

REGULAR MEETING -BOARD OF TRUSTEES- DECEMBER 17, 2024-6:15 P.M. – VILLAGE HALL- 662 HUDSON AVENUE

PRESENT: MAYOR – JUDY WOOD-ZENO, TRUSTEE DOROTHY DEMARCO, TRUSTEE PATRICK NELSON , TRUSTEE JEFF STEWART

CLERK TREASURER – SHERISTIN TEDESCO

DEPT. OF PUBLIC WORKS: MATT RIFENBURGH

BUILDING CODE OFFICER/ FIRE BUREAU CHIEF: LAURENCE CASE

ATTORNEY: JAMES PELUSO

FIRE CHIEF: JERI MEHAN

ENGINEER: ED HERNANDEZ

Public Attendance - 2

The meeting began with The Pledge of Allegiance

CORRESPONDENCE – Christmas card was received from the new bank in Round Lake. The Village received a notice from EFC of grant denial for the Hudson Avenue water line replacement.

FIRE DEPARTMENT CHIEF: (Report on file) There were 2 alarms and 3 training drills and 2 events during the month.

DPW – (Report on file)

CODE ENFORCEMENT OFFICER / BUREAU OF FIRE SERVICES – (Report on file)

ENGINEERING – (Report on file)

MAYOR UPDATE:

Mayor Wood Zeno stated she would like to get a part-time cleaner for the new village hall. It was decided a notice would be placed on the website offering to submit resumes by December 27, 2024, for review.

Mayor Wood Zeno stated Trustee Sheila Nett resigned effective last month and she would like to appoint Sue Cunningham.

RESOLUTION

**BOARD OF TRUSTEES
VILLAGE OF STILLWATER
December 17, 2024**

Appointment of Village Trustee

Mayor Wood-Zeno introduced the following resolution:

WHEREAS, a vacancy exists in the office of Village Trustee and pursuant to New York State Village Law section 3-312, vacancies occurring in the office of Trustee, which are not caused by the expiration of their term, are filed by the Mayor;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Mayor of the Village of Stillwater, that Sue Cunningham is appointed Trustee of the Village of Stillwater effective January 1, 2025 for the balance of the official year. The Village Clerk shall administer and file the oath of office pursuant to applicable law.

The Village Board Members present were:

Voting:	Yes	No	Abstain	Absent
Trustee DeMarco	<u> X </u>	_____	_____	_____
Trustee Nelson	<u> X </u>	_____	_____	_____
Trustee Stewart	<u> X </u>	_____	_____	_____
Mayor Wood-Zeno	<u> X </u>	_____	_____	_____

I, Sheristin Tedesco, Village Clerk, do hereby verify that the foregoing is a true copy of a Resolution adopted at a meeting of the Board of Trustees of the Village of Stillwater, Saratoga

County, New York on December 17, 2024.

Sara Kipp, Stillwater Library Director, asked if the Village would assist in paying one of the bands for the concert series next summer at a cost of \$300.00

MOTION to approve the payment of one of the bands for the summer concert series, at a rate of \$300.00, made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0

Mayor Wood Zeno requested information from the Village Insurance Company regarding pension insurance for qualified Newland Wood members, more information to follow.

Mayor Wood Zeno presented an idea for the next holiday season to have a Village celebration with the businesses offering food/drink, caroling, Santa and perhaps a live nativity for 2 to 3 hours prior to the tree lighting.

The Village Board decided to try to do vouchers twice a month, to try to avoid late fees and making vendors wait a month for payments.

Skip’s Electic will be called for a couple more items for the new Village Hall.

TRUSTEE UPDATES:

Trustee Nelson pushed for membership for the joint Climate Smart task force.

**Voucher Totals by Account
12/17/2024**

“A” General Fund	\$ 17,465.85
“F” Water Fund	\$ 6,785.61
“G” Sewer Fund	<u>\$ 14,225.08</u>
TOTAL	\$ 38,476.54

Treasurer’s Report – copy provided to all board members

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

The Clerk/Treasurer submitted for CHIPS reimbursement to NYSDOT in the amount of \$107,412.55

MOTION to approve the budget adjustments as presented to the Board made by Trustee DeMarco, seconded by Mayor Wood Zeno
Motion carried 4-0

Increase A1620.404 Buildings Equipment Repair by \$3000.00 to cover Skip’s Electric at 662 Hudson Ave.

Increase G.8120.404 Sanitary Sewers Equipment Repair by \$3000.00 to cover sewer repairs at Pump Station #1

MOTION to Open the Floor to the Public and Press made by Trustee DeMarco, seconded by Trustee Nelson
Motion carried 4-0

Tom Mahoney, The Express Newspaper, stated he thought the Village Board should ask SCSD for half the cost of the proposed sign at the south end to feature our state champions.

MOTION to close the floor to the public and press made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0

NEW BUSINESS

MOTION to amend the Reorganizational Resolution to include the financial policy and include the attached fee schedule and amend for large water taps identifies a fee of \$1500.00 times the number of equivalent dwelling units and likewise for water/sewer connection fee for multiple residential units, commercial/industrial \$1500.00 times the number of equivalent dwelling units made by Mayor Wood Zeno, seconded by Trustee Nelson
Motion carried 4-0

MOTION to accept the 2025 Reorganizational Resolutions made by Trustee DeMarco, seconded by Trustee Nelson
Motion carried 4-0

REORGANIZATIONAL RESOLUTIONS 2025

BE IT RESOLVED that Dorothy DeMarco be appointed as Deputy Mayor for the calendar year 2025.

BE IT RESOLVED that Sheristin Tedesco be reappointed as Village Clerk/Treasurer and Village Registrar and Barbara Ponzillo as Deputy Clerk/Registrar for the calendar year 2025.

BE IT RESOLVED that the DPW Foreman has the authority and responsibilities for the duties of the DPW Superintendent.

BE IT RESOLVED that Wayne Simmons is appointed as Chairman of the Zoning Board of Appeals for the calendar year 2025.

BE IT RESOLVED that Laurence Case is appointed as Bureau Chief of Fire Services and Steve Benders as Fire Inspector for the Newland-Wood Fire Dept for the calendar year 2025.

BE IT RESOLVED that Laurence Case is appointed Code Enforcement Officer for the calendar year 2025.

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 December 17, 2024 for the calendar year 2025.

BE IT RESOLVED that the Ballston Spa National Bank be designated as the official depository for all village funds for the calendar year 2025.

BE IT RESOLVED that The Express and The Daily Gazette shall be the official newspapers for the Village of Stillwater for the calendar year 2025.

BE IT RESOLVED that Mayor Judy Wood Zeno 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 De Marco 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 2025.

BE IT RESOLVED that Clerk/Treasurer Sheristin Tedesco be appointed as records management officer for the calendar year 2025.

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, credit card payments 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 the current Federal milage rate.

BE IT RESOLVED that the Board of Trustees adopts the attached Village of Stillwater Fee Schedule effective January 1, 2025.

BE IT RESOLVED that the Board of Trustees adopts the attached Village of Stillwater Financial Policies effective January 1, 2025.

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 – 15.25 days per month, Trustee and CEO positions - 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.

BE IT RESOLVED that regular Village of Stillwater Board of Trustees meetings will be held the third Tuesday of each month, as per the schedule below, beginning at 6:15 P.M., with the exception of June, July and August to begin at 6:00 pm, in the Village Board Room. If changes are needed, the press will be notified.

January 21, 2025

February 18, 2025

March 18, 2025

April 15, 2025

May 20, 2025

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

October 21, 2025

November 18, 2025

December 16, 2025

BE IT RESOLVED that the Mayor or a majority of the Board of Trustees will have the 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.

I, Sheristin Tedesco, Village Clerk, do hereby verify that the foregoing is a true copy of the Reorganizational Resolutions adopted by the Board of Trustees of the Village of Stillwater, Saratoga County, New York on December 17, 2024.

A Public Hearing was scheduled on January 21, 2025 at 6:15 p.m. to consider the adoption of Local Law No.1 of 2025 entitled "A Local Law Providing for Cold War Veterans Tax Exemption." The purpose of this local law is to grant partial real property tax exemptions to veterans of the Cold War pursuant to Section 458-b of the NYS Real Property Tax Law. The hearing will take place at the Village Hall located at 662 Hudson Avenue, Stillwater, NY 12170.

MOTION to authorize the Village Clerk to post for the public hearing to consider the adoption of Local Law No.1 of 2025 entitled "A Local Law Providing for Cold War Veterans Tax Exemption" on 1/21/2025 at 6:15 PP made by Mayor Wood Zeno, seconded by Trustee DeMarco
Motion carried 4-0

MOTION to accept the 2025 Newland Wood Fire Dept officers made by Trustee Stewart, seconded by Trustee Nelson
Motion carried 4-0

OLD BUSINESS

MOTION to approve the audit claims for the month made by Trustee Nelson, seconded by Trustee DeMarco
Motion carried 4-0

MOTION to approve the Treasurer's Report made by Trustee Nelson, seconded by Trustee DeMarco
Motion carried 4-0

MOTION to approve the minutes from Regular Meeting dated 11/19/2024 made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0,

MOTION to adjourn to executive session at 7:04 PM for legal advice made by Trustee DeMarco, seconded by Trustee Nelson
Motion carried 4-0.

MOTION to exit executive session at 7:48 PM for legal advice made by Trustee DeMarco, seconded by Trustee Stewart
Motion carried 4-0

MOTION to adjourn at 7:49 PM made by Trustee Nelson, seconded by Trustee Stewart
Motion carried 4-0

Respectfully submitted,

Sheristin Tedesco
Clerk/Treasurer