budget officer. Mayor Orlow stated that he was hoping Trustee Girard would accept the position because he was very instrumental in the producing the 2016-2017 Budget. Mayor Orlow then asked Trustee Carota who is also the Deputy Mayor and was instrumental in the current budget. Trustee Carota had a few questions regarding the process and read a law that states the Mayor does not have to be the budget officer but that he can assign the duties. Trustee Carota then accepted the position for the 2017-2018 budget officer.

8) Emergency Management Certification and Training – Brian Abare, DPW Superintendent – Saratoga, NY February 15, 2017

Trustee Hayes moved to approve for DPW Superintendent, Brian Abare to attend the Emergency Management Certification and Training in Saratoga NY on February 15, 2017; seconded by Trustee Girard and the Board unanimously approved.

9) 2017 American Water Works Association Training – Troy, NY - March 15, 2017

Trustee Carota moved to approve for DPW Employees John Dixon Jr. and Richard Daley to attend the Annual Water Works Training in Troy, NY on March 15, 2017; seconded by

Trustee Lemery and the Board unanimously approved. Thomas Wade asked what this was. Trustee Hayes stated it was the yealy training process for the water plant employees.

10) December 2016 Financial Statements

Trustee Carota moved to approve the December 2016 Financial Statement; seconded by Trustee Girard and the Board unanimously approved.

11) EPA “Employee Assistance Program” 2017 membership

Trustee Carota asked if this was a renewal membership. The answer was yes. Trustee Carota moved to approve the EPA program for 2017; seconded by Trustee Lemery and the Board unanimously approved.

12) SpyGlass Group. LLC Proposal – Utility Audit

The Clerk-Treasurer stated that the Board engaged in services for a utility audit with Computel Associates and therefore they would need to decide if there was a need for additional services at this time from another utility audit company. The Board decided no, not at this time.

13) Police Car – Auction International and Private Bid by Jim Betit Auto body

Mayor Orlow stated that the advertised auction period for the 2011 Crown Victoria police car is over and the final auction bid was \$2,275.00. The Village originally was asking \$2,500.00. A Village business owner also has placed a bid of \$2,300.00 by writing his bid on piece of paper and giving it to the Village Clerk-Treasurer. The Board stated that they wanted the Clerk-Treasurer to counter offer with Auctions International to the minimum bid of \$2,500.00. Tabled to next meeting.

**14) ASCAP – American Society of Composer, Authors & Publishers License Renewal
If approved their will also need to be a “Transfer of Funds” to cover the expense.**

Trustee Carota asked if the Village needed to legally have this license. Attorney Muller stated yes. Trustee Lemery moved to approve the \$341.00 license fee and for the funds to be transferred from A1990.0400 Contingency to A7110.0201 Parks entertainment to cover the expense.

15) Account Transfers:

Trustee Hayes moved to approve the following transfers:

1. FROM: A1990.0400 CE Contingency \$995.00
 TO: A1450.0400 CE Elections \$995.00
 Additional money needed in account to cover 2017 election cost

2. FROM: FX8320.0401 CE Water Plant Electric \$10,000.00
 TO: FX8310.0411 CE Water Engineering \$10,000.00
 Additional money needed in account to cover professional engineering services

Trustee Girard seconded the motion and the Board unanimously approved.

16) DPW Report – on file

17) Trustee’s Report

Trustee Hayes – He and 15 Village attendees (planning, zoning, and village board members) will be attending the Planning/Zoning Board conference in Saratoga next week. This shows great dedication for the Village.

Trustee Girard – O’Reilly Auto Parts will be in front of the Planning Board in March 2017. The Village Attorney has supplied the Village Board with information for the next Village Board meeting.

The new owner of property at 69 Saratoga Avenue will be before the Planning Board in February 2017.

Trustee Lemery – The spring planning bids will be going out this next week. It will be sent to the same 6 companies as last year.

Trustee Carota – None

18) Mayor Report – Mayor Orlow asked who the Trustee was that spoke with the Chronicle regarding the “Last of the Mohican” event. No one has any idea what it was about. Trustee Hayes stated that over the last few years he has heard information, but nothing has developed regarding it.

Ed Robbins, Animal Control Officer stopped to see the Mayor regarding a recent article in the Post Star. This article as inaccurate and as a result has led to the recent contract agreement between the Animal Control officer and the Village.

Mayor Orlow stated that he came into the Mayors position to learn what it takes to run a Village. He has not put the Village in any legally or ethically danger. Everything he does he learns from NYCOM and legal counsel.

Mayor Orlow then stated that the Village audits are no wrong doing of the Village Clerk-Treasurer and the fact that it was even a suggestion in the Post Star shows the knowledge of some. The Clerk-Treasurer in no way responsible for the budget or the audits. The Clerk-Treasurer then asked the Board if they would like to approve for another audit of the Village books. The entire Board stated no to an audit and that they have no question that she does her job and has had the training to do so.

Public Forum –

Harry Gutheil was present and asked a question in regards to who will be filing the Tentative Budget. The response was that it will be Trustee Carota as the Budget Officer.

He also questioned the run over in engineering cost of the Prospect Street project. It ran over by \$10,000.00 and he would like to know why the contract was extended. Trustee Hayes stated there was no cost overrun of the contract and there was a fulltime inspector on the job.

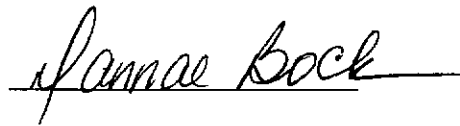
Mr. Gutheil then asked about the penalty clause on the contract. Trustee Hayes and Trustee Girard explained to Mr. Gutheil the circumstances of the project and by the Board doing what they did it made the project better. Trustee Girard stated that he would not think the Village will have an inspector on site in the spring for the final work. Trustee Hayes stated that the Village is holding a \$20,000.00 retainer. Mr. Gutheil asked again why the project ran over. Mayor Orlow asked Trustee Girard if he could explain it. Mr. Gutheil would like the Mayor to answer it. Mayor Orlow stated that Trustee Girard and Trustee Hayes were the Board liaisons on the project and have dedicated many hours of time to this project and they are the most suitable to answer any questions regarding the project. Trustee Girard stated that there were old valves and broken pipes. The deadline would have been met but there was additional work added because the contractor was not that great. Mayor Orlow stated that regular reports were given to the Board as well as the DPW on hand to help with certain parts of the project.

Thomas Wade asked Attorney Muller what the laws are for cars driving over curbs and parking on the lawns. He also wanted to know the number of registered cars allowed at one home in the Village. Attorney Muller stated that the Board reviews curb cuts applications as they come into the Village office, but at no time should a vehicle hop a curb to park on the homes lawn. Attorney Muller then stated that there are no limits on registered vehicles. Trustee Hayes stated that there are other locations in the Village with lawn parking, flat tires and unregistered vehicles. Mr. Wade stated that it is a destruction of the Village curb, sidewalk and possibly even water lines that run through the area. Attorney Muller will review the Village codes for Mr. Wade.

01/18/2017

Mayor Orlow asked if there were any additional comments for the Board. There were no additional comments.

Trustee Hayes moved to close the meeting at 8:25 PM; seconded Trustee Carota and the Board unanimously approved.

A handwritten signature in black ink that reads "Danna Bock". The signature is written in a cursive style and is underlined with a horizontal line.

Clerk-Treasurer



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BOARD MEETING JANUARY 18, 2017

- 1) **Snow removal ongoing.**
- 2) **S/S 1/6, 10, 17, 18.**
- 3) **Tree trimming 1/16, 1/17.**
- 4) **Equipment maint. ongoing.**
- 5) **Cleaned up streets 1/18.**

Superintendent of Public Works *Ryan D. Abene*