

**REGULAR MEETING -BOARD OF TRUSTEES- OCTOBER 17, 2017-6:00 P.M.**

**PRESENT: MAYOR – FRANK TATUM, TRUSTEE JUDY WOOD-SHAW, TRUSTEE JUDY WOOD-ZENO, TRUSTEE EUNICE MARSHALL, TRUSTEE JOHN BASILE**  
**CLERK/TREASURER: SHERISTIN TEDESCO**  
**DEPT. OF PUBLIC WORKS: MATT RIFENBURGH**  
**ATTORNEY: JAMES PELUSO**  
**FIRE CHIEF: JEFF MAHAR**  
**BUILDING CODE OFFICER: STEPHEN STREETER - Absent**

Public Attendance – 2

The meeting began with The Pledge of Allegiance

Mayor Tatum began the meeting by appointing John Basile to the open Trustee seat until November of 2018. John Basile took the Oath of Office and participated in the meeting as a Trustee.

**CORRESPONDENCE –** A thank you note was received from Ernie and Darlene Martin for the memorial dish garden sent for the loss of their son.

**FIRE DEPARTMENT CHIEF:** Chief Mahar reported there were 5 alarms and 6 drills for the month, along with their annual door to door fundraiser. Chief Mahar reported the Fire Dept. will be partnering with the Stillwater Library to collect toys for the “Toys for Tots Convoy” that will run from Ballston Spa High School to SPAC. You can drop off any new unwrapped toy at the library on 11/26/17. (Report on file)

**DPW –** Matt R. reported the crew installed a new water tap and have been flushing the hydrants. Peter Stevens passed his CDL road test, so now all DPW employees have their CDL license. (Report on file)

**MOTION** to delay all road work until Spring 2018 made by Trustee Basile, seconded by Trustee Wood-Shaw  
Motion carried 4-0

**BUILDING CODE OFFICER- Absent** (Report on file)

**ENGINEERING –** Ed Hernandez reported there were not any compliance issues for the month with water or sewer. He stated he has not had a chance to review the Village’s ERP and VA forms that were submitted to him, but will do so shortly so they can be submitted with the Cyber Security Policy to the DOH. We did not get the grant that we applied for regarding the Hillside Tank Project, he feels the lack of the signed municipal agreement could have played a part in that decision. He suggested a meeting with Stillwater landings representatives regarding their storm water assessment plan and roads. It was decided there needs to be a chlorine booster shed installed at the tank at Cordero, and that Matt and Randy will start the assessment process. (Report on file)

**COMMITTEE REPORTS:**

Trustee Marshall – Stated she toured the water plant and would like to get it cleaned up down there. It was decided a committee would be formed to move this idea forward.

Trustee Wood-Shaw – Thanked Matt for hanging the Fall Festival Banner. The Village Trustees will be serving hot chocolate and handing out candy outside the Clerk’s office on 10/28/17 during the fall festival. There will be a Senior Time field trip to Lakeside Farms on 10/27/17 for lunch and shopping. She attended the Emergency Mgmt. meeting on 9/30/17 and suggested a rotating group of Trustees and employees attend with her in the future.

Trustee Wood-Zeno – Stated she has been reviewing the Procurement Policy and working with the girl scouts to clean Major Dickinson Park.

**VILLAGE ATTORNEY**

James Peluso – Nothing to report at this time

**TREASURER REPORT**

**Voucher Totals By Account 10/17/17**

“A” General Fund	\$ 20,178.36
“F” Water Fund	\$ 56,406.91
“G” Sewer Fund	<u>\$ 3,492.38</u>
TOTAL	\$ 80,077.65

Treasurer’s Report – copy provided to all board members

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

**MOTION** to accept the following budget adjustments, as presented to the board, made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

Increase A.9785 Old Water Loan from Reserve Expense Account and A.5785 Old Water Loan from Reserve Revenue Account by \$41,411.64 to pay the 2017 Annual Principal and Interest payment for the Old Water Loan D0-15972.

**MOTION** to authorize the Clerk Treasurer to submit the response letter and corrective action plan to the State Comptroller’s Office, with attorney approval, regarding audit 2017M-163 made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

**MOTION** to open the floor to the public and press made by Trustee Wood-Zeno, seconded by Trustee Wood-Shaw  
Motion carried 4-0

Holly Thrane voiced her concerns over the purchase and condemnation notice of 575 Hudson Ave. The Board decided it will be discussed and addressed.

**MOTION** to close the floor to the public and press made by Trustee Basile, seconded by Trustee Wood-Shaw  
Motion carried 4-0

**NEW BUSINESS**

**MOTION** to adopt the Cybersecurity VA and Policy, per NYSDOH regulations, for the public drinking water system as presented to the Board made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

**MOTION** to approve the water and sewer tapping fees only for Blockhouse Park, as requested by the Town of Stillwater letter dated 9/5/17, all other costs to be incurred by the Town of Stillwater made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

**RESOLUTION**  
**VILLAGE BOARD OF TRUSTEES**  
**VILLAGE OF STILLWATER**  
**October 17, 2017**  
**Local Highway Inventory**

Motion By: Trustee Wood-Shaw  
Seconded By: Trustee Marshall

**WHEREAS**, the Village of Stillwater owns and maintains the public roadways Clinton Court North and Yorktown Lane within the Village of Stillwater; and

**WHEREAS**, Clinton Court North and Yorktown Lane do not appear on the New York State Department of Transportation’s (NYSDOT) Local Highway Inventory as roads claimed to be owned, maintained and repaired by the Village; and

**NOW, THEREFORE BE IT RESOLVED**, by the Village Board of Trustees for the Village of Stillwater that Clinton Court North and Yorktown Lane should be added to the New York State Department of Transportation’s (NYSDOT) Local Highway Inventory as roads owned, maintained and repaired by the Village of Stillwater.

The Village Board Members present were:

	<b>VOTE: YES</b>	<b>NO</b>	<b>ABSTAIN</b>
Trustee Marshall	Voting <u>  X  </u>	<u>      </u>	<u>      </u>
Trustee Wood-Shaw	Voting <u>  X  </u>	<u>      </u>	<u>      </u>
Trustee Wood-Zeno	Voting <u>  X  </u>	<u>      </u>	<u>      </u>
Trustee Basile	Voting <u>  X  </u>	<u>      </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 August 15, 2017.

**OLD BUSINESS**

None

**MOTION** to approve the audit claims for the month made by Trustee Basile, seconded by Trustee Marshall  
Motion carried 4-0

**MOTION** to approve the Treasurer's report made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

**MOTION** to approve the minutes from Regular Meeting dated 9/19/2017 made by Trustee Wood-Shaw, seconded by Trustee Wood-Zeno  
Motion carried 4-0

**MOTION** to adjourn to Executive Session for personnel matters made by Trustee Basile, seconded by Trustee Marshall  
Motion carried 4-0

**MOTION** to exit Executive Session for personnel matters made by Trustee Basile, seconded by Trustee Wood-Shaw  
Motion carried 4-0

**MOTION** to adjourn made by Trustee Wood-Shaw, seconded by Trustee Marshall  
Motion carried 4-0

Respectfully submitted,

Sheristin Tedesco  
Clerk/Treasurer