

We hereby certify that the vouchers listed on this abstract for this period consisting of these attached pages were audited and allowed in the amounts shown. Authorization is hereby given and direction is made to pay each of the claimants the amount opposite his or her name.

January 23, 2023

Mayor




Trustee

Trustee

Trustee

Trustee

Village of Ballston Spa Abstract of Audited Vouchers from 1/23/2023 to 1/23/2023

<u>Claimant</u>	<u>Invoice Date</u>	<u>Invoice Description</u>	<u>Voucher #</u>	<u>Distribution Acct</u>	<u>Account Description</u>	<u>A/P Owed</u>	<u>Chk #</u>	<u>Chk Date</u>
Voucher Type: Regular								
Access Compliance, LLC			271					
10/06/2022	21373	Physical - 		AA.3410.406.000	Fire Chiefs CE - Other	170.00		
11/21/2022	21950	Physical - 		AA.3410.406.000	Fire Chiefs CE - Other	170.00		
12/02/2022	22070	Physical - 		AA.3410.406.000	Fire Chiefs CE - Other	170.00		
Access Compliance, LLC Total						<u>510.00</u>		
ADP LLC			227					
1/06/2023	623038796	period ending 12/31/23		AA.1325.400.000	Treasurer CE	222.35		
1/13/2023	623577922	PERIOD ENDING 1/7/23		AA.1325.400.000	Treasurer CE	156.11		
ADP LLC Total						<u>378.46</u>		
Aflac New York			222					
12/28/2022	112602	DENTAL INS		TA.0020.000.000	Group Insurance	141.90		
Aflac New York Total						<u>141.90</u>		
Airgas Usa, LLC			200					
12/31/2022	9993551159	CYLINDER RENTAL		AA.1640.404.000	Central Garage CE - Repairs & Maint.	122.32		
Airgas Usa, LLC Total						<u>122.32</u>		
AIS Administrators			186					
12/21/2022	000719NYFIRE202	Insurance - Jan		AA.3410.406.000	Fire Chiefs CE - Other	5,505.50		
AIS Administrators Total						<u>5,505.50</u>		
Allerdice Building Supply, Inc			225					
1/05/2023	2301-199178	SCREWS		AA.5110.404.000	Street Administration CE - Repairs & Mai	48.05		
1/09/2023	2301-202068	VELCRO		AA.1410.405.000	Village Clerk CE - Other	4.99		
1/10/2023	2301-202542	COIL CHAIN		AA.5110.404.000	Street Administration CE - Repairs & Mai	18.54		
1/10/2023	2301-202820	shims		AA.8340.404.000	Transmission & Distribution - CE - Repair	5.88		
Allerdice Building Supply, Inc Total						<u>77.46</u>		
Amazon Business			221					
1/08/2023	14NQ-H337-JGTW	file folders		AA.1110.405.000	Justices - Supplies	27.83		

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	1/12/2023	1GRC-WNRY- car adapter / file folders		AA.3120.405.000	Police CE - Supplies	17.98		
	1/12/2023	1GRC-WNRY- car adapter / file folders		AA.1410.405.000	Village Clerk CE - Other	17.50		
	1/14/2023	13TT-JFQK-G3FW SUPPLIES		AA.3620.405.000	Safety Inspection CE - Supplies	9.45		
	1/14/2023	13TT-JFQK-G3FW SUPPLIES		AA.3120.405.000	Police CE - Supplies	33.48		
	1/14/2023	1WGT-M4DF-G93F salene and swab boxes		AA.3120.405.000	Police CE - Supplies	54.37		
		Amazon Business Total				<u>160.61</u>		
		Ambient Environmental, Inc 238						
	12/30/2022	2022-8781 H.M. SURVEY @ LIBRARY		LL.7410.207.000	Library EQ Building Improvements	4,559.25		
		Ambient Environmental, Inc Total				<u>4,559.25</u>		
		American Test Center, Inc. 263						
	12/02/2022	2222459 EML - Inspection		AA.3411.200.000	E.M.L. Fire Dept EQ	980.00		
		American Test Center, Inc. Total				<u>980.00</u>		
		B-Lann Equipment Company, Inc. 265						
	1/12/2023	015285 EML- Building equipment inspection		AA.3411.404.000	E.M.L. Fire Dept CE - Repairs & Maint.	397.00		
		B-Lann Equipment Company, Inc. Total				<u>397.00</u>		
		Baker & Taylor 188						
	12/29/2022	5018120770 BOOKS		LL.7410.405.000	Library CE - Supplies	131.22		
		Baker & Taylor Total				<u>131.22</u>		
		Bartlett, Pontiff, Stewart & Rhodes, 207						
	1/05/2023	1404167 Services until 1/5/23		AA.1420.400.000	Attorney CE	2,500.00		
	1/05/2023	1404168 Service until 1/5/23		AA.1930.400.000	Judgments and Claims CE	225.00		
		Bartlett, Pontiff, Stewart & Rhodes, P.C. Total				<u>2,725.00</u>		
		Behan Planning And Design 206						
	1/04/2023	1007 PROFESSIONAL SERVICES FROM 11/27/22 - 12/31/22		AA.8010.400.000	Zoning CE	7,200.00		
		Behan Planning And Design Total				<u>7,200.00</u>		

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Brite			215					
	7/07/2022	INV25984 vehicle dock		AA.3120.405.000	Police CE - Supplies	420.12		
	10/07/2022	INV27063 USB Cable		AA.3120.405.000	Police CE - Supplies	50.00		
	10/31/2022	INV27244 USB C, car adapter, data transfer cable		AA.3120.405.000	Police CE - Supplies	398.00		
	9/29/2023	INV26932 data transfer cable		AA.3120.405.000	Police CE - Supplies	25.00		
Brite Total						<u>893.12</u>		
Butler Rowland Mays Architects			187					
	1/12/2023	1 MISC CONSULT		LL.7410.207.000	Library EQ Building Improvements	165.00		
Butler Rowland Mays Architects Total						<u>165.00</u>		
Center Point Large Print			185					
	1/01/2023	1981217 Books		LL.7410.406.000	Library CE - Other	97.08		
Center Point Large Print Total						<u>97.08</u>		
Curtis Lumber Company, Inc.			231					
	1/10/2023	2301-185143 SUPPLIES		AA.8340.404.000	Transmission & Distribution - CE - Repai	33.22		
	1/10/2023	2301-186130 SUPPLIES		AA.1640.404.000	Central Garage CE - Repairs & Maint.	80.45		
	1/10/2023	2301-186225 COVERALL		AA.5110.404.000	Street Administration CE - Repairs & Mai	21.98		
	1/11/2023	2301-190215 LEAK STOPPER		AA.1640.404.000	Central Garage CE - Repairs & Maint.	24.99		
	1/12/2023	2301-192018 MAILBOX POST		AA.5110.404.000	Street Administration CE - Repairs & Mai	52.99		
Curtis Lumber Company, Inc. Total						<u>213.63</u>		
Delage Landen Financial Svce			191					
	1/13/2023	78675480 KONICA- LIBRARY		LL.7410.406.000	Library CE - Other	136.50		
Delage Landen Financial Svce Total						<u>136.50</u>		
Dival Safety Equipment, Inc			273					
	1/10/2023	3218619 lantern		AA.3412.405.000	Union fire Dept CE - Supplies	990.00		
Dival Safety Equipment, Inc Total						<u>990.00</u>		

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Empire Bluecross			194					
	1/13/2023	0202301308132 FEB COVERAGE		AA.9060.800.000	Medical Insurance (Village Share) EB	26,217.12		
	1/13/2023	0202301308132 FEB COVERAGE		AA.9089.800.000	Other EB (Sect. 125) EB	17,589.62		
	1/13/2023	0202301308132 FEB COVERAGE		GG.9060.800.000	Medical Insurance (Village Share) EB	2,109.42		
	1/13/2023	0202301308132 FEB COVERAGE		TA.0020.000.000	Group Insurance	2,187.42		
	1/13/2023	0202301308132 FEB COVERAGE		LL.9060.800.000	Medical Ins (Village Share) PUBLIC LIBR	1,808.08		
	1/13/2023	0202301308132 FEB COVERAGE		LL.9089.800.000	Other EB	1,122.74		
						<u>51,034.40</u>		
Empire Bluecross Total								
Eos Technologies			275					
	12/30/2022	40066 Sharp printer - annual contract		AA.3412.404.000	Union Fire Dept CE - Repairs & Maint.	479.00		
						<u>479.00</u>		
Eos Technologies Total								
Highway Traffic Supply			204					
	1/04/2023	063294 CROSS BRACKET FOR SIGN		AA.5110.405.000	Street Administration CE - Supplies	108.00		
						<u>108.00</u>		
Highway Traffic Supply Total								
Hoffman Car Wash, Inc			192					
	12/31/2022	0019856-IN DEC CAR WASHES		AA.3410.406.000	Fire Chiefs CE - Other	60.00		
						<u>60.00</u>		
Hoffman Car Wash, Inc Total								
Kerns, Scott			267					
	1/18/2023	20230118 clothing allowance		AA.8340.406.000	Transmission & Distribution - CE - Other	407.00		
	1/19/2023	20230119 medical reimbursement		AA.9060.800.000	Medical Insurance (Village Share) EB	45.00		
						<u>452.00</u>		
Mac Equipment			198					
	1/05/2023	22-17463 BOOM LIFT RENTAL		AA.7550.403.000	Celebrations CE- Holiday Decorations	770.00		
						<u>770.00</u>		
Mac Equipment Total								
Mahoneynotify-Plus, Inc.			268					
	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		AA.8340.400.000	Transmission & Distribution - CE - Contr	75.00		

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	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		AA.8340.400.000	Transmission & Distribution - CE - Contr	115.50		
	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		AA.8340.400.000	Transmission & Distribution - CE - Contr	85.50		
	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		AA.8340.400.000	Transmission & Distribution - CE - Contr	115.50		
	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		AA.8340.400.000	Transmission & Distribution - CE - Contr	115.50		
	12/01/2022	0321428 Pump Stations - Quarterly Monitor fees		GG.8120.406.000	Sanitary Sewers CE - Others	85.50		
	1/01/2023	0322072-IN UNION FIRE- Monthly Monitoring		AA.3412.406.000	Union Fire Dept CE - Other	28.50		
	1/01/2023	0322623-IN EML- quarterly fire alarm monitoring		AA.3411.406.000	E.M.L. Fire Edpt CE - Other	85.50		
		<u>Mahoney-Plus, Inc. Total</u>				<u>706.50</u>		
Mangino Chevrolet, Inc			193					
	11/08/2022	75119 OIL CHANGE		AA.3410.404.000	Fire Chiefs CE - Repair & Maint.	89.95		
		<u>Mangino Chevrolet, Inc Total</u>				<u>89.95</u>		
Midwest Tape			189					
	1/06/2023	503202982 DVD		LL.7410.405.000	Library CE - Supplies	56.23		
	1/12/2023	503228430 DVD		LL.7410.405.000	Library CE - Supplies	117.70		
	1/12/2023	503228430 DVD		LL.7410.405.000	Library CE - Supplies	-37.48		
		<u>Midwest Tape Total</u>				<u>136.45</u>		
National Grid #01688-15101			220					
	1/17/2023	20230117 electric		AA.1621.401.000	Municipal Bldg CE - 30 Bath St Utilitie	24.31		
		<u>National Grid #01688-15101 Total</u>				<u>24.31</u>		
NY Tech Supply, Inc.			242					
	1/04/2023	C10728353 Supplies		AA.1640.405.000	Central Garage CE - Supplies	337.42		
		<u>NY Tech Supply, Inc. Total</u>				<u>337.42</u>		
Pace Analytical Service, LLC			201					
	1/04/2023	C078732 COLIFORM		AA.8340.405.000	Transmission & Distribution - CE - Suppl	33.67		
	1/05/2023	C078817 COLIFORM		AA.8340.405.000	Transmission & Distribution - CE - Suppl	67.33		

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<u>Pace Analytical Service, LLC Total</u>	1/11/2023	C078900 COLIFORM		AA.8340.405.000	Transmission & Distribution - CE - Suppl	103.00		
						<u>204.00</u>		
<u>Pezze, Daniel</u>			239					
	1/13/2023	20230113 REFUND FROM WATER BILL		AA.2140.000.000	Metered Water Sales	88.08		
						<u>88.08</u>		
<u>Pezze, Daniel Total</u>								
<u>Pitney Bowes Bank Inc</u>			205					
	1/01/2023	20230101 POSTAGE		AA.8340.405.000	Transmission & Distribution - CE - Suppl	5.13		
	1/01/2023	20230101 POSTAGE		AA.3620.405.000	Safety Inspection CE - Supplies	173.66		
	1/01/2023	20230101 POSTAGE		LL.7410.405.000	Library CE - Supplies	19.38		
	1/01/2023	20230101 POSTAGE		AA.1110.405.000	Justices - Supplies	57.66		
	1/01/2023	20230101 POSTAGE		AA.1410.406.000	Village Clerk - Other	196.61		
	1/01/2023	20230101 POSTAGE		AA.3120.405.000	Police CE - Supplies	1.71		
						<u>454.15</u>		
<u>Pitney Bowes Bank Inc Total</u>								
<u>Richard Sears Tree Experts</u>			266					
	1/09/2023	292 Stumps at Columbia Ave and Hyde Blvd		AA.5110.404.000	Street Administration CE - Repairs & Mat	1,225.00		
						<u>1,225.00</u>		
<u>Richard Sears Tree Experts Total</u>								
<u>Ringsquared Telecom LLC</u>			209					
	1/05/2023	IN74497 Phone services - Dec		AA.8340.402.000	Transmission & Distribution - CE - Phone	343.00		
	1/05/2023	IN74497 Phone services - Dec		GG.8120.402.000	Sanitary Sewers CE - Phone & Internet	83.20		
	1/05/2023	IN74497 Phone services - Dec		AA.7180.402.000	Spec Rec Fac CE - Phone & Internet	11.95		
	1/05/2023	IN74497 Phone services - Dec		AA.3620.402.000	Safety Inspectors CE - Phone & Internet	54.50		
	1/05/2023	IN74497 Phone services - Dec		AA.3412.402.000	Union Fire Dept CE - Phone & Internet	169.60		
	1/05/2023	IN74497 Phone services - Dec		LL.7410.402.000	Library CE - Phone & Internet	204.65		
	1/05/2023	IN74497 Phone services - Dec		AA.3120.402.000	Police CE - Phone & Internet	246.45		
	1/05/2023	IN74497 Phone services - Dec		AA.3411.402.000	E.M.L. Fire Dept CE - Phone & Internet	156.65		

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	1/05/2023	IN74497 Phone services - Dec		AA.1620.402.000	Shared Services CE - Front-Phone/Inter	188.20		
	1/05/2023	IN74497 Phone services - Dec		AA.1640.402.000	Central Garage CE - Phone & Internet	106.15		
	1/05/2023	IN74497 Phone services - Dec		AA.1110.402.000	Justices CE - Phone & Internet	137.69		
		<u>Ringsquared Telecom LLC Total</u>				<u>1,702.04</u>		
		<u>Saratoga Auto Supply***</u>	254					
	12/05/2022	899355 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	22.70		
	12/05/2022	899359 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	22.70		
	12/07/2022	899823 parts		AA.1640.404.000	Central Garage CE - Repairs & Maint.	16.60		
	12/08/2022	900238 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	17.45		
	12/12/2022	900862 parts		AA.5142.404.000	Snow Removal CE - Repairs & Maint	25.60		
	12/13/2022	901323 parts		AA.1640.405.000	Central Garage CE - Supplies	254.31		
	12/15/2022	901839 parts		AA.5110.400.000	Street Administration CE - Contracts	80.71		
	12/16/2022	902278 Parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	103.76		
	12/19/2022	902555 46 Drum x2		AA.1640.405.000	Central Garage CE - Supplies	1,099.98		
	12/19/2022	902592 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	56.99		
	12/19/2022	902635 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	155.92		
	12/19/2022	902643 parts		AA.1640.405.000	Central Garage CE - Supplies	122.60		
	12/20/2022	841228 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	103.76		
	12/20/2022	902803 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	94.61		
	12/20/2022	903011 parts		AA.5110.404.000	Street Administration CE - Repairs & Mai	153.16		
	12/20/2022	903029 parts		AA.1640.405.000	Central Garage CE - Supplies	60.68		
	12/23/2022	903707 parts		GG.8120.404.000	Sanitary Sewers CE - Repairs & Maint	394.06		

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	12/23/2022	903751 parts		GG.8120.404.000	Sanitary Sewers CE - Repairs & Maint	19.40		
	12/27/2022	904217 parts		GG.8120.404.000	Sanitary Sewers CE - Repairs & Maint	7.69		
	12/27/2022	904329 parts		AA.1640.405.000	Central Garage CE - Supplies	125.84		
	12/27/2022	904388 parts		AA.1640.405.000	Central Garage CE - Supplies	438.98		
	12/30/2022	905031 parts		AA.5110.404.000	Street Administration CE - Repairs & Maint	119.97		
		Saratoga Auto Supply*** Total				3,497.47		
Saratoga County			195					
	1/13/2023	2022 DECEMBER CALENDARS		AA.1410.405.000	Village Clerk CE - Other	18.40		
	1/13/2023	2022 DECEMBER CALENDARS		AA.3120.405.000	Police CE - Supplies	32.00		
		Saratoga County Total				50.40		
Seeley Office Systems			210					
	1/04/2023	108755-002 supplies		LL.7410.405.000	Library CE - Supplies	68.39		
		Seeley Office Systems Total				68.39		
Slack Chemical Company			199					
	12/27/2022	449237 CHLORINE CYLINDERS		AA.8340.405.000	Transmission & Distribution - CE - Suppl	2,190.00		
	12/27/2022	449237 CHLORINE CYLINDERS		AA.8340.405.000	Transmission & Distribution - CE - Suppl	-400.00		
		Slack Chemical Company Total				1,790.00		
Spectrum Business			230					
	1/01/2023	012705501010123 INTERNET SERVICES		AA.8340.402.000	Transmission & Distribution - CE - Phone	84.95		
	1/01/2023	012705501010123 INTERNET SERVICES		AA.3120.402.000	Police CE - Phone & Internet	134.98		
	1/01/2023	012705501010123 INTERNET SERVICES		AA.3411.402.000	E.M.L. Fire Dept CE - Phone & Internet	84.95		
	1/01/2023	012705501010123 INTERNET SERVICES		AA.1640.402.000	Central Garage CE - Phone & Internet	89.98		
	1/01/2023	012705501010123 INTERNET SERVICES		AA.1620.402.000	Shared Services CE - Front-Phone/Inter	84.95		
	1/01/2023	131088001010123 UNION FIRE- INTERNET		AA.3412.402.000	Union Fire Dept CE - Phone & Internet	614.94		
		Spectrum Business Total				1,094.75		

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T-Shirt Graphics	1/09/2023	12155 yard sign	219	AA.7140.404.000	Playgrounds/Kelly Park CE - Repair & Maint	168.00		
<u>T-Shirt Graphics Total</u>						<u>168.00</u>		
The Safety Warehouse, LLC	1/12/2023	429895 for FP	276	AA.3413.405.000	Fire Police CE- Supplies	60.00		
<u>The Safety Warehouse, LLC Total</u>						<u>60.00</u>		
Town Of Ballston	1/04/2023	January 4,2023 1/3 share of fuel	211	AA.5680.400.000	Transportation (Shuttle Bus) CE	34.75		
<u>Town Of Ballston Total</u>						<u>34.75</u>		
Verizon Wireless	12/24/2022	9923778859 Fire WIFI for I Pads	228	AA.3411.402.000	E.M.L. Fire Dept CE - Phone & Internet	72.39		
	12/24/2022	9923778859 Fire WIFI for I Pads		AA.3410.402.000	Fire Chiefs CE - Phone & Internet	96.52		
	12/24/2022	9923778859 Fire WIFI for I Pads		AA.3412.402.000	Union Fire Dept CE - Phone & Internet	96.52		
<u>Verizon Wireless Total</u>						<u>265.43</u>		
W.B. Mason Co, Inc.	1/03/2023	235246851 WATER COOLER	236	AA.1410.400.000	Village Clerk CE - Contracts	3.99		
<u>W.B. Mason Co, Inc. Total</u>						<u>3.99</u>		
Wells Fargo Vendor Fin Serv	12/19/2022	5023136148 OFFICE COPIER	196	AA.1410.400.000	Village Clerk CE - Contracts	107.35		
<u>Wells Fargo Vendor Fin Serv Total</u>						<u>107.35</u>		
Williamson Law Book Co.	1/13/2023	194882 MINUTE SHEETS	197	AA.1410.405.000	Village Clerk CE - Other	60.97		
<u>Williamson Law Book Co. Total</u>						<u>60.97</u>		
Total for Voucher Type: Regular						<u>90,456.85</u>		
Total:						90,456.85		
Regular Total						90,456.85		

Village of Ballston Spa A/P Distribution Summary by Fund from 1/23/2023 to 1/23/2023

<u>Fund</u>	<u>District</u>	<u>Amount</u>
AA - General	000	76,979.52
<u>AA Fund Total</u>		<u>76,979.52</u>
GG - Sewer	000	2,699.27
<u>GG Fund Total</u>		<u>2,699.27</u>
LL - Library	000	8,448.74
<u>LL Fund Total</u>		<u>8,448.74</u>
TA - Trust & Agency	000	2,329.32
<u>TA Fund Total</u>		<u>2,329.32</u>
Grand Total		90,456.85

Eagle - Matt Lee Fire Company #1

Organized 1816

John J. Morrissey, Recording Secretary

P.O. Box 4
Ballston Spa, NY 12020

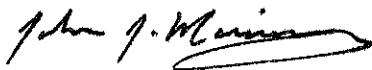
July 10, 2023.

The Board of Trustees
Village of Ballston Spa NY

Trustees;

At the January regular meeting of The Eagle - Matt Lee Fire Co.#1; Permission was granted to the Ballston Spa Fire Police Squad to use the Fire Station to host the Saratoga County Fire Police Association meeting on Wednesday, January 18th. To run from 6:00 o'clock PM till conclusion.

Thank you.



John J. Morrissey
Recording Secretary

Eagle - Matt Lee Fire Company #1

Organized 1816

John J. Morrissey, Recording Secretary

P.O. Box 4
Ballston Spa, NY 12020

July 10, 2023.

The Board of Trustees
Village of Ballston Spa NY

Trustees;

At the January regular meeting of The Eagle - Matt Lee Fire Co.#1; Permission was granted to F/F Bill Lewis to use the Fire Station for a “ baby shower “. To be held on Saturday, 21 January.

Thank you.



John J. Morrissey
Recording Secretary

Treasurer's Report
January 9, 2023

Saratoga County Sales Tax Distribution

December Sales Tax Receipts are for October's activity, during which time the county's gas tax holiday was still in effect. Even so, the distribution for the Village was **\$107,234**, which is an increase of \$10,106 from December 2021: \$97,128.

CHIPS

Jeff, our DPW Superintendent, was able to submit CHIPS paperwork by the deadline for the most recent quarter's distribution, and we received two ACH payments from the NYS OSC totaling **\$203,212.93** at the end of December 2022. (12/22/2022: \$55,368.87 and 12/23/2022: \$147,844.06)

AccuFund

We received our log ins for AccuFund, the new accounting system, just before the New Years Holiday, and Tina DeNigro gave us an overview and worked with Tricia and I as we started entering the bills. My first impression is that the system is more user-friendly and easier to navigate than Edmunds, though there will be growing pains for a while. EFPR is still working on loading reports and features that we are used to, but they have also been very responsive and quick to research those issues when they arise.

Reporting will be cumbersome until the information from June – December has been fully migrated into the new system. Once that is complete, however, reporting will be more efficient with AccuFund. The system has a "drill" feature which creates a link we can use to open any line in the Statement of Revenues and Expenditures to instantly view every transaction included in the line. Transactions starting January 1st and later will be in AccuFund alone. So far, the only transactions we have entered are the bills, and Tricia and I needed to work quickly to get them all in for this meeting, but we were able to finish and prepare the abstract, which you may have noticed also has a different look.

I should be learning this week how to record cash receipts and journal entries in AccuFund. I was fortunate to have used Edmunds in another village where I was Deputy Treasurer, so I was able to keep up with those transactions when I arrived without the need for training, but I have been looking forward the implementation of the new system so that I could work directly with the accountants and also understand more of my role as Treasurer for the Village.

One drawback is that the Utility and Tax billing modules remain in Edmunds, which is not connected to AccuFund in any way. As payments begin to come in, we will need to "cash out" daily and record those receipts manually. EFPR will work with us on that process as well as we get to that point.

This month will be the busiest I've had yet as we continue to use AccuFund for the first time for each transaction type. Along with this, I will be working to close out the month of December, preparing the Feb. 1st water and sewer bills, preparing budget worksheets and reports for departments, preparing to transition payroll processing to EFPR and ADP Run, and providing documentation for the audit.

Tree Grant

A State voucher package for reimbursement for Tree Grant expenses in the amount of \$23,659.29 was submitted to the NYS Department of Environmental Conservation on December 30th. It was accepted the same day and sent off for payment.

REQUEST TO PURCHASE - REQUISITION FORM (CONSENT AGENDA)

VILLAGE OF BALLSTON SPA
 66 Front Street, Ballston Spa, NY 12020 (518) 885-5711
 (Guidelines at the Bottom of Form)

Date: 1-18-23	Requisition #:
FOR:	DEPARTMENT DPW SNOW A-5142-406
PURPOSE OR USE: ROCK SALT	
SOURCE: American Rock Salt	
REMARKS:	

Line No.	Quantity	Item Number	Description	Date Needed	Estimated Costs
	200 TONS		Rock Salt	1/25/23	
	+/-				
			\$5892/ton		\$ 17,000.⁰⁰

Requested By: Jeff Craweys
Department Approval:
Purchase Order #: PO# 201-

REQUEST TO PURCHASE GUIDELINES

FOR ALL REQUEST TO PURCHASE:

- At least **1-2 weeks prior** to ANY such purchase, please complete a *Request to Purchase Form* and submit it for **department approval** and forward the request to the Village Clerk.
- The Village Clerk will present your (and any other) *Request to Purchase Form* to the Village board of Trustees for approval at the next scheduled board meeting.
- The Village Clerk will report back to the requestor the **final approval**.



January 20, 2023

Mayor Frank S. Rossi, II
Village of Ballston Spa
66 Front Street
Ballston Spa, NY 12020

VIA EMAIL: mayor@villageofballstonspa.org

Re: Proposal for Professional Services
RE: Front Street and Wiswall Park

Dear Mayor Rossi, II:

LaBella Associates, DPC (LaBella) thank you for the opportunity to present this proposal for Professional Land Surveying Services for the preparation of eight (8) suggested survey descriptions for corrective deeds to be filed along the north side of Front Street between Spring Street and NYS RTE 50 (Milton Avenue) .

Project Understanding – As a result of LaBella’s completion of the existing conditions survey for the Village of Ballston Spa, it has been determined that numerous highway acquisitions were described incorrectly in 1942. Based on your conversations with Joe Lanaro and the village attorney, we understand that the Village wishes to complete corrective deeds and filings along the north side of Front Street as identified below. LaBella’s proposal will include the following:

- Prepare eight (8) suggested survey descriptions and mapping for parcels between land previously conveyed to the Village of Ballston Spa in 1942 and the face of buildings along the north side of Front Street.

Agreement

Attached please find a copy of LaBella’s Standard Agreement with included technical scope of services. Receipt of an executed copy of this Agreement or Village Purchase Order will be our authorization to schedule the performance of this work. A delay in returning the necessary documents may require modification of the proposed task start and completion dates as described herein. This proposal is valid for 30 days from the date hereof.

Please feel free to contact me at 518-526-3423 if you have any questions whatsoever. LaBella looks forward to working with you on this project.

Respectfully submitted,

LaBella Associates

Damion Lozier, PLS
Survey Manager



Professional Services Agreement

Agreement made the _____ day of _____, 20__
between

LaBella Associates, D.P.C.
("LaBella")

and

[Village of Ballston Spa]
("Client")

for services related to the following Project:

[Front Street and Wiswall Park]
[Front Street]
("Project")



LaBella and Client hereby agree as follows:

Description of Services: LaBella shall perform the services set forth and described in LaBella's proposal, dated January 20, 2023, a copy of which is attached as *Exhibit A*, in accordance with the terms and conditions of this contract attached as *Exhibit B*.

Compensation for Services: A retainer in the amount of \$ NA shall be required prior to the initiation of services. This retainer will be held until the end of the Project and applied to Client's final invoice. Any excess amount shall be returned to Client. Client shall compensate LaBella for its professional services as set forth in LaBella's proposal. LaBella shall submit invoices for services rendered monthly. Client shall make payment to LaBella no later than thirty (30) days after the date of each invoice.

Term: LaBella shall commence performing its services when Client gives notice to proceed. This Agreement shall terminate when LaBella's services are completed and final payment has been received from Client, or as otherwise provided in this Agreement.

Insurance: LaBella shall maintain, at its own expense, throughout the term of this Agreement and until the expiration of all applicable statutes of limitation, the following insurance coverages:

- Comprehensive general liability insurance with policy limits of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate for bodily injury and property damage;
- Automobile liability insurance covering owned, non-owned, rented and hired vehicles operated by LaBella with policy limits of not less than \$1,000,000 combined single limit and aggregate for bodily injury and property damage;
- Umbrella liability insurance with policy limits of not less than \$10,000,000 each occurrence and \$10,000,000 in the aggregate;
- Worker's compensation insurance at statutory limits and employer's liability insurance with a policy limit of not less than \$1,000,000 for all employees engaged in the rendering of professional services under this Agreement; and
- Professional liability insurance with policy limits of not less than \$5,000,000 per claim and \$7,500,000 in the aggregate.

Client shall be named as an additional insured on a primary and non-contributory basis under the CGL, Automobile and Umbrella insurance policies. LaBella shall provide to the Client certificates of insurance evidencing compliance with the requirements of this Agreement. The certificates shall contain a provision that at least thirty (30) days prior written notice shall be given to Client in the event of cancellation, non-renewal, or reduction of the insurance.

Indemnification: To the fullest extent permitted by law, LaBella shall indemnify and hold the Client and its officers and employees harmless from and against liabilities, damages, losses and judgments, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts, errors or omissions of LaBella, its employees and its consultants in the performance of professional services under this Agreement.

In recognition of the relative risks and benefits of the Project to both Client and LaBella, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the



liability of LaBella and LaBella's consultants for any and all claims, liabilities, damages, losses, costs, and judgments of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of LaBella and LaBella's consultants shall not exceed \$50,000 or LaBella's total fee for services rendered on this Project, whichever is greater.

LaBella Associates, D.P.C.

Client Name

By: _____

By: _____

Name _____

Name _____

Title _____

Title _____

Date: _____

Date _____



Exhibit A

LaBella's Proposal



Exhibit A

Phase 01 – Boundary Surveys – Suggested Descriptions

Scope – LaBella will complete boundary surveys for parcels 216.32-1-34, 216.32-1-99, 216.32-1-31, 216.32-1-36, 216.32-1-37, 216.32-1-38, 216.32-1-39 & 216.32-1-40 along a portion of Front Street in the Village of Ballston Spa. The surveys will demonstrate the location of property boundaries acquired by the Village of Ballston Spa in 1942, current property boundaries, site improvements, and rights of way of record. LaBella will prepare a suggested survey description for the parcel of land between the property acquired in 1942 and the face of the building for each parcel listed above. All surveying will be completed in accordance with the “Code of Practice” as adopted by the New York State Association of Professional Land Surveyors. LaBella will complete research which is normal to the completion of surveys completed under the above referenced code. We do; however, recommend that an abstract of title be completed by a local title company. This will assure that all recorded easements and rights of way of record are discovered.

Assumptions and Limitations- Cost itemized herein are for those tasks specifically mentioned and do not include the following:

- Staking of missing or disturbed property corners is not included.
- Boundary Survey depicts the position of boundaries with respect to existing field evidence and title information. The Boundary Survey must be based on sufficient record information and sufficient field evidence to enable LaBella to render a professional opinion as to the boundary location. This proposal and fee have been estimated with the assumption that the record information and field evidence is adequate to perform the survey. LaBella reserves the right to negotiate additional fees for this project, if the evidence is inadequate to render an opinion.

Professional Services Fee Schedule

LaBella proposes to bill each task as indicated in the following Fee and Time Schedule Summary. Invoices will be issued monthly for all services performed during that month and are payable upon receipt. Lump Sum tasks will be billed commensurately with the percentage of the task which has been completed. LaBella will make its best effort to complete each of these tasks within the estimated amounts, however it is possible that it will be necessary to exceed these amounts in order to complete the scope of services for each task. We will not exceed any estimated fee amounts without written authorization from you.



Fee and Time Schedule Summary

Phase		Fee Estimate	Proposed Schedules
Phase No.	Phase Description	Lump Sum Fee Bill	Projected Start / End Dates
01	Total Estimated Cost	\$8,000.00	Start: Upon Authorization Completion: 4 weeks



Exhibit B

Terms and Conditions



Terms and Conditions

LaBella's Responsibilities: LaBella shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

LaBella shall perform its services consistent with the professional skill and care ordinarily provided by members of the same profession practicing in the same or similar locality under the same or similar circumstances. LaBella shall perform its services as expeditiously as is consistent with such professional skill and care, and the orderly progress of the Project.

LaBella shall not at any time supervise, direct, control or have authority over any contractor or subcontractor's work, nor shall LaBella have authority over, or be responsible for, the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor or subcontractor, or the safety precautions and programs incident thereto, for safety or security at the Project location, nor for any failure of a contractor or subcontractor to comply with laws and regulations applicable to the performance of their work and the furnishing of materials on the Project. LaBella shall not be responsible for the acts or omissions of any contractor or subcontractor.

Client's Responsibilities: Client shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to that representative.

Client shall provide LaBella with all available information regarding, and site access to, the Project necessary for LaBella to perform its professional services, including Client's requirements for the Project. Client also shall provide information regarding the Project site and any existing facilities, including destructive testing and investigation of concealed conditions and hazardous substances or injurious conditions. If Client does not perform destructive testing or investigation, nor provide information beyond that which is apparent by non-intrusive observations, or in the event documentation or information furnished by Client is inaccurate or incomplete, then any resulting damages, losses and expenses, including the cost of LaBella's changes in service or additional services, shall be borne by Client.

Client shall examine documents submitted by LaBella and render decisions pertaining thereto promptly to avoid unreasonable delay in the progress of LaBella's services.

Additional Services: LaBella may provide additional services after execution of this Agreement without invalidating the Agreement. LaBella shall not proceed to provide any additional services, unless and until LaBella receives written direction from Client. Client shall compensate LaBella for additional services as set forth in LaBella's proposal, or any supplemental proposal or contract modification, or as agreed upon in writing signed by both parties.

Assignment: Neither party may assign any benefit or obligation under this Agreement without the prior written consent of the other party, except LaBella may use the services of persons and entities not in LaBella's employ when appropriate and customary to do so.

Confidentiality: During the Project, confidential and/or proprietary information of the Client



might be furnished to LaBella. LaBella shall use such information for the purpose of providing its professional services on the Project, and for no other purpose. LaBella shall hold such information in strict confidence and shall not disclose such information to any person or entity, except sub-consultants engaged on the Project or as required by law. Upon completion of its services, LaBella shall return or destroy all confidential and/or proprietary information to the Client.

Instruments of Service: All documents prepared or furnished by LaBella pursuant to this Agreement are instruments of professional service, and LaBella shall retain its ownership and property interest therein, including all copyrights and the right to reuse the documents. Upon payment in full for services rendered, LaBella grants Client a license to use the instruments of service for the purposes of constructing, occupying and maintaining the Project. Reuse or modification of any documents by Client without LaBella's written permission shall be at Client's sole risk, and Client agrees to defend, indemnify, and hold LaBella harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client.

Client and Client's contractors and other consultants may rely only upon printed copies (also known as hard copies) of documents that are signed and sealed by a licensed professional employed by LaBella. If there is any discrepancy between printed copies and any electronic copies, the most recent version of the printed and certified copies shall govern. Any electronic copies (files) provided by LaBella will be provided solely as a convenience and shall not be considered "Contract Documents," "Construction Documents" or any type of certified document. All documents considered "Contract Documents," "Construction Documents" or any type of certified document shall consist only of printed copies having an original signature and seal of a licensed professional employed by LaBella. Client is advised that electronic copies of documents can deteriorate or be inadvertently modified without LaBella's consent or may otherwise be corrupted or defective. Accordingly, Client and Client's contractors or other consultants may not rely upon the accuracy of any electronic copies of documents.

Escalation: In the event the term of this Agreement is extended beyond the period of service set forth in LaBella's proposal, then compensation for professional services is subject to review and escalation by LaBella upon thirty (30) days written notice to Client.

Suspension: Client may suspend this Agreement in whole or in part at any time for convenience upon seven (7) days written notice. Upon receipt of notice, LaBella shall immediately discontinue all services. LaBella shall be entitled to compensation for all services rendered up to the date of suspension. If the suspension exceeds three (3) months, an equitable adjustment in compensation shall be negotiated to compensate LaBella for all reasonable costs incurred by LaBella on account of the suspension of the Project.

LaBella may suspend its performance under this Agreement if any delinquent amounts due for services and expenses have not been paid. LaBella may refuse to release drawings, plans, specifications, reports, maps, materials and any other instruments of service prepared by LaBella for Client until all arrearages are paid in full. LaBella shall not be liable to Client for delay or any other damages due to any such suspension of services.

Termination: Either party may terminate this Agreement for cause upon seven (7) days written notice with an opportunity to cure any default during that period. In any event, without regard to



the party terminating the Agreement, Client shall remit payment of all amounts that are not in dispute no later than thirty (30) days after the date of each invoice.

Disputes: The parties agree that mediation before a mutually agreeable neutral third party shall be a condition precedent to any legal action arising out of this Agreement, unless waived in writing by the parties. The cost of the mediation shall be borne equally by the parties. The mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, unless the parties agree otherwise. No demand for mediation shall be made after the date that the applicable statute of limitations would bar a legal or equitable action based on the claim or dispute.

Venue and Jurisdiction: Any legal suit, action or proceeding arising out of or relating to this agreement shall be instituted in a court of competent jurisdiction located in the state and county where the project is located. The parties hereby waive any objection which they may have now or hereafter to the venue of any such suit, action or proceeding, and hereby irrevocably consent to the personal jurisdiction of any such court in any such suit, action or proceeding.

Choice of Law: This Agreement shall be interpreted, construed and enforced in accordance with the laws of the state where the project is located without giving effect or reference to any conflict of laws provisions.

Consequential Damages: In any suit, action or proceeding, the parties shall be entitled to recover compensatory damages incurred as a result of the breach of this Agreement, but, to the fullest extent permitted by law, neither party shall be liable to the other for any special, incidental, indirect, or consequential damages.

Late Fees, Costs and Attorneys' Fees: An additional charge of 1.5% of an invoice will be imposed each month on all past due accounts. Imposition of such charges does not constitute an extension of the payment due date. If LaBella must bring suit to collect payment of any invoices, then Client agrees to pay LaBella's costs and expenses, including reasonable attorneys' fees.

Remedies Cumulative: The rights and remedies available to a party under this Agreement are cumulative and in addition to, not exclusive of, or in substitution for, any other rights or remedies either party may have at law, or in equity, or under this Agreement. Nothing contained in this Agreement shall be deemed to preclude either party from seeking injunctive relief, if necessary, to prevent the other party from willfully or intentionally breaching its obligations under this Agreement or to compel the other party to perform its obligations hereunder.

Non-Waiver: Failure by either party at any time to require performance by the other party or to claim a breach of any provision of this Agreement will not be construed as a waiver of any right accruing under this Agreement, nor affect any subsequent breach, nor affect the effectiveness of this Agreement or any part hereof, nor prejudice either party as regards any subsequent action.

Force Majeure: Neither party to this Agreement shall be liable to the other for delays in performing the obligations called for by this Agreement, or the direct and indirect costs resulting from such delays, that are caused by labor strikes, riots, war, acts of government authorities other than the Client (if a governmental authority), extraordinary weather conditions, epidemics, pandemics or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.



Severability: The provisions of this Agreement are hereby agreed and declared to be severable. Any term or provision of this Agreement which is held to be unenforceable by a court of competent jurisdiction shall be deemed to have been stricken from this Agreement, and the remaining terms and provisions of this Agreement shall be construed and enforced without such terms or provisions.

Counterparts: This Agreement may be executed in one or more counterparts, each one of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Scope of Agreement: This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or oral, except that terms specific to future projects shall be set forth in LaBella's proposals. This Agreement may be amended only by written instrument signed by both parties.

COMPREHENSIVE LAND USE PLAN TIMELINE

Presentation and Recommendation by Committee of draft Comprehensive Land Use Plan to Village Board	January 9, 2023
Preparation of Long Form EAF for Type 1 SEQR action and declaration by Village Board as Lead Agency for coordinated review	January 2023
Draft plan available on Village website, in Village Offices and Ballston Spa Public Library	January 2023
Referral to Village Planning Board for review and recommendation	January 2023
Receipt of recommendations from Village Planning and ZBA presented to Village Board	February/March 2023
Referral to Saratoga County Planning Board for review and recommendation	February/March 2023
Hold a properly noticed public hearing within 90 days of receiving Committee's recommendations on the Plan	March/April 2023
Review Parts 2 and 3 of Long Form EAF and determine environmental significance If positive declaration, create GEIS If negative declaration, file with Environmental Notice Bulletin	April/May 2023
Approve Resolution adopting Plan (if neg dec)	April/May 2023
File adopted Plan with village clerk and county planning	April/May 2023

Village of Ballston Spa

Saratoga County Seat
66 FRONT STREET

Ballston Spa, NY 12020

Phone: 518-885-5711

Fax: 518-885-0512

Letter of Intent

12/27/2022

Mangino Chevrolet
4447 State Highway 30
Amsterdam, NY 12010

Dear Mangino Chevrolet,

At its next regular board meeting on January 9th, 2023, the Village of Ballston Spa Board of Trustees intends to award the contract/purchase noted below contingent upon the receipt of funds by the Village related to a loan from the USDA.

Equipment: 2023 Chevrolet Silverado 3500HD with SS Vee Plow and Alum liftgate
Supplier/Contractor: Mangino Chevrolet
Purchase Amount: Estimated to be \$63,998.00 to be paid upon delivery of the unit.

This letter is not intended as a contract or purchase order. If you should have any questions or concerns, please contact the Village Office, 518-885-5711.

Thank you,

Frank Rossi, Jr.
Mayor
The Village of Ballston Spa
66 Front Street
Ballston Spa, NY 12020

Jeffrey Gawrys
Department of Public Works Superintendent
The Village of Ballston Spa
66 Front Street
Ballston Spa, NY 12020