

REGULAR MEETING -BOARD OF TRUSTEES- DECEMBER 19, 2017-6:00 P.M.

PRESENT: MAYOR – FRANK TATUM, TRUSTEE JUDY WOOD-SHAW, TRUSTEE JUDY WOOD-ZENO, TRUSTEE EUNICE MARSHALL - ABSENT, TRUSTEE JOHN BASILE
CLERK/TREASURER: SHERISTIN TEDESCO
DEPT. OF PUBLIC WORKS: MATT RIFENBURGH
ATTORNEY: JAMES PELUSO
FIRE CHIEF: JEFF MAHAR
Public Attendance – 3

The meeting began with The Pledge of Allegiance and Mayor Tatum wishing all Happy Holidays and a healthy and happy New Year for 2018.

CORRESPONDENCE – SCWA Notice of Public Hearing regarding price increase of 1.5%, per contract, to be held 12/28/17 at 3:00 at the Board of Supervisors Conference Room One. (Copy on file)

NYSDEC Letter received stating they conducted the annual SPDES inspection of our wastewater treatment plant on December 6th and found it to be operating properly, including good record keeping. (Copy on file)

Dept. of Army letter received, regarding 950 Hudson Ave, stating a dept. of Army permit will not be needed for their proposal. (Copy forwarded to Lindsay Zepko and also on file)

FIRE DEPARTMENT CHIEF: Chief Mahar reported there were 2 alarms and 5 drills for the month (Report on file)

DPW – Matt R. reported the crew has been busy with leaf pickup and hanging holiday decorations. A new water and sewer service was installed for 969 Hudson Ave. They have also been assisting in building the new chlorine water shed for near the Cordero tank. (Report on file)

ENGINEERING – There were not any compliance issues regarding water or sewer for the month and flows were below average. Mr. Hernandez is currently working on the paperwork for the Hillside Tank replacement project, preparing the job to go out to bid. (Report on file)

COMMITTEE REPORTS:

Trustee Basile – Reported he is still working on the water contract with the Town of Stillwater and feels it should be completed soon. He is also working on a Building Code intermunicipal agreement with the Town of Stillwater while the search continues for a new building code enforcement officer.

Trustee Marshall – Absent

Trustee Wood-Shaw –The annual tree lighting was a success and would like to plan move activities to coincide with next year’s tree lighting ceremony. She thanked the DPW for a job well done. She decorated the trees at the SACC for both the Village and Senior Time and helped cook during breakfast with Santa at SACC last Saturday. Senior time Christmas party is this Friday 12/22/17 and the high school chorus will be singing if anyone would like to attend. The Emergency Mgmt. meetings have now been changed back to monthly and Tom Rinaldi has been put back in charge of them, according to Chief Mahar.

Trustee Wood-Zeno – Stated she assisted Judy in all the items she discussed. She also worked the food pantry breakfast and was impressed with our local food pantry and all it does for members of our community.

VILLAGE ATTORNEY

James Peluso – Nothing to report at this time

TREASURER REPORT

Voucher Totals By Account 12/19/17

“A” General Fund	\$ 14,783.76
“F” Water Fund	\$ 2,004.57
“G” Sewer Fund	\$ 6,130.21
TOTAL	\$ 22,918.54

Treasurer’s Report – copy provided to all board members

Up to date Revenue and Expense Control Reports have been provided to all board members.

The Response Letter and Corrective Action Plan was delivered to the State Comptroller's Office on 11/8/17 and acknowledged received. All Board members have a copy.

MOTION to accept the budget adjustments as presented to the board made by Trustee Wood-Shaw, seconded by Trustee Basile
Motion carried 3-0

Transfer \$390,948.49, remaining settlement monies, from A.201.001 to F.201.002 as per auditor's recommendations

MOTION to open the floor to the public and press made by Trustee Basile, seconded by Trustee Wood-Zeno
Motion carried 3-0

Jay Haney addressed the Board regarding water and sewer tapping fees for the new home he is building at 21 Riverside Drive. It was decided it would be addressed under new business.

Local community member, Jimel Williams, introduced himself and stated he would like to become more involved with local activities, he volunteered to play Santa at next year's Christmas Tree lighting ceremony.

MOTION to close the floor to the public and press made by Trustee Basile, seconded by Trustee Wood-Shaw
Motion carried 3-0

NEW BUSINESS

MOTION that Frank Tatum be reappointed as Village Mayor until the office of Mayor is filled by a Special Election to be held November 6th, 2018 made by Trustee Wood Shaw, seconded by Trustee Wood-Zeno
Motion carried 2-0

MOTION that John Basile be reappointed as Village Trustee until the office of Trustee is filled by a Special Election to be held November 6th, 2018 made by Mayor Tatum, seconded by Wood-Zeno
Motion carried 3-0

REORGANIZATIONAL RESOLUTIONS 2018

BE IT RESOLVED that Judy Wood-Shaw be reappointed as Deputy Mayor for the calendar year 2018.

BE IT RESOLVED that Sheristin Tedesco be reappointed as Village Clerk/Treasurer and Village Registrar and Kari Donohue as Deputy Clerk/Registrar for the calendar year 2018.

BE IT RESOLVED that Linda Sanders be reappointed as Village Historian for the calendar year 2018.

BE IT RESOLVED that Dreyer Boyajian LLP, represented by Mr. James R. Peluso, be retained as the Attorneys for the Village of Stillwater, pursuant to retainer agreement dated 12-19-17 for the calendar year 2018.

BE IT RESOLVED that the Ballston Spa National Bank be designated as the official depository for all village funds for the calendar year 2018.

BE IT RESOLVED that The Express and The Daily Gazette shall be the official newspapers for the Village of Stillwater for the calendar year 2018.

BE IT RESOLVED that Mayor Frank Tatum and Clerk/Treasurer Sheristin Tedesco shall be authorized at the bank for signatures for all Village checks and withdrawals and in the absence of the Mayor or Clerk/Treasurer, Trustee Wood-Shaw be authorized to sign.

BE IT RESOLVED that Clerk/Treasurer Sheristin Tedesco shall be the authorized official with regard to online banking for the Village of Stillwater for the calendar year 2018.

BE IT RESOLVED that Clerk/Treasurer Sheristin Tedesco be appointed as records management officer for the calendar year 2018.

BE IT RESOLVED that regular Village of Stillwater Board of Trustees meetings will be held the third Tuesday of each month, as per attached schedule, beginning at 6:00 P.M. in the Village Board Room. If changes are needed, the press will be notified.

BE IT RESOLVED that the Board of Trustees authorizes the Clerk-Treasurer to make payments in advance for utility services, postage, Federal Express & United Parcel fees, health insurance, reimbursements with all bills presented at the next regularly scheduled board meeting for audit.

BE IT RESOLVED that the Board of Trustees does authorize reimbursement to employees and officers of the Village who use their own personal vehicle while performing their official duties on behalf of the Village of Stillwater at a rate of \$.535 per mile.

BE IT RESOLVED that the Mayor will have the sole authority for calling special meetings and will notify the public and press at least 72 hours in advance of the meeting if possible, further each Trustee shall be notified via the telephone by the Mayor or the Clerk and a notice of such meeting shall be displayed in the Office of the Village Clerk.

BE IT RESOLVED that the Board has reviewed and approved the Village Procurement and Investment Policies.

BE IT RESOLVED that the Village of Stillwater Board hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body: Mayor Frank Tatum and Trustee Judy Wood-Zeno - 6 days per month, DPW Foreman Matt Rifenburgh - 8 hours per day, Clerk/Treasurer Sheristin Tedesco – 8 hours per day, Deputy Clerk – 6 hours per day.

VILLAGE BOARD MEETING DATES 2018

January 16, 2018

February 20, 2018

March 20, 2018

April 17, 2018

May 15, 2018

June 19, 2018

July 17, 2018

August 21, 2018

September 18, 2018

October 16, 2018

November 13, 2018

One week early to accommodate Thanksgiving

December 18, 2018

The Village Board Members present upon roll call vote were:

	VOTE:	YES	NO
Trustee Basile	Voting	<u> x </u>	<u> </u>
Trustee Wood-Shaw	Voting	<u> x </u>	<u> </u>
Trustee Wood-Zeno	Voting	<u> x </u>	<u> </u>

The foregoing resolution was duly adopted at a meeting of the Board of Trustees of the Village of Stillwater duly conducted on December 19, 2017

MOTION to change the Village's health insurance broker from the Financial Resources Co. of Ballston Spa to the Reis Group as the Broker of Record effective 12/20/17 made by Trustee Basile, seconded by Trustee Wood-Shaw
Motion carried 3-0

MOTION to authorize the waiver of the sewer connection fee for Jay Haney, 21 Riverside Drive, due to the fact he has paid all connection fees for water made by Trustee Basile, seconded by Trustee Wood-Zeno
Motion carried 3-0

OLD BUSINESS

Trustee Basile stated he would like to discuss something presented to the Village Board in October by Mr. & Mrs. Thrane. Trustee Basile reviewed all documentation regarding 575 Hudson Ave., and determined the house was unsafe for anyone to be living there and it is a wonder there was not an accident. An engineer that is versed in safety did a partial review of the property in 2014 from a request of the Village engineer, Ed Hernandez. The report was not completed because the Village did not hire him to complete it. Trustee Basile stated the attorney informed him that NY State does not require an engineering review for a condemnation order. BCO Streeter did ask for assistance from the Town of Stillwater's BCO, Eric Rutland, before any review began. Eric Rutland took all the photographs that document the conditions and assisted with the walk through and inspection, along with the Mayor at the time and a member of the Stillwater Consolidated Health Board. Mr. Rutland concurred the actions to condemn. Trustee Basile agrees the condemnation and forced removal of the occupant was the correct course of action to take for personal safety and now the building has been destroyed which is the best action for the public. The Village was unaware at the time of the condemnation that the County had already taken ownership of the property. The County notifies adjacent land owners when there will be a tax sale. The land owners for this property were the Thrane's and the Streeter's. The inspection of the property from outside easily revealed the condemnation. Trustee Basile believes both parties, the Thrane's and the Streeter's, were on equal footing at the time the property went for public auction. He stated BCO Streeter's duties were performed properly and there was no code of ethics violation. Trustee Basile stated, in the future, all employees should be required to read the code of ethics.

MOTION to approve the audit claims for the month made by Trustee Wood-Shaw, seconded by Trustee Basile
Motion carried 3-0

MOTION to approve the Treasurer's report made by Trustee Wood-Shaw, seconded by Trustee Basile
Motion carried 3-0

MOTION to approve the minutes from Regular Meeting dated 11/14/2017 made by Trustee Basile, seconded by Trustee Wood-Shaw
Motion carried 3-0

MOTION to adjourn to Executive Session for contractual issues and a personnel matter made by Trustee Basile, seconded by Trustee Wood-Zeno
Motion carried 3-0

MOTION to exit Executive Session for contractual issues and a personnel matter made by Trustee Wood-Zeno, seconded by Trustee Basile
Motion carried 3-0

In executive session, the Board voted to authorize Mayor Tatum to negotiate two provisions of the water contract with the Town of Stillwater, curb stop placement and the Saratoga Hills billing cycle, and execute the same.

MOTION to adjourn made by Trustee Basile, seconded by Trustee Wood-Zeno
Motion carried 3-0

Meeting adjourned 8:00 PM

Respectfully submitted,

Sheristin Tedesco
Clerk/Treasurer