

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.

April 14, 2025

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Mayor

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Trustee

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Trustee

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Trustee

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Trustee

**Village of Ballston Spa**  
**A/P Distribution Summary by Fund from 3/25/2025 to 4/14/2025**

Run: 4/11/2025 at 12:40 PM

<u>Fund</u>	<u>District</u>	<u>Amount</u>
AA - General	000	346,109.59
<u>AA Fund Total</u>		<u>346,109.59</u>
GG - Sewer	000	100.50
<u>GG Fund Total</u>		<u>100.50</u>
HH - Capital Projects	101	156,917.14
<u>HH Fund Total</u>		<u>156,917.14</u>
LL - Library	000	3,929.62
<u>LL Fund Total</u>		<u>3,929.62</u>
TA - Trust & Agency	000	995.85
<u>TA Fund Total</u>		<u>995.85</u>
<b>Grand Total</b>		<b><u>508,052.70</u></b>

# Village of Ballston Spa Abstract of Audited Vouchers from 3/25/2025 to 4/14/2025

Run: 4/11/2025 at 12:54 PM

<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>
<b>Voucher Type: Prepaid</b>								
Albany Times Union	4/01/2025	20250401 Library-	10364	LL.7410.400.000	Library CE - Contracts	62.95	1223620	4/04/2025
						<u>62.95</u>		
<b>Albany Times Union Total</b>			<b>10530</b>	TA.0019.000.000	Disability	<u>383.92</u>	1223666	4/10/2025
Arch Insurance	4/10/2025	20250315-402312-1 Disability Benefits qtrly reporting				<u>383.92</u>		
<b>Arch Insurance Total</b>			<b>10367</b>	AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	66.00	1223621	4/04/2025
County Waste - Clifton Park	4/01/2025	34526052W910 DPW & EML & UF2				66.00	1223621	4/04/2025
	4/01/2025	34526052W910 DPW & EML & UF2		AA.3412.400.000	Union Fire Dept CE - Contracts	242.00	1223621	4/04/2025
	4/01/2025	34526052W910 DPW & EML & UF2		AA.1640.400.000	Central Garage CE - Contracts	<u>374.00</u>		
<b>County Waste - Clifton Park Total</b>			<b>10346</b>	LL.7410.406.000	Library CE - Other	140.00	1223615	3/25/2025
De Lage Landen Financial Svce	3/15/2025	589516864 Library				<u>140.00</u>		
<b>De Lage Landen Financial Svce Total</b>			<b>10435</b>	AA.8340.200.000	Transmission & Distribution - EQ	15,540.00	1223657	4/10/2025
Deere Credit, Inc	4/10/2025	3016453 JD WLBH pymt				<u>15,540.00</u>		
<b>Deere Credit, Inc Total</b>			<b>10345</b>	TA.0020.000.000	Group Insurance	611.93	1223616	3/25/2025
Equitable- Axa	3/20/2025	589516864 March 2025 Add. Ins				<u>611.93</u>		
<b>Equitable- Axa Total</b>			<b>10386</b>	AA.3120.403.000	Police CE - Fuel	1,098.08	1223622	4/04/2025
G A Bove & Sons, Inc.	4/04/2025	20250404 March Fuel Village				612.14	1223622	4/04/2025
	4/04/2025	20250404 March Fuel Village		AA.3410.403.000	Fire Chiefs CE - Fuel	298.62	1223622	4/04/2025
	4/04/2025	20250404 March Fuel Village		AA.3411.403.000	E.M.L. Fire Dept CE - Fuel	410.82	1223622	4/04/2025
	4/04/2025	20250404 March Fuel Village		AA.3412.403.000	Union Fire Dept CE - Fuel			

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Run: 4/11/2025 at 12:54 PM

Claimant	Invoice Date	Invoice Description	Voucher #	Distribution Acct	Account Description	A/P Owed	Chk #	Chk Date
	4/04/2025	20250404 March Fuel Village		AA.5110.403.000	Street Administration CE - Fuel	3,859.70	1223622	4/04/2025
						<u>6,279.36</u>		
<b>G A Bove &amp; Sons, Inc. Total</b>			<b>10529</b>			250.00	1223658	4/10/2025
John Lombardo	4/10/2025	07082024 reissue Reimb for overpaid tax 77 Middle St (replaces check 1218540)		AA.1001.000.000	Real Property Tax	<u>250.00</u>		
<b>John Lombardo Total</b>			<b>10365</b>			616.47	1223623	4/04/2025
Lowe's	3/25/2025	20250325 DPW Equip. Purchase		AA.8340.400.000	Transmission & Distribution - CE - Contr	<u>616.47</u>		
<b>Lowe's Total</b>			<b>* 10348</b>			6,682.57	1223617	3/25/2025
Mvp Health Plan, Inc.	3/10/2025	21123982 April 2025 Retirees		AA.9089.800.000	Other EB (Sect. 125) EB	<u>6,682.57</u>		
<b>Mvp Health Plan, Inc. Total</b>			<b>10383</b>			425.15	1223624	4/04/2025
National Grid #00302-11100	4/01/2025	20250401 2/19-3/19 2025		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	<u>425.15</u>		
<b>National Grid #00302-11100 Total</b>			<b>10347</b>			24.58	1223618	3/25/2025
National Grid #01688-15101	3/25/2025	20250325 Feb 12-Mar 13, 2025		AA.1621.401.000	Municipal Bldg CE - 30 Bath St Utilities	<u>24.58</u>		
<b>National Grid #01688-15101 Total</b>			<b>10373</b>			20.64	1223625	4/04/2025
National Grid #04680-43012	4/01/2025	20250401 2/18-3/19 2025		AA.5110.400.000	Street Administration CE - Contracts	<u>20.64</u>		
<b>National Grid #04680-43012 Total</b>			<b>10372</b>			64.09	1223626	4/04/2025
National Grid #05150-26007	4/01/2025	20250401 2/18-3/19 2025		AA.5182.400.000	Street Lighting CE	<u>64.09</u>		
<b>National Grid #05150-26007 Total</b>			<b>10353</b>			26.26	1223627	4/04/2025
National Grid #06786-00005	4/01/2025	20250401 Feb 20-March 21 2025		AA.5182.400.000	Street Lighting CE	<u>26.26</u>		
<b>National Grid #06786-00005 Total</b>						26.26		



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Run: 4/11/2025 at 12:54 PM

Claimant	Invoice Date	Invoice Description	Voucher #	Distribution Acct	Account Description	A/P Owed	Chk #	Chk Date
	National Grid #07102-11117	20250401 2/19-3/19 2025	10375	AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	67.88	1223628	4/04/2025
	<u>National Grid #07102-11117 Total</u>					<u>67.88</u>		
	National Grid #07902-11102	20250401 2/18-3/19 2025	10374	AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	24.95	1223629	4/04/2025
	<u>National Grid #07902-11102 Total</u>					<u>24.95</u>		
	National Grid #19782-62011	20250401 2/19-3/19 2025	10381	AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	45.22	1223630	4/04/2025
	<u>National Grid #19782-62011 Total</u>					<u>45.22</u>		
	National Grid #22302-11106	20250401 Feb 19-March 21 2025	10359	AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	22.77	1223631	4/04/2025
	<u>National Grid #22302-11106 Total</u>					<u>22.77</u>		
	National Grid #23352-17119	20250401 Feb 21-March 21 2025	10354	AA.8340.400.000	Transmission & Distribution - CE - Contr	21.02	1223632	4/04/2025
	<u>National Grid #23352-17119 Total</u>					<u>21.02</u>		
	National Grid #23352-17119	20250401 Feb 21-March 21 2025	10382	AA.5110.400.000	Street Administration CE - Contracts	25.01	1223633	4/04/2025
	<u>National Grid #23352-17119 Total</u>					<u>25.01</u>		
	National Grid #26440-07109	20250401 2/19-3/19 2025	10368	AA.3412.401.000	Union fire Dept CE - Utilities	1,138.98	1223634	4/04/2025
	<u>National Grid #26440-07109 Total</u>					<u>1,138.98</u>		
	National Grid #27040-07109	20250401 2/20-3/19 2025	10384	AA.8340.400.000	Transmission & Distribution - CE - Contr	128.99	1223635	4/04/2025
	<u>National Grid #27040-07109 Total</u>					<u>128.99</u>		
	National Grid #33952-17109	20250401 2/18-3/19 2025	10380	AA.8340.400.000	Transmission & Distribution - CE - Contr	84.94	1223636	4/04/2025
	<u>National Grid #33952-17109 Total</u>					<u>84.94</u>		

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National Grid #34552-95103	4/01/2025	20250401 April	10351	AA.5182.400.000	Street Lighting CE	6,363.71	1223637	4/04/2025
<u>National Grid #34552-95103 Total</u>								
National Grid #36300-04011	4/01/2025	20250401 Feb 20-March 21 2025	10357	AA.8340.400.000	Transmission & Distribution - CE - Contr	266.64	1223638	4/04/2025
<u>National Grid #36300-04011 Total</u>								
National Grid #39652-22103	4/01/2025	20250401 2/18-3/19 2025	10379	AA.7180.400.000	Spec Rec Fac CE - Contracts	89.05	1223639	4/04/2025
<u>National Grid #39652-22103 Total</u>								
National Grid #43186-94007	4/01/2025	20250401 Feb 19-March 21 2025	10358	AA.8340.400.000	Transmission & Distribution - CE - Contr	233.12	1223640	4/04/2025
<u>National Grid #43186-94007 Total</u>								
National Grid #58830-37004	4/01/2025	20250401 2/18-3/19 2025	10377	AA.5110.400.000	Street Administration CE - Contracts	24.30	1223641	4/04/2025
<u>National Grid #58830-37004 Total</u>								
National Grid #70081-15023	4/01/2025	20250401 2/20-3/21 2025	10371	AA.8340.400.000	Transmission & Distribution - CE - Contr	991.87	1223642	4/04/2025
<u>National Grid #70081-15023 Total</u>								
National Grid #70838-00110	4/01/2025	20250401 2/18-3/19 2025	10417	AA.3120.400.000	Police CE - Other	791.65	1223659	4/10/2025
<u>National Grid #70838-00110 Total</u>								
National Grid #77952-17101	4/01/2025	20250401 Feb 18-March 19 2025	10355	AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	718.35	1223643	4/04/2025
<u>National Grid #77952-17101 Total</u>								
National Grid #80502-10107	4/01/2025	20250401 Feb 18-March 20 2025	10356	AA.1620.400.000	Buildings CE - 66 Front St. - Contracts	234.86	1223644	4/04/2025
<u>National Grid #80502-10107 Total</u>								

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National Grid #82302-10105	4/01/2025	20250401 2/18-3/19 2025	10376	AA.7110.401.000	PARKS - Wiswall & Iron Spring CE - Utilities	41.22	1223645	4/04/2025
<b><u>National Grid #82302-10105 Total</u></b>								
National Grid #86140-11100	4/05/2025	20250405 2/18-3/20/25	10423	LL.7410.400.000	Library CE - Contracts	875.24	1223660	4/10/2025
<b><u>National Grid #86140-11100 Total</u></b>								
National Grid #86540-11102	4/01/2025	20250401 Feb 20-March 24 2025	10352	AA.1640.401.000	Central Garage CE - Utilities	1,173.07	1223646	4/04/2025
<b><u>National Grid #86540-11102 Total</u></b>								
National Grid #87340-11108	4/03/2025	20250403 2/18-3/19 2025	10387	AA.1621.401.000	Municipal Bldg CE - 30 Bath St Utilitie	168.66	1223647	4/04/2025
<b><u>National Grid #87340-11108 Total</u></b>								
National Grid #94502-10106	4/01/2025	20250401 2/19-3/19	10378	AA.1621.400.000	Municipal Bldg CE - 30 Bath St.	498.07	1223648	4/04/2025
<b><u>National Grid #94502-10106 Total</u></b>								
National Grid #99314-24108	4/01/2025	20250401 2/20-3/21	10415	AA.8340.401.000	Transmission & Distribution - CE - Utiliti	1,794.38	1223655	4/04/2025
<b><u>National Grid #99314-24108 Total</u></b>								
Pitney Bowes Bank Inc	4/01/2025	20250401 March 13- April 8th	10420	AA.1110.405.000	Justices - Supplies	40.86	1223661	4/10/2025
	4/01/2025	20250401 March 13- April 8th		AA.1410.405.000	Village Clerk CE - Other	78.22	1223661	4/10/2025
	4/01/2025	20250401 March 13- April 8th		AA.3120.405.000	Police CE - Supplies	1.38	1223661	4/10/2025
	4/01/2025	20250401 March 13- April 8th		AA.3620.405.000	Safety Inspection CE - Supplies	20.66	1223661	4/10/2025
	4/01/2025	20250401 March 13- April 8th		LL.7410.405.000	Library CE - Supplies	7.59	1223661	4/10/2025
						<u>148.71</u>		
<b><u>Pitney Bowes Bank Inc Total</u></b>								
Power Plan	4/01/2025	20250401	10366	AA.1640.400.000	Central Garage CE - Contracts	143.52	1223649	4/04/2025
<b><u>Power Plan Total</u></b>						<u>143.52</u>		

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SLIC Fiber	4/01/2025	4186276 PD Internet	10557	AA.3120.400.000	Police CE - Other	136.95	1223667	4/11/2025
						<u>136.95</u>		
<b>SLIC Fiber Total</b>						210.00	1223662	4/10/2025
<b>Spectrum - Charter Communications</b>	4/05/2025	20250405 UF#2	10421	AA.3412.400.000	Union Fire Dept CE - Contracts	144.98	1223662	4/10/2025
	4/05/2025	20250405 April invoice		AA.1110.400.000	Justices CE	104.95	1223662	4/10/2025
	4/05/2025	20250405 April invoice		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	104.95	1223662	4/10/2025
	4/05/2025	20250405 April invoice		AA.8340.400.000	Transmission & Distribution - CE - Contr	89.98	1223662	4/10/2025
	4/05/2025	20250405 April invoice		AA.1640.400.000	Central Garage CE - Contracts	104.95	1223662	4/10/2025
	4/05/2025	20250405 April invoice		AA.1620.400.000	Buildings CE - 66 Front St - Contracts	<u>759.81</u>		
<b>Spectrum - Charter Communications Total</b>			10419			28.70	1223663	4/10/2025
<b>T-Mobile</b>	4/01/2025	20250401 Library 2/23-3/22/2025		LL.7410.402.000	Library CE - Phone & Internet	84.09	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.3620.400.000	Safety Inspection CE	54.86	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.8340.400.000	Transmission & Distribution - CE - Contr	27.43	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.3413.400.000	Fire Police CE	115.09	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.3120.400.000	Police CE - Other	54.86	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.5110.400.000	Street Administration CE - Contracts	38.30	1223650	4/04/2025
	4/01/2025	20250401 2/23-3/22/2025		AA.7180.400.000	Spec Rec Fac CE - Contracts	<u>403.33</u>		
<b>T-Mobile Total</b>			10349			28,327.44	1223619	3/28/2025
<b>Teamsters Health &amp; Hospital Fund</b>	3/25/2025	20250201 April Health Insurance		AA.9060.800.000	Medical Insurance (Village Share) EB	28,327.44	1223651	4/04/2025
	4/04/2025	20250404 May 2025 Health Insurance		AA.9060.800.000	Medical Insurance (Village Share) EB	<u>56,654.88</u>		

**Teamsters Health & Hospital Fund NYS Total**

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Terri Stille	4/03/2025	20250403 Tax paid to Village of Ballston Spa via online cc system	10385	AA.1001.000.000	Real Property Tax	746.97	1223652	4/04/2025
						<u>746.97</u>		
<b>Terri Stille Total</b>			<b>10418</b>			<b>125.24</b>	<b>1223664</b>	<b>4/10/2025</b>
The Paul Revere Life Ins. Co.	4/01/2025	3757580-0305459 March supp ins		AA.9060.800.000	Medical Insurance (Village Share) EB	<u>125.24</u>		
<b>The Paul Revere Life Ins. Co. Total</b>			<b>10370</b>			<b>289.66</b>	<b>1223653</b>	<b>4/04/2025</b>
Verizon Wireless	3/24/2025	6109369960 FD Cells- Chiefs		AA.3410.400.000	Fire Chiefs CE - Contracts	189.95	1223654	4/04/2025
	4/01/2025	6109349779 PD- Cells		AA.3120.400.000	Police CE - Other	152.43	1223665	4/10/2025
	4/05/2025	4778939657 PD		AA.3120.400.000	Police CE - Other	<u>632.04</u>		
<b>Verizon Wireless Total</b>						<b>107,077.32</b>		
<b>Total for Voucher Type: Prepaid</b>								
<b>Voucher Type: PriorYear</b>								
J & R Welding Supply Co.	8/22/2022	2040359 face shields/ metal	10392	AA.1640.400.000	Central Garage CE - Contracts	36.88		
	8/24/2022	2040420 Inweld		AA.1640.400.000	Central Garage CE - Contracts	66.56		
	6/12/2023	2047277 Hydrotest cylinders		AA.1640.400.000	Central Garage CE - Contracts	70.00		
	10/12/2023	2047938 EML Helium- old invoice		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	119.00		
						<u>292.44</u>		
<b>J &amp; R Welding Supply Co. Total</b>						<b>292.44</b>		
<b>Total for Voucher Type: PriorYear</b>								
<b>Voucher Type: Regular</b>								
Ace Pest Control	3/19/2025	21793792 Pest control VO- March 2025	10482	AA.1410.400.000	Village Clerk CE - Contracts	42.00		
						<u>42.00</u>		
<b>Ace Pest Control Total</b>			<b>10451</b>					
Adirondack Sign Co.	3/21/2025	34886 Workshop signs		AA.8010.400.000	Zoning CE	260.00		

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Chk #      Chk Date

A/P Owed      Chk #

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	3/21/2025	34887 Sidewalk closed signs x 2		AA.5110.400.000	Street Administration CE - Contracts	350.00		
						610.00		
<b><u>Adirondack Sign Co. Total</u></b>								
			10438			19,999.99		
<b>Admar Supply Co.</b>	3/10/2025	AL2030254 1.25 ton Ride on Roller		AA.5110.400.000	Street Administration CE - Contracts	2,630.33		
	4/03/2025	AL2030797 plate tamper		AA.5110.400.000	Street Administration CE - Contracts	22,630.32		
<b><u>Admat Supply Co. Total</u></b>								
			10485			262.48		
<b>Airgas Usa, LLC</b>	2/28/2025	5514397244 Rental- Cylinders		AA.1640.400.000	Central Garage CE - Contracts	280.96		
	3/31/2025	5515123711 Cylinder rental		AA.1640.400.000	Central Garage CE - Contracts	543.44		
<b><u>Airgas Usa, LLC Total</u></b>								
			10450			420.00		
<b>AJ Sign Co.</b>	3/24/2025	498306 COA Signs		AA.7010.400.000	Fund For the Arts	420.00		
<b><u>AJ Sign Co. Total</u></b>								
			10521			19,409.29		
<b>Allegiant Electric LLC</b>	3/15/2025	20250325 Cert. of Payment 2		HH.39889.000.101	State Aid, Other Home and Community Services	19,409.29		
<b><u>Allegiant Electric LLC Total</u></b>								
			10440			73.20		
<b>Allerdice Building Supply, Inc</b>	3/20/2025	5264/4 roll tray liners paint		AA.1640.400.000	Central Garage CE - Contracts	3.94		
	3/25/2025	5316/4 tee/ adapter pvc		AA.8340.400.000	Transmission & Distribution - CE - Contr	12.89		
	3/27/2025	5360/4 Hillman screws and drill bit		AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	90.03		
<b><u>Allerdice Building Supply, Inc Total</u></b>								
			10425			618.60		
<b>Allied Universal Security Svcs</b>	3/09/2025	20250309 Security officer Feb 2025		AA.1110.400.000	Justices CE	618.60		
<b><u>Allied Universal Security Svcs Total</u></b>								
			10495			86.50		
<b>Amazon Business</b>	3/18/2025	1497D9HFL17X Reciprocating saw- DPW		AA.5110.400.000	Street Administration CE - Contracts	-78.51		
	3/18/2025	1HLQX71NAJDW Credit memo- Xtreme reciprocating saw return		AA.5110.400.000	Street Administration CE - Contracts			

# Village of Ballston Spa Abstract of Audited Vouchers from 3/25/2025 to 4/14/2025

Run: 4/11/2025 at 12:54 PM

## Abstract of Audited Vouchers from 3/25/2025 to 4/14/2025

<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>
	3/18/2025	1W14K9Y3KDFT Charger/Paper/Hard hat/Safety glasses/ Safety vests		AA.1640.400.000	Central Garage CE - Contracts	181.93		
	3/21/2025	1YYGXM4C3PTJ Batteries/ paint brushes		AA.1410.400.000	Village Clerk CE - Contracts	11.50		
	3/21/2025	1YYGXM4C3PTJ Batteries/ paint brushes		AA.7010.400.000	Fund For the Arts	47.98		
	3/24/2025	1G4N41M4GTNI Otterbox cover- Fire Insp		AA.3620.400.000	Safety Inspection CE	15.72		
	3/24/2025	1LQVN6LH3VWK Atomic Reciprocating saw- DPW		AA.5110.400.000	Street Administration CE - Contracts	122.45		
	3/28/2025	1XJYLG3J1GN Easter Tote Bags		AA.7550.400.000	Celebrations CE	113.97		
	3/31/2025	143FJRW33CM Mailing Envelopes- VO		AA.1410.400.000	Village Clerk CE - Contracts	28.13		
	4/03/2025	1XDC9FVK91F9 White Cardstock/Easter ribbon/ Stuffing/ Socks/ Rubberbands		AA.7550.400.000	Celebrations CE	166.07		
	4/08/2025	1GJXPWPPJD39 PAC Flexmount		AA.1640.400.000	Central Garage CE - Contracts	41.94		
						<u>737.68</u>		
<b>Amazon Business Total</b>			<b>10402</b>			990.00		
<b>American Test Center, Inc.</b>	11/25/2024	2242305 FIRE TRUCK TEST		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	<u>990.00</u>		
<b>American Test Center, Inc. Total</b>			<b>10483</b>			100.00		
<b>Andrew Cardish</b>	3/02/2025	2025-01 Random acts of poetry		AA.7010.400.000	Fund For the Arts	<u>100.00</u>		
<b>Andrew Cardish Total</b>			<b>10463</b>			238.58		
<b>Baker &amp; Taylor</b>	2/27/2025	5019377370 books		LL.7410.405.000	Library CE - Supplies	36.46		
	3/06/2025	5019391723 books		LL.7410.405.000	Library CE - Supplies	65.90		
	3/19/2025	5019410552 books		LL.7410.405.000	Library CE - Supplies	51.24		
	3/31/2025	5019430831 books		LL.7410.405.000	Library CE - Supplies	<u>392.18</u>		
<b>Baker &amp; Taylor Total</b>			<b>10548</b>			5,500.00		
<b>Bartlett, Pontiff, Stewart &amp; Rhodes,</b>	4/03/2025	1436744 general		AA.1420.400.000	Attorney CE			

# Village of Ballston Spa Abstract of Audited Vouchers from 3/25/2025 to 4/14/2025

Run: 4/11/2025 at 12:54 PM

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<b><u>Bartlett, Pontiff, Stewart &amp; Rhodes, P.C. Total</u></b>								
Bowers, Patricia	4/01/2025	20250501 Health care	10442	AA.9089.800.000	Other EB (Sect. 125) EB	100.00		
						<u>100.00</u>		
<b><u>Bowers, Patricia Total</u></b>			10433			78,754.71		
BP Excavation, LLC	3/07/2025	20250307 Wiswall sewer replacement 2222876.03		AA.7110.400.000	PARKS - Wiswall & Iron Spring CE - Contr	78,754.71		
						<u>78,754.71</u>		
<b><u>BP Excavation, LLC Total</u></b>			10472			1,000.00		
BSHS PTSA	3/25/2025	20250325 After Prom Donation		AA.7550.400.000	Celebrations CE	1,000.00		
						<u>1,000.00</u>		
<b><u>BSHS PTSA Total</u></b>			10404			1,710.00		
Bulldog Fire And Emergency App	3/28/2025	RA155704 2022 Durango		AA.3410.400.000	Fire Chiefs CE - Contracts	1,710.00		
						<u>1,710.00</u>		
<b><u>Bulldog Fire And Emergency App Total</u></b>			10522			121,035.00		
Bunkoff General Contractors, Inc	3/15/2025	20250315 Cert of Pymt 4 3/15/2025		HH.3989.000.101	State Aid, Other Home and Community Services	121,035.00		
						<u>121,035.00</u>		
<b><u>Bunkoff General Contractors, Inc Total</u></b>			10524			1,255.40		
Butler Rowland Mays Architects	4/07/2025	16 Archit. Design 23 46 28		HH.3989.000.101	State Aid, Other Home and Community Services	1,255.40		
						<u>1,255.40</u>		
<b><u>Butler Rowland Mays Architects Total</u></b>			10461			1,875.00		
Captain Community Human Services	3/31/2025	20250331 Wellness Transportation for Q1 2025		AA.5680.400.000	Transportation (Shuttle Bus) CE	1,875.00		
						<u>1,875.00</u>		
<b><u>Captain Community Human Services Total</u></b>			10449			99.48		
Center Point Large Print	3/01/2025	2153225 book order- large print		LL.7410.405.000	Library CE - Supplies	99.48		
						<u>99.48</u>		
Center Point Large Print	4/01/2025	2158851 book order- large print		LL.7410.405.000	Library CE - Supplies	99.48		
						<u>99.48</u>		
<b><u>Center Point Large Print Total</u></b>						198.96		



**Village of Ballston Spa  
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Run: 4/11/2025 at 12:54 PM

Claimant	Invoice Date	Invoice Description	Voucher #	Distribution Acct	Account Description	A/P Owed	Chk #	Chk Date
Curtis Lumber Company, Inc.	3/20/2025	2503-273830 Deck Screws	10459	AA.1640.400.000	Central Garage CE - Contracts	26.59		
	3/20/2025	2503-276294 Wrench, Screwdriver, tape		AA.8340.400.000	Transmission & Distribution - CE - Contr	62.96		
	3/27/2025	2503-299970 Deck screw		AA.5110.400.000	Street Administration CE - Contracts	77.29		
	4/09/2025	2504-045633 Comm entry Lever x 2		AA.3120.400.000	Police CE - Other	106.45		
						<u>273.29</u>		
<b>Curtis Lumber Company, Inc. Total 10454</b>								
Daigle Cleaning Systems, Inc	4/01/2025	28113 VO cleaning		AA.1620.400.000	Buildings CE - 66 Front St. - Contracts	295.00		
	4/01/2025	28170 Library Cleaning		LL.7410.400.000	Library CE - Contracts	500.00		
						<u>795.00</u>		
<b>Daigle Cleaning Systems, Inc Total 10493</b>								
Dival Safety Equipment, Inc	3/13/2025	3670149 SCBA Flowtest/hose		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	760.46		
	3/17/2025	3672054 BW Techn O2 Sensor for GasAlert		AA.3410.400.000	Fire Chiefs CE - Contracts	240.98		
	3/20/2025	3674424 Ram Mount		AA.3412.400.000	Union Fire Dept CE - Contracts	204.65		
	3/20/2025	3674459 Hydro Test/O-Ring		AA.3412.400.000	Union Fire Dept CE - Contracts	406.72		
	3/20/2025	3674483 Gas detector/monitor		AA.3410.400.000	Fire Chiefs CE - Contracts	525.15		
	3/28/2025	3679772 UFC Helmet		AA.3412.400.000	Union Fire Dept CE - Contracts	375.00		
						<u>2,512.96</u>		
	<b>Dival Safety Equipment, Inc Total 10411</b>							
Earth Care + Inc.	3/25/2025	6617 Stump Grinding		AA.5140.400.000	Brush and Weeds CE	1,600.00		
	3/31/2025	6620 Wiswall		AA.5140.400.000	Brush and Weeds CE	1,100.00		
	4/07/2025	6623 Columbia and Heritage		AA.5140.400.000	Brush and Weeds CE	2,250.00		
						<u>4,950.00</u>		
<b>Earth Care + Inc. Total 10474</b>								
F.W. Webb Company	3/17/2025	89971583 GSKT NASB		AA.8340.400.000	Transmission & Distribution - CE - Contr	63.22		



Run: 4/11/2025 at 12:54 PM

## Village of Ballston Spa Abstract of Audited Vouchers from 3/25/2025 to 4/14/2025

Claimant	Invoice Date	Invoice Description	Voucher #	Distribution Acct	Account Description	A/P Owed	Chk #	Chk Date
<b>Killergrafix</b>	3/13/2025	20250312 FD chief vehicle lettering reapplication-( reimb. from INS claim)	10558	AA.3410.400.000	Fire Chiefs CE - Contracts	800.00		
<b>Killergrafix Total</b>						<u>800.00</u>		
<b>Labella Associates, Dpc</b>	2/25/2025	257027 Milton WD#3 Project Improvement	10551	AA.1440.400.000	Engineering - CE	9,420.50		
	2/28/2025	02282025 UF#2		AA.1440.400.000	Engineering - CE	1,175.00		
	2/28/2025	2233155.02 DPW study through 2/21/25		AA.1440.400.000	Engineering - CE	810.00		
	2/28/2025	257294 BOA plan		AA.1440.400.000	Engineering - CE	1,200.00		
	2/28/2025	258122 Wiswall Sewer Replacement		AA.1440.400.000	Engineering - CE	10,485.70		
	2/28/2025	258138 General Engineering		AA.1440.400.000	Engineering - CE	2,987.50		
<b>Labella Associates, Dpc Total</b>						<u>26,078.70</u>		
<b>Laberge Engineering &amp; Consulting</b>	3/26/2025	20220300012 BS Water study	10513	AA.8340.400.000	Transmission & Distribution - CE - Contr	5,885.53		
<b>Laberge Engineering &amp; Consulting Group Ltd Total</b>						<u>5,885.53</u>		
<b>Mahoneynotify-Plus, Inc.</b>	3/01/2025	0351554-IN Monitoring- Pump stations	10481	AA.8340.400.000	Transmission & Distribution - CE - Contr	567.00		
	3/01/2025	0351554-IN Monitoring- Pump stations		GG.8120.400.000	Sanitary Sewers CE - Contracts	100.50		
	4/01/2025	0352357-IN Monthly Mon UF#2		AA.3412.400.000	Union Fire Dept CE - Contracts	33.50		
	4/01/2025	0352764-IN qtrly fire alarm		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	100.50		
<b>Mahoneynotify-Plus, Inc. Total</b>						<u>801.50</u>		
<b>Mangino Chevrolet, Inc</b>	3/20/2025	114514 Chevy Tahoe- No Ac repair	10528	AA.3410.400.000	Fire Chiefs CE - Contracts	684.60		
<b>Mangino Chevrolet, Inc Total</b>						<u>684.60</u>		
<b>Marozzi, Gina</b>	3/01/2025	20250301 Winter Sled Feat- Reimb OOP expenses	10406	AA.7550.400.000	Celebrations CE	335.32		

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	4/07/2025	20250407 Easter celeb- supplies reimb		AA.7550.400.000	Celebrations CE	236.19		
	4/10/2025	20250410 Celebrations- Restaurant/dollar tree reimb.		AA.7550.400.000	Celebrations CE	542.09		
						<u>1,113.60</u>		
<u>Marozzi, Gina Total</u>			10523	HH.2706.000.101	Grants from Local Governments	15,217.45		
<u>Mazone Plumbing &amp; Heating Inc.</u>	3/10/2025	03102025 Cert for pymt #4		AA.1110.400.000	Justices CE	220.00		
			10426			<u>220.00</u>		
<u>Mazone Plumbing &amp; Heating Inc. Total</u>								
<u>Mcqueen, Lindy</u>	4/01/2025	20250401 Interpreter 3/17/25		AA.3411.400.000	E.M.L. Fire Dept CE - Contracts	257.35		
			10427			<u>257.35</u>		
<u>Mcqueen, Lindy Total</u>								
<u>MES Municipal Emergency Services</u>	3/31/2025	IN2229411 Cordless light EML		AA.8340.400.000	Transmission & Distribution - CE - Contr	633.00		
			10484			<u>633.00</u>		
<u>MES Municipal Emergency Services Total</u>								
<u>MGL Printing Solutions</u>	2/19/2025	213149 Water/Sewer Bills printing		LL.7410.400.000	Library CE - Contracts	23.24		
			10471			<u>23.24</u>		
<u>MGL Printing Solutions Total</u>								
<u>Midwest Tape</u>	3/17/2025	506895591 Dog man Video		LL.7410.400.000	Library CE - Contracts	79.47		
	4/07/2025	506995448 Movies- Mufasal/ Sonic x 2				<u>102.71</u>		
<u>Midwest Tape Total</u>								
<u>Mooradian Hydraulics</u>	1/30/2025	307849 Truck #3 & Truck # 8		AA.1640.400.000	Central Garage CE - Contracts	338.71		
			10487			<u>338.71</u>		
<u>Mooradian Hydraulics Total</u>								
<u>NAPA *Saratoga Auto Supply</u>	3/12/2025	106051 Lamp/Fuse/Gloves/Mirror head		AA.1640.400.000	Central Garage CE - Contracts	245.50		
	3/18/2025	107474 hydraulic fluid		AA.1640.400.000	Central Garage CE - Contracts	549.99		
	3/26/2025	109319 oil/brake fluid/blue def		AA.1640.400.000	Central Garage CE - Contracts	327.23		
	3/26/2025	109444 adapter trailer wire		AA.8340.400.000	Transmission & Distribution - CE - Contr	42.45		

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Run: 4/11/2025 at 12:54 PM

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	3/31/2025	110505 fluid filter/ spin on filter		AA.1640.400.000	Central Garage CE - Contracts	31.14		
	4/09/2025	112780 filters/ oil filter/ free all synow20		AA.1640.400.000	Central Garage CE - Contracts	158.49		
	4/09/2025	112919 Anti static fuel hose		AA.1640.400.000	Central Garage CE - Contracts	78.27		
						<u>1,433.07</u>		
<b><u>NAPA *Saratoga Auto Supply Total</u></b>								
<b>New York Rural Water Association,</b>			<b>10470</b>					
	4/01/2025	20250401 Membership Renewal		AA.8340.400.000	Transmission & Distribution - CE - Contr	475.00		
						<u>475.00</u>		
<b><u>New York Rural Water Association, Inc. Total</u></b>								
<b>Northway Communications, LLC</b>			<b>10439</b>					
	2/26/2025	53812 UF#2 Radio repair		AA.3412.400.000	Union Fire Dept CE - Contracts	138.00		
						<u>138.00</u>		
<b><u>Northway Communications, LLC Total</u></b>								
<b><u>O'REILLY AUTO PARTS</u></b>								
	1/28/2025	6706-114995 credit applied to account	<b>9108</b>	AA.1640.400.000	Central Garage CE - Contracts	-207.39		
	2/07/2025	6706-115782 1gal Antifiz		AA.1640.400.000	Central Garage CE - Contracts	35.28		
	2/19/2025	6706-116503 Starter fluid		AA.1640.400.000	Central Garage CE - Contracts	23.97		
	2/20/2025	6706-116573 3PC STP DRL		AA.1640.400.000	Central Garage CE - Contracts	21.99		
	2/25/2025	6706-116892 Pro- PA		AA.1640.400.000	Central Garage CE - Contracts	21.98		
	3/06/2025	6706-117510 Marker light/Pigtail		AA.1640.400.000	Central Garage CE - Contracts	9.65		
	3/10/2025	6706-117813 25ml Syringe		AA.1640.400.000	Central Garage CE - Contracts	10.49		
	3/10/2025	6706-117816 Credit to acct- from inv 6706-117813 exchg for different one		AA.1640.400.000	Central Garage CE - Contracts	-0.50		
						<u>-84.53</u>		
<b><u>O'REILLY AUTO PARTS Total</u></b>								
<b>Office of the State Comptroller,</b>			<b>10391</b>					
	3/26/2025	20250326 Feb 2025 Fees		AA.2610.000.000	Fines, Forfeits of Bail	1,399.00		
						<u>1,399.00</u>		
<b><u>Office of the State Comptroller, Justice Court Fund Total</u></b>								
<b>Otten, Raymond</b>			<b>10407</b>					
	2/28/2025	20250228 Winterfest sledding reimb.		AA.7550.400.000	Celebrations CE	43.96		

Run: 4/11/2025 at 12:54 PM

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	4/07/2025	20250407 Easter Hunt- reimb. supplies		AA.7550.400.000	Celebrations CE	308.70		
<b>Otten, Raymond Total</b>						<u>352.66</u>		
<b>Overhead Door Company of Albany</b>			10498					
	1/22/2025	87459 DPW Door repair		AA.1640.400.000	Central Garage CE - Contracts	2,780.00		
<b>Overhead Door Company of Albany Inc Total</b>						<u>2,780.00</u>		
<b>Pace Analytical Service, LLC</b>			10543					
	9/09/2024	245707470 water testing		AA.8340.400.000	Transmission & Distribution - CE - Contr	364.00		
	1/07/2025	2570096116 WATER TESTING		AA.8340.400.000	Transmission & Distribution - CE - Contr	103.00		
	1/22/2025	-2570088400 WATER TESTING		AA.8340.400.000	Transmission & Distribution - CE - Contr	142.00		
	3/06/2025	2570093751		AA.8340.400.000	Transmission & Distribution - CE - Contr	103.00		
	3/11/2025	2570094463 water testing		AA.8340.400.000	Transmission & Distribution - CE - Contr	103.00		
	3/25/2025	2570096116 Water testing		AA.8340.400.000	Transmission & Distribution - CE - Contr	142.00		
	4/08/2025	2570097672 water testing		AA.8340.400.000	Transmission & Distribution - CE - Contr	103.00		
<b>Pace Analytical Service, LLC Total</b>						<u>1,060.00</u>		
<b>Pallette Stone Corporation</b>			10437					
	3/15/2025	253162 Cold Mix 3/12/25		AA.5110.400.000	Street Administration CE - Contracts	409.50		
	4/05/2025	253356 concrete/short load		AA.5110.400.000	Street Administration CE - Contracts	1,021.00		
<b>Pallette Stone Corporation Total</b>						<u>1,430.50</u>		
<b>Patrol PC</b>			10389					
	11/05/2024	8278197 PD Via grant		AA.3389.000.000	State Aid Public Safety	42,978.56		
<b>Patrol PC Total</b>						<u>42,978.56</u>		
<b>Peter Scotto</b>			10458					
	4/14/2025	20250401 Overpayment Refund on UTL for 71 Rowland		AA.2140.000.000	Metered Water Sales	106.88		
<b>Peter Scotto Total</b>						<u>106.88</u>		

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Run: 4/11/2025 at 12:54 PM

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Pollard Water	3/25/2025	WW067663 Leak Det w/ Big Foot SNSR	10466	AA.8340.400.000	Transmission & Distribution - CE - Contr	3,257.36		
<b><u>Pollard Water Total</u></b>						<u>3,257.36</u>		
Roemer Wallens & Gold Mineaux	4/01/2025	20250501 May 2025	10443	AA.1210.400.000	Mayor CE	1,950.00		
<b><u>Roemer Wallens &amp; Gold Mineaux Total</u></b>						<u>1,950.00</u>		
Saratoga County Treasurer	4/02/2025	25-28 Planning & Economic Development conference 2025	10436	AA.3620.400.000	Safety Inspection CE	150.00		
	4/02/2025	25-28 Planning & Economic Development conference 2025		AA.1010.400.000	Board of Trustees CE	150.00		
	4/02/2025	25-28 Planning & Economic Development conference 2025		AA.8010.400.000	Zoning CE	225.00		
	4/02/2025	25-28 Planning & Economic Development conference 2025		AA.8020.400.000	Planning CE	450.00		
<b><u>Saratoga County Treasurer Total</u></b>						<u>975.00</u>		
Saratoga Hospital	4/01/2025	9787 Random testing	10533	AA.5110.400.000	Street Administration CE - Contracts	58.00		
<b><u>Saratoga Hospital Total</u></b>						<u>58.00</u>		
Schaeffer Mfg. Company	3/26/2025	BE1458-INV1 110 lb lined keg	10457	AA.1640.400.000	Central Garage CE - Contracts	633.60		
<b><u>Schaeffer Mfg. Company Total</u></b>						<u>633.60</u>		
Sherman, Tyler	4/01/2025	20250401 Clothing Reimb.	10409	AA.1640.400.000	Central Garage CE - Contracts	579.66		
<b><u>Sherman, Tyler Total</u></b>						<u>579.66</u>		
Southern Adirondack Library Sy	4/01/2025	7803 March JA fees	10455	LL.7410.406.000	Library CE - Other	951.84		
	4/07/2025	7841 Barcode labels		LL.7410.400.000	Library CE - Contracts	51.32		
<b><u>Southern Adirondack Library Sy Total</u></b>						<u>1,003.16</u>		





Run: 4/11/2025 at 12:54 PM

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<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>
Udig Ny, Inc	3/31/2025	25030797	10399	AA.8340.400.000	Transmission & Distribution - CE - Contr	49.00		
<b>Udig Ny, Inc Total</b>						<u>49.00</u>		
United Construction & Forestry	2/24/2025	10982320 Rear mirror	10486	AA.1640.400.000	Central Garage CE - Contracts	120.46		
<b>United Construction &amp; Forestry Total</b>						<u>120.46</u>		
W.B. Mason Co, Inc.	1/17/2025	251744065 Supplies- Library	10396	LL.7410.400.000	Library CE - Contracts	38.40		
	2/17/2025	252387111 Supplies- Library		LL.7410.400.000	Library CE - Contracts	66.48		
	3/14/2025	252966176 Supplies -Library		LL.7410.400.000	Library CE - Contracts	81.98		
	3/18/2025	253024934 VO- Water/ deposit		AA.1410.400.000	Village Clerk CE - Contracts	41.92		
<b>W.B. Mason Co, Inc. Total</b>						<u>228.78</u>		
Watkins Spring Co., Inc.	2/26/2025	22365 Spring	10502	AA.1640.400.000	Central Garage CE - Contracts	119.44		
<b>Watkins Spring Co., Inc. Total</b>						<u>119.44</u>		
White Cap	3/27/2025	50030714378 Safety fence steel post	10540	AA.7110.400.000	PARKS - Wiswell & Iron Spring CE - Contr	416.75		
<b>White Cap Total</b>						<u>416.75</u>		
Witmer Associates, Inc.	4/03/2025	INV658966 Mask decals	10431	AA.3412.400.000	Union Fire Dept CE - Contracts	75.02		
<b>Witmer Associates, Inc. Total</b>						<u>75.02</u>		
<b>Total for Voucher Type: Regular</b>						<b>400,682.94</b>		
<b>Total:</b>						<b>107,077.32</b>		
						<b>292.44</b>		
						<b>400,682.94</b>		
						<b>508,052.70</b>		

## COMMITTEE ON ZAC 3/24

Regarding the zoning timeline, I'd like to point out a few things.

First, the rushed schedule being implemented now—a schedule that would leave critical components out of the code, forcing them to be addressed through separate local laws based on the mayor's announcement last meeting—that rushed schedule was determined without any input from the zoning advisory committee. No deliberations were done publicly for public awareness. Aside from a handful of people saying "we need it done as quickly as possible", there is no urgency.

In fact, some of these people now seeking urgency, sought to slow the ZAC down initially. In November 2023 as the ZAC was beginning to meet regularly, these same people were saying that the ZAC needed at least 3 months to do background research, with at least one even suggesting we don't need a consultant at all.

The urgency we are being forced does not reflect the actual work and process of the past 16 months. For something as important as rezoning, we should not be implementing arbitrary deadlines that will rush this process, putting alignment with the village's vision from the comprehensive plan at risk.

The undermining of the ZAC is itself contributing to this manufactured urgency. On January 16th the ZAC—with quorum—agreed to use a google form that would simplify feedback submissions from the public. The chair reviewed the form on 2/1 and shared his approval. The form has been available in our drive since. This form is a simple way to submit and collect feedback as the form can be completely open to the public who would simply click a link and enter their information. The automated spreadsheet it populates can be filtered, allowing the ZAC to easily collate the feedback. This approach was supported by the entire ZAC and the consultant. Why remove a simple feedback process that a quorum approved and replace it with a manual task creating additional workload for village staff? How does that ensure efficient use of village resources?

When I asked why we aren't using this form, neither the mayor nor the chair responded. I'd like an answer tonight.

I would respectfully request  
that the Village Board and  
Mayor require these  
Boards & Commissions to  
promptly comply with the  
Law.

Ray J. Stephenson Mar. 24 2025

Pg 2

Manlynn Stephenson  
45 West High St.

## 2 Comments

March 10<sup>th</sup>

- Meeting minutes - my attachment was not included in its entirety; I'll chalk that up to the paperwork not connecting with the Village Clerk & so I'll resubmit it.

#1 - The dates of the ZAC meetings for 2025; The zoning Advisory Committee continues to meet.

#2 - The flyer for the Public Reasoning Workshop on April 3, 2025

It would be helpful if the Village could make the Clerk more accessible when the public has to interact at these meetings.

- Second Comment is on the Timeline for the proposed Zoning Code. In light of the changes made to the zoning map just one day after it was posted to the Village website & the delays in

getting the new Pink signs  
out for the Resource  
Workshop AND the  
Amount of ~~pages~~ Pages  
the Public must Review to  
get ready for the Workshop.  
The deadline of April 22nd  
is totally unreasonable  
to expect the Public to  
finish their review + submit  
Comments. Please extend  
the deadline to mid-May  
giving the Public more time

MARILYN STEPHENSON  
45 WEST HIGH ST.

I wanted to bring to your attention that currently at least the Planning Board & Zoning Board of Appeals and possibly the Historic District Commission are in violation of the NYS Open Meeting Law.

The Law reads: "if records that are scheduled to be discussed during an open meeting are available under FOIL or consist of a proposed resolution, law, rule, regulation, policy or any amendment thereto, the record is required to be made available "to the extent practicable" online, at least 24 hours before the meeting, and in response to a request to inspect or copy prior to or during the meeting."

Specifically, I am referring to the need to have draft minutes that are to be discussed & approved at the respective meeting to be available to the public at least 24 hours prior to the meeting.

## Village Clerk

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**From:** Keith Lewis <klewis@themorganagency.com>  
**Sent:** Monday, March 24, 2025 9:17 PM  
**To:** Village Clerk  
**Cc:** Trustee Raymond; Trustee Baskin; Trustee Price-Bush; Trustee Bernadette VanDeinse-Perez  
**Subject:** Public Statement Inclusion with Minutes

Please include my Public Statement with the 3/24/2025 Minutes

Keith Lewis  
38 E High St  
Ballston Spa, NY 12020

Addressing narratives with facts is essential for fostering well-informed village stakeholders and ensuring that discussions are grounded in reality. Facts provide a foundation for understanding truth. Factual information helps ensure that discussions are based on objective truths rather than misinformation.

When people have access to accurate information, they are better equipped to make informed decisions. This is particularly important in areas such as village public policy, where decisions can have significant consequences. But under your leadership, Frank, narratives are the norm while facts are regularly missing or completely ignored. We saw many examples tonight but another great example is the way you have attempted to eliminate the Zoning Advisory Committee and hijack zoning law while pretending to have the Village's best interests in mind.

The fact is, you did not have the best interests of our Village in mind, Frank, when you fought to force the residents to accept a Walmart Supercenter on the Village border, which would have had the potential to decimate our downtown and destroy our ability to drive anywhere.

The fact is, you and your family have used your political position to bypass Village and Town codes so that you can line your own pockets. When your family built two apartment buildings on Saratoga Avenue and the building inspectors refused to sign off on occupancy, your family said, "We aren't dividing the property into two lots the way anyone else would have been required to do." Instead, you demanded and received a variance, allowing you and your family profits that others would not ever receive.

The fact is, you and your family promised landscaping improvements that were written into the approval you received for your Mohican Hills development to make up for the disruptions you caused near Brookside Museum. However, you have not fulfilled those promises years later and refuse to make good on them.

Additionally, the fact is your family's for-profit Mohican Hills apartment complex is not paying the required water and sewage fees for complexes of 90 or more units, which the nonprofit DoubleDay Woods is paying. This subsidy has likely cost the Village over \$100,000 that could have been used for much-needed improvements to our infrastructure.

These are all facts that should concern anyone who cares about the Village. You, Frank, along with Board members Bernadette and Mary—who have both shown they will not stand up for laws by refusing to recognize two state laws surrounding the Village Organizational meeting—will no doubt refuse to listen to the community and instead pass legislation that is contrary to our wishes.



ENGINEERING • ARCHITECTURE • SURVEYING • PLANNING

February 19, 2025  
**VIA EMAIL & MAIL**

Mayor Frank Rossi, Jr.  
Village of Ballston Spa  
66 Front Street  
Ballston Spa, New York 12020

Re: **Communications Carrier Relocation**  
John Street Tank Rehabilitation  
Ballston Spa, New York

Dear Mayor Rossi:

As noted in our letter dated November 21, 2024, communications carriers indicated the desire to construct a monopole that will permanently remove equipment from the John Street tank. This approach will benefit the Village by avoiding potential damage from periodic maintenance and simplifying future tank rehabilitation projects. This approach will also benefit communications carriers since it will eliminate temporary equipment relocation costs for current and future repair projects.

Enclosed is a draft resolution for your revision intended to expedite negotiations and preparation of agreements for Board consideration. As noted in our November 2024 letter, agreements are needed before the project can advance and avoid unnecessary tank rehabilitation delays.

As always, please call our office with any questions.

Very truly yours,  
LABERGE GROUP

By: 

Donald C. Rhodes, P.E.  
Project Manager

DCR: cjb

C: Karla Buettner, Esq., Village Attorney (email only w/enc)

J:\2022033\CORRESPONDENCE\TRANSMIT DRAFT RESOLUTION 2-19-25.DOCX



## DRAFT RESOLUTION

At a Regular Meeting of the Village of Ballston Spa Board of Trustees, held on \_\_\_\_\_, 2025, the following resolution was made by \_\_\_\_\_ and was subsequently seconded by \_\_\_\_\_.

WHEREAS, space on the exterior of the John Street drinking water storage tank is leased to multiple communications carriers; and

WHEREAS, leases require carriers to be provided with access to the tank surface for routine maintenance and upgrades that could damage the tank coating, negatively impacting coating service life; and

WHEREAS, on September 7, 2016, Utility Services Group inspected the John Street Storage tank and recommended rehabilitation of the interior and exterior tank coatings; and

WHEREAS, the September 7, 2016 inspection report also identified that there were “areas where the paint was burned when cell antenna brackets were welded on which may have been painted over, but the coating did not last long and are starting to rust”; and

WHEREAS, lease terms and equipment relocation requirements have historically complicated and caused tank coating maintenance to be deferred; and

WHEREAS, on February 5, 2024, the Village of Ballston Spa received bids for John Street Tank Rehabilitation and subsequently awarded the construction contract to USG Water Solutions with a deductible alternative that would construct a communications corral above the tank surface to simplify future recoating efforts; and

WHEREAS, communications carriers were notified of the planned rehabilitation project, and carriers were provided with an option to share in the cost of a communications corral to simplify future tank maintenance efforts; and

WHEREAS, meetings held with carriers during November and December 2024 indicated support for the construction of a permanent monopole at the John Street tank site that would allow all communications equipment to be permanently removed from the tank; and

WHEREAS, the carriers estimate that the cost to construct the monopole would be less than the estimated \$156,780 cost to install a communications corral on the John Street tank; and

WHEREAS, the cost for temporary equipment relocation may be equivalent to the cost of constructing a new monopole; and

WHEREAS, the monopole option would require carriers to relocate equipment once, eliminating considerable costs associated with temporary equipment relocation for the current rehabilitation project and future repair projects; and

WHEREAS, the monopole will allow carriers to improve service to the residents of the Village and surrounding areas; and

NOW, THEREFORE, BE IT RESOLVED, the Village of Ballston Spa Board of Trustees hereby determines that the leased areas of the tank are needed for water supply purposes and require the removal of communications equipment from the John Street storage tank to allow exterior tank coating to commence on March 1, 2026.

BE IT FURTHER RESOLVED, the Board of Trustees authorizes the Mayor to notify leaseholders that:

- (1) The Village has determined that leased areas on the tank are needed for water system purposes, requiring all communications equipment to be removed by March 1, 2026.
- (2) The Village intends to work with one or more carriers to construct a permanent monopole at the storage tank parcel to eliminate costs associated with temporary relocation and allow carrier equipment to be relocated to a new structure independent of the storage tank.
- (3) The Village will take ownership of and assist with permitting for a new monopole to be constructed by one or more carriers.
- (4) The Village will provide time for monopole permitting and construction by authorizing a change order to extend the construction schedule for exterior tank coating to commence on May 1, 2026.
- (5) All costs associated with monopole construction and the estimated \$42,373 cost for deferred exterior tank coating shall be paid by one or more carriers.
- (6) Current leases will be revised by addendum to recover additional construction costs.
- (7) Expired leases will be renegotiated to recover additional construction costs and current market lease rates.

The Board Members Present were:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STATE OF NEW YORK            )  
COUNTY OF SARATOGA        ) ss:  
VILLAGE OF BALLSTON SPA )

I, Terri L. O'Connor, do hereby verify that the foregoing is a true copy of a resolution unanimously adopted by the Board of Trustees of the Village of Ballston Spa, Saratoga County, New York, on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Terri L. O'Connor, Village Clerk

S E A L

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>				
Name of Action or Project: Adoption of Local Law 3 of 2025				
Project Location (describe, and attach a location map): Village of Ballston Spa				
Brief Description of Proposed Action: The adoption of Local Law 3 of 2025 allows the Village of Ballston Spa the authority to override the tax cap for the 2025-2026 fiscal year.				
Name of Applicant or Sponsor: Ballston Spa Board of Trustees		Telephone: 518-885-5711 E-Mail: villageclerk@villageofballstonspa.org		
Address: 66 Front Street				
City/PO: Ballston Spa		State: NY	Zip Code: 12020	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, are adjoining or near the proposed action:				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):				
<input type="checkbox"/> Parkland				

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: <u>Frank Rossi, II</u>		Date: <u>March 24, 2025</u>
Signature: _____		Title: <u>Mayor</u>

Project:

Date:

## Short Environmental Assessment Form Part 2 - Impact Assessment

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

### **Short Environmental Assessment Form Part 3 Determination of Significance**

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

The Board of Trustees of the Village of Ballston Spa has taken a hard look at the environmental impacts which may occur as a result of the adoption of Local Law 3 of 2025 and has determined that the adoption will result in no significant environmental impact. The action will further have no adverse impacts on the public health or facilities. Further, the adoption of the law is a reasonable exercise of government authority. The purpose of the law is to allow the Village Board of Trustees the authority to adopt a budget which overrides the tax cap for the 2025-2026 fiscal year.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
Board of Trustees <div style="text-align: center; border-bottom: 1px solid black;">Name of Lead Agency</div>	April 14, 2025 <div style="text-align: center; border-bottom: 1px solid black;">Date</div>
Frank Rossi, II <div style="text-align: center; border-bottom: 1px solid black;">Print or Type Name of Responsible Officer in Lead Agency</div>	Mayor <div style="text-align: center; border-bottom: 1px solid black;">Title of Responsible Officer</div>
<div style="border-bottom: 1px solid black;">Signature of Responsible Officer in Lead Agency</div>	<div style="border-bottom: 1px solid black;">Signature of Preparer (if different from Responsible Officer)</div>

**PRINT FORM**

**LOCAL LAW 3 OF 2025**

**A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN  
GENERAL MUNICIPAL LAW 3-C**

BE IT ENACTED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF BALLSTON SPA  
AS FOLLOWS:

Section 1. Legislative Intent.

It is the intend of this local law to override the limit on the amount of real property taxes that may be levied by the Village of Ballston Spa pursuant to General Municipal Law §3-C, and to allow the Village of Ballston Spa to adopt a budget for the fiscal year 2025-2026 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-C.

Section 2. Authority.

This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-C, which expressly authorizes the Village Board of Trustees to override the tax cap by the adoption of a local law approved by vote of sixty percent (60%) of the Village Board.

Section 3. Tax Levy Limit Override

The Board of Trustees of the Village of Ballston Spa, County of Saratoga, is hereby authorized to adopt a budget for the fiscal year 2025-2026 that requires a real property tax levy in excess of the amount otherwise proscribed in General Municipal Law §3-C.

Section 4. Severability.

If, for any reason, any word, clause, paragraph or section of this law shall be held to make the same unconstitutional, this law shall not be hereby invalidated and the remainder of this law shall continue in effect.

Section 5. Effective Date.

This local law shall take effect immediately upon filing with the Secretary of State.



**VILLAGE OF BALLSTON SPA  
NOTICE OF ADOPTION**

NOTICE IS HEREBY GIVEN, by the Board of Trustees of the Village of Ballston Spa, that a public hearing was held on April 14, 2025, and on that same date the Board of Trustees adopted Local Law No. 3 of 2025, which allows the Village of Ballston Spa to adopt a budget for the fiscal year 2025-2026 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-C.

A copy of Local Law No. 3 of 2025 can be obtained at Village Hall and on the Village's website.

Dated:

Teri O'Connor  
Village Clerk

April 14, 2025

**RESOLUTION  
BOARD OF TRUSTEES  
VILLAGE OF BALLSTON SPA**

SUBJECT: ADOPTION OF LOCAL LAW 3 OF 2025- A LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW 3-C WITHIN THE VILLAGE OF BALLSTON SPA

WHEREAS, the Board of Trustees of the Village of Ballston Spa (“Board”) is considering the adoption of Local Law No. 3 of 2025, which would, if adopted, would create a law to override the tax levy limit established in General Municipal Law §3-c within the Village of Ballston Spa;

WHEREAS, the Board finds that the adoption of Local Law No. 3 of 2025 is a necessary and proper exercise of authority by the Board; and

WHEREAS, pursuant to Section 20 of the Municipal Home Rule Law, a public hearing on the proposed adoption of Local Law 3 of 2025 was duly conducted on April 14, 2025 at 7:00 p.m. at the Village Hall; and

WHEREAS, the Board has considered the public comments made at the public hearing; and

WHEREAS, the Board, serving as lead agency for this Unlisted action under SEQRA, reviewed a short environmental assessment form and determined that the action does not present any adverse environmental impacts; and

WHEREAS, after thorough review and deliberation, the Board proposes to adopt Local Law No. 3 of 2025; and

WHEREAS, the Attorney for the Village has prepared the necessary documents for filing this local law with the Secretary of State including the text of the law itself.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby adopts Local Law No. 3 of 2025, annexed hereto; and

BE IT FURTHER RESOLVED, that the Board adopts and authorizes the filing of a negative declaration; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Village Clerk and the Attorney for the Village to make such minor modifications to the local law documents as they

deem necessary and thereafter are directed to execute and file the said documents as required by law and to take all of the necessary actions for the promulgation thereof.

MOTION:

SECOND:

I hereby certify that this Resolution was duly adopted by the Board of Trustees of the Village of Ballston Spa at a regular meeting of the Board of Trustees conducted on April 14, 2025.

By: \_\_\_\_\_  
Teri L. O'Connor, Clerk  
Village of Ballston Spa

839667

April 14, 2025

**RESOLUTION  
BOARD OF TRUSTEES  
VILLAGE OF BALLSTON SPA**

SUBJECT: ADOPTION OF LOCAL LAW 3 OF 2025- A LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW 3-C WITHIN THE VILLAGE OF BALLSTON SPA

WHEREAS, the Board of Trustees of the Village of Ballston Spa (“Board”) is considering the adoption of Local Law No. 3 of 2025, which would, if adopted, would create a law to override the tax levy limit established in General Municipal Law §3-c within the Village of Ballston Spa;

WHEREAS, the Board finds that the adoption of Local Law No. 3 of 2025 is a necessary and proper exercise of authority by the Board; and

WHEREAS, pursuant to Section 20 of the Municipal Home Rule Law, a public hearing on the proposed adoption of Local Law 3 of 2025 was duly conducted on April 14, 2025 at 7:00 p.m. at the Village Hall; and

WHEREAS, the Board has considered the public comments made at the public hearing; and

WHEREAS, the Board, serving as lead agency for this Unlisted action under SEQRA, reviewed a short environmental assessment form and determined that the action does not present any adverse environmental impacts; and

WHEREAS, after thorough review and deliberation, the Board proposes to adopt Local Law No. 3 of 2025; and

WHEREAS, the Attorney for the Village has prepared the necessary documents for filing this local law with the Secretary of State including the text of the law itself.

NOW THEREFORE, BE IT RESOLVED, that the Board hereby adopts Local Law No. 3 of 2025, annexed hereto; and

BE IT FURTHER RESOLVED, that the Board adopts and authorizes the filing of a negative declaration; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Village Clerk and the Attorney for the Village to make such minor modifications to the local law documents as they

deem necessary and thereafter are directed to execute and file the said documents as required by law and to take all of the necessary actions for the promulgation thereof.

MOTION:

SECOND:

I hereby certify that this Resolution was duly adopted by the Board of Trustees of the Village of Ballston Spa at a regular meeting of the Board of Trustees conducted on April 14, 2025.

By: \_\_\_\_\_  
Teri L. O'Connor, Clerk  
Village of Ballston Spa

839667

**VILLAGE OF BALLSTON SPA  
NOTICE OF PUBLIC HEARING TO  
CONSIDER ADOPTION OF LOCAL LAW**

NOTICE IS HEREBY GIVEN, pursuant to Section 20 of the Municipal Home Rule Law that a public hearing will be held by the Village of Ballston Spa Board of Trustees on April 14, 2025, at 7 p.m. at Village Hall, located at 66 Front Street, Ballston Spa, New York for the purpose of considering the approval of Local Law No. 3 of 2025. Local Law No. 3 of 2025, as proposed, overrides the limit on the amount of real property taxes that may be levied by the Village of Ballston Spa to allow the Village to adopt a budget for village purposes for fiscal year 2025-2026 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law Section 3-c.

A copy of proposed Local Law No. 3 of 2025 can be obtained at the Village Hall.

Dated: March \_\_\_\_, 2025

Teri L. O'Connor  
Village Clerk  
Village of Ballston Spa

839665

**VILLAGE OF  
BALLSTON SPA  
NOTICE OF  
PUBLIC HEARING TO  
CONSIDER ADOPTION  
OF LOCAL LAW**

**NOTICE IS HEREBY GIVEN**, pursuant to Section 20 of the Municipal Home Rule Law that a public hearing will be held by the Village of Ballston Spa Board of Trustees on April 14, 2025, at 7 p.m. at Village Hall, located at 66 Front Street, Ballston Spa, New York for the purpose of considering the approval of Local Law No. 3 of 2025. Local Law No. 3 of 2025, as proposed, overrides the limit on the amount of real property taxes that may be levied by the Village of Ballston Spa to allow the Village to adopt a budget for village purposes for fiscal year 2025-2026 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law Section 3-c. A copy of proposed Local Law No. 3 of 2025 can be obtained at the Village Hall.

Dated: March 25th, 2025

Teri L. O'Connor  
Village Clerk  
Village of Ballston Spa  
4/5 25770

# Village of Ballston Spa

Saratoga County Seat  
66 FRONT STREET

*Ballston Spa, NY 12020*

Phone: 518-885-5711

Fax: 518-670-2807

## FY2026 Tentative Budget Executive Summary

After spending two years evaluating the performance of our existing budgeting process and reviewing our major needs throughout our Village functions, assets, and buildings, I am proud to put forth the Fiscal Year 2025-2026 ("FY26") Village of Ballston Spa Tentative Budget, which focuses on capital planning, public safety, infrastructure advances, and enhancement of a quality of life that makes our Village of Friends special in the area:

- About \$12.5 million in capital planning (and the funding approach associated with it) is incorporated into this budget, affecting our buildings, sidewalks, parks, pool, firetrucks, and water system;
- It is a fully balanced budget that would raise taxes two percent beyond the State's property tax cap, but which remains *well* below the rate of property value growth being experienced in both the Towns of Milton and Ballston;
- Most salaries and wages for Village staff members, except those for Trustees, the Mayor, and the Police Department (due to the expiration of their contract which will be renegotiated soon) reflect increases by at least 2.5%;
- Funding for the completion of Wiswall Park enhancements, business promotion, arts, community events, additional "Your Speed" signs, and needed vehicles for our Police, Fire Department, and DPW are centerpieces of this FY26 Tentative Budget;
- Water and sewer rates are scheduled for an increase of 6.5% -- 3.25% beyond anticipated inflation -- as we continue to build our sewer fund balance after years of it lagging and we use a water tower reserve account to pay for major renovations on our water towers and their maintenance for the next 30 years;
- Some projects which were budgeted for but not completed in FY25 are reflected in FY26 alongside a rolling over of the budget allocation from 2025 that will end up in our A Fund's Fund Balance to avoid double-taxation for such projects;
- Funding by the Village for both local youth and seniors' programs continues at levels not previously seen prior to my time as Mayor; and
- The Village remains committed to assisting the Ballston Spa Public Library as plans continue to progress for major renovations and fundraising over the next years and is proud to provide additional support through the capital planning approach described below.

### TAX LEVY CHANGES

This year, with the variation being seen in equalization rates between the Towns of Milton and Ballston, we encountered a wide variation in the tax rate movements between the property owners at each end of the Village. Specifically, if we had used the New York State property tax cap limits this year, the Village's Town of Milton property owners (based on the 63.00% Milton equalization rate) would have seen about a 2.45% increase in taxes, while the Village's Town of



We continue to seek grant opportunities and are hoping for an increase to CHIPS funding for road paving in New York State's Budget this year. For now, we have used last year's figures for our CHIPS lines until more is known.

Finally, with respect to the Fire Department's lines, we have worked closely with our Fire Chiefs to ensure we have proper funding to help pay for the incoming Pumper Truck ordered in late 2022 and the upcoming Ladder (Aerial) Truck that will likely take three years for delivery (estimated in 2028). These two trucks total about \$3.5 million, and thanks to a large increase by the Town of Ballston in fire protection revenues (a 12% jump to about \$1.12 per \$1,000 of protected assessed value), we were able to formulate strategies to ensure the Village could provide sufficient funding to make these crucial trucks a reality. We continue to work with the Town of Milton following their increase of about 1% in rate (to about \$0.97 per \$1,000 of protected assessed value), to ensure there is proper equity in fire protection support by the three municipalities that rely on the BSFD for primary protection. We have requested that the Town of Milton provide sufficient funding to both help cover inflation related to normal operations and to allow the Village to finally offer our volunteer firefighters a Length of Service Award Program ("LOSAP") to encourage enrollment, participation, and longevity in the BSFD – a LOSAP comparable to the one that has been funded entirely by the Town of Milton for the Rock City Falls Fire District. We look forward to finally coming to a longer-term resolution with the Towns for fire protection to ensure these revenues can be more easily budgeted annually without constant concerns.

I will close this section by including that the following amounts would be rolled from the A Fund's fund balance into the revenue line for the FY26 Tentative Budget: 1) Pool Floor Rollover of \$25,000; 2) Sidewalk Rollover of \$65,000; 3) Events Rollover of \$5,000; 4) Parks Rollover of \$47,500 (from the Woods Hollow sale for Wiswall Park renovations); and 5) Village Hall Renovations of \$50,000. In addition, \$17,500 is being moved from the fund balance to cover the needs by moving storm sewer lines to the A Fund, and \$52,500 is being moved from the fund balance to ease the Village into the policy of guaranteeing \$105,000 or more per year for the Fire Department, whether used for building improvements or not. This totals \$262,500 of fund balance commitment to the A Fund budget, which is half of what was proposed in FY25.

## SPENDING HIGHLIGHTS

During the Budget process, we again worked with our departments to spot overspending that may have occurred in FY25 to ensure we have better projections for FY26 or, if possible, to restrain spending moving forward. We again used the following principles to guide these discussions: 1) identifying over-spending or under-spending as of 1/31/2025; 2) discussing extra funding needed to cover issues like inflation causing premature exhaustion of budget funds; and 3) consideration of potential one-time spending needs either still to come at the end of FY25 or planned for FY26. This again is why projections do not always reflect just 50 percent more than the 1/31/2025 actual numbers.

As I flagged in FY25, we continue to see large increases in retirement benefit costs (due to much higher rates) and State mandates (such as new stormwater management reporting and monitoring requirements). Those costs continue to far outpace the likely tax cap rates over the next few years. The fact that the Tentative Budget was balanced without unusual fund balance usage and prior to the capital planning proposal was no small feat, but savings in other categories helped offset these increases for the upcoming year. As I stated verbatim in 2025, "The Board needs to recognize that benefit expenses and unfunded mandates are creating huge hurdles for most New York municipalities, and Ballston Spa is not immune to these challenges."

We also are on the verge of entering negotiations with our Police Union. Like last year with our DPW (Teamsters) negotiations pending, budgeting for a large unknown payroll effect is a challenge. Again, as I stated last year, "I am hopeful that we might have more clarity over the next few weeks about where these negotiations are heading, but obviously we may need to cut funding from certain programs or risk our General Fund's Fund Balance if we have larger exposure than what we can afford to spend."

With minimum wage again increasing on January 1, 2025, minimum wage effects created by State law continue to force us to make changes to many of our pay rates, but overall, all salaries and hourly wages were increased by at least 2.5%, with the exception of the Board of Trustees and the Mayor. The increases were larger for Court staff, Library staff, our

Crossing Guards, and a couple other isolated cases due to what department heads and I felt were improper rates when comparing the realities of job descriptions, comparable positions outside the Village, and/or minimum wage effects. For the third year, I am again proposing no pay raise for the Mayor or the Board of Trustees, as we need to show by example that we are more concerned about funding community-based programs than we are about our own minor raises.

The Village's Culture & Recreation budget section reflects a robust amount of growth as momentum continues for community and outdoor activities for youth, seniors, and everyone in between. Due to the continued generosity of our community, we were able to budget a little less this year for events without sacrificing any events. Again, our Committee on the Arts has worked to potentially secure several Saratoga Arts grants for this calendar year – we are encouraged that we will be able to continue providing more concerts and arts programs in FY26.

Wiswall Park renovations will be completed before the end of FY26, with a Fall 2025 resumption of work following a pause around June 1, 2025, of Phase 1. This work will continue to be funded by the Woods Hollow sale, as legislation approved by the State requires us to reinvest those proceeds into our parks. We will also be repaving the Kelley Park parking lot this year and will begin planning for both Kelley and Iron Spring Park (discussed further below).

This year's Tentative Budget also focuses squarely on safety, with \$25,000 earmarked in the Police Contractual line for seven or eight "Your Speed" signs – by popular demand, we want to place these on more streets to help curb the dangerous speeding residents frequently bring to our attention. We will likely place two around Malta Avenue Elementary School along with potential school zone speed cameras in the future. In addition, \$10,000 is also earmarked in the Police Contractual line for our share of a \$100,000 study to be performed related to a potential Village-wide drop in speed limit from 30 to 25 miles per hour. The Capital Region Transportation Council approved our UPWP grant application for \$90,000 in funding toward this work, which will take place over the next 20 months. We continue to try to balance the desire to keep Village streets friendly while focusing on safety measures that will not modify the streets in ways that many people would object to in various zones. With the overall success of the stop signs on Hyde Blvd. for pedestrian safety in that area, we are encouraged that we can help continue subtle safety measures to protect everyone in our Village.

## **SIDEWALKS**

In FY25, the Village finally made a modification to sidewalk repair/replacement/installation reimbursement rates, offering 50% of the cost back to property owners who voluntarily comply, up to \$4,000 per property. This was part one of a two-part approach I proposed in 2023, and we continue to place adequate funding in sidewalk expense lines to ensure we are prepared for an influx of reimbursements. However, in order to show compliance with our Village's ADA plan from 2024, we need tools to help us encourage sidewalk repairs/replacements/installation on streets with sidewalks for those who can't afford the other 50% before we endeavor to pave streets each year (we have an 11-year plan for paving all streets). That tool is a revolving loan program that the Village would fund and place on a taxpayer's property tax bill each year for 10-12 years with reasonable interest applied annually. This program is similar to those seen in Cortland and Watervliet, and it ensures that the hefty cost of sidewalk replacement, which remains the adjacent property-owner's responsibility, is not debilitating fiscally for those who are on fixed or low incomes. See more on this topic below in the Capital Planning section.

## **CAPITAL PLANNING**

After analyzing the Village's needs for building repairs/replacement, infrastructure concerns, fire truck needs, and issues that are continuously raised by residents over the last year with the help of our consultants, such as LaBella Engineering, Studio A Architects, Laberge Engineering, Vander Molen Fire, and others, it is clear that we need to begin planning for a three-year approach to help address several of the needs of our Village. In order to determine a fiscally plausible way of handling this, we have discussed the potential of a \$12.5 million capital plan with our accountants at Local Government Support Services and our financial advisor at Fiscal Advisors & Marketing, Inc. – with use of bond anticipation notes and eventual long-term debt, the Village is in a position to use respectful annual property tax increases of 2 to 2.5% per year for 5 to 6 years to afford all of the items.

To show this, here is the breakdown of anticipated costs and mechanisms to pay for them:

Total Capital Plan (See Items Below):	\$12,500,000
Fund Balance Usage:	2,500,000
Water Tower Money from Rates:	1,750,000
Truck Debt Reserve by Village & BSFD:	3,500,000
Sidewalk Loan Pool from Fund Bal.:	- 500,000
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Remaining Needs:	\$ 4,250,000

We are told frequently that the New York State Comptroller is not in favor of municipalities maintaining fund balances of a large percentage compared to their annual budgets. As a result, our over \$5 million fund balance can be utilized partially to help offset the need for long-term debt. In addition, we have already crafted a 30-year plan using water rates to revitalize and maintain our three water towers. Our work with the Fire Department and the Town of Ballston will help the Village cover the excess debt needed to pay for these expensive trucks. Finally, the Sidewalk Loan Pool would always be a receivable for the Village via tax bills, with interest being paid to help fortify the funding and cover administrative expenses.

That leaves about \$4,250,000 of needed money to cover the remainder of the capital plan needs. In a worst-case scenario, the Village would have to achieve this funding through property taxes over likely 25 years (up to 30 years potentially). At 4.25% interest annually, payments at 25 years would be \$276,240 per year – which would be achieved over six years of 2 to 2.5% tax increases that would be placed in a capital reserve fund like this year’s proposed \$40,866. Yet, the Village has access potentially to several grants (such as a recently announced NYS Park grant that I asked our Park & Tree Board and Studio A to work on for Kelley Park and Iron Spring Park upgrades). We also may have a less-expensive Court renovation if we perform a sale/leaseback of 30 Bath Street. In other words, the Village will do everything possible to help lower the “Remaining Needs” by seeking grant assistance, legislative assistance, and using smart fiscal devices to reduce taxpayer exposure. Finally, redevelopment of one or all of the Village’s current major “blight” sites (the former Angelica, Maplewood Manor, and Rickett’s sites) would help provide additional tax base that would offset potential tax rate increases.

Here is a list of the projects contemplated in the \$12.5 million capital plan described above:

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\$4,000,000 DPW

Anticipated Timeframe: Spring 2026 to Spring 2027

We anticipate the building to cost about \$3.5 million to replace, plus another \$500,000 to demolish the existing structure. There may be a need to pay rent for the use of another facility -- however, we will determine that with our Town partners in terms of how we will proceed. The plan is to use \$1.5 million of Fund Balance to reduce the loan size related to this, especially since this is likely to be one of the first major projects we proceed with.

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\$3,500,000 Fire Trucks

Anticipated Timeframe: Summer 2025 and Summer 2028

Our Ballston Spa Fire Department has been dealing with major repair costs over the past few years due to the outdated nature of some current trucks, including a Pumper Truck and our Ladder (Aerial) Truck. The Pumper Truck is on order

and will be paid for through a USDA loan (about \$935,000) -- it is scheduled to be delivered this Summer. However, the ladder truck will cost approximately \$2.6 million and will likely need a three-year lead time for delivery. The good news is that the Village is working with the Fire Department directly to ensure the Village is providing sufficient funding, along with the Town of Ballston, for additional debt service that might be needed. We are still working with the Town of Milton to ensure they can assist in other areas to ensure the BSFD's budget for day-to-day operations remains intact and a potential retirement fund can become a reality. We are already ensuring that there will be money for payments of the ladder truck available to provide extra protection, and the Village is working to guarantee the Fire Department \$105,000 annually (increased by inflation) for building improvements and truck reserves (for any portion not spent on building improvements).

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\$1,750,000 John St. Tower plus Two Other Water Tower Renovations

Anticipated Timeframe: John St. Interior, April & May 2025; Exterior, Fall 2025 or Spring 2026; Rowland St. & Colonial Hills Towers, 2026 to 2027

Over the next two years, we will be ensuring our three water towers will be operational for years to come, starting with the renovation of the John St. Tower. That tower will cost over \$1,000,000 alone for renovations to be done in two phases to enable us to install a 180-foot-tall monopole to house the cellular equipment currently on the tower. Once the John St. Tower interior and then exterior renovations are complete, we will work to resurface the interiors of the Colonial Hills and Rowland Street Towers. The funding for this work is part of the 30-year maintenance plan put together last year, in which water rates will increase beyond inflation to create reserve funds for debt related to the renovations and maintenance plans for the three towers. A request to increase water and sewer rates by 6.5% will coincide with this year's budget (3.25% in excess of expected inflation). Such increases in excess of expected inflation will cease if/when the Mill Town Centre project comes online with the Village as the water provider for those 500+ residential units.

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\$1,000,000 Sidewalk Loan Pool/Reimbursement

Anticipated Timeframe: Five Years (April 2026 to March 2031)

As part of the plan to utilize the Village's 11-year paving schedule to work with property owners to repair deteriorated sidewalks or install sidewalks in neighborhoods that have them, we need to make sure we have the financial resources in place to provide the 50% reimbursements we approved in 2024, and to be able to offer the other 50% as revolving loans that would be placed on residents' tax bills (with a reasonable interest rate over 10-12 years). This would be in addition to any benefits received from Congressman Tonko's advocacy for the Village and the CHPE potential community benefit for Hyde Blvd. and East High St. As an example of the potential needs, assuming 30% of existing sidewalks on most streets (on average) are in need of replacement/major repairs, we estimate that we will pave about 2.3 miles of Village streets in 2026. However, some of those streets do not have existing sidewalks. In doing the math, about 3,250 linear feet, or about 16,250 square feet of sidewalk would need to be repaired/replaced/installed. We estimate the reimbursement to be about \$121,875 and the potential loan needs to be about \$100,000. The Village will reflect about \$150,000 in the Fiscal Year 2026 budget, some of which may roll over into next year. As such, the actual unbudgeted need is likely closer to \$850,000, with the loan pool being a piece of the Fund Balance (about \$400,000 anticipated in the first five years).

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\$750,000 Village Hall

Anticipated Timeframe: Multiple Phases (Summer 2025, Likely Through Fall 2027)

There are several phases of renovations needed at our Village Office building at 66 Front Street. Over this Summer, we are planning to get the retaining wall repairs and underground vault infill projects done. In addition, we are attempting to get the exterior visible walls repainted over the next year. We are looking to renovate the first floor to take better advantage of space needs in the heart of our executive operations center. Finally, we will endeavor to make the upper floors operational again -- this will require an ADA plan (addition of an elevator, for instance) to become a reality. The first phases are already budgeted in the Fiscal Year 2025 and 2026 budgets (about \$100,000 anticipated). The additional work could vary and would require either grants or loans.

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#### \$500,000 Court

Anticipated Timeframe: Fall 2025 to Spring 2026

Renovations of the entire first floor of 30 Bath St. will be costly. The intent is to convert the floor to a dual courtroom and meeting space, with technology for both being pre-installed. The former Police Department space would be converted into, among other things, Court offices and Jury Room. The floor would be made ADA compliant, including the public bathroom. A sale/leaseback approach is being considered to potentially lower the potential cost of the project. Rent may be necessary for the interim period while the Court and Clerks would need to relocate during reconstruction.

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#### \$500,000 Library Construction Costs (Future Phase Funds)

Anticipated Timeframe: Fall 2025 to Spring 2028

Phase 1A of our Village Library is well on its way to being completed, adding a great reading room/conference room and much more to the Library. However, there are additional phases upcoming, including some major attic work that will be prioritized. While our Library Board and the Friends of the Library have done an astoundingly great job at fundraising and at obtaining grants, some of both of those components may dry up moving forward. We are ensuring that with this funding (alongside continued fundraising and potential grants) that the Library can continue their renovations to ensure better ADA compliance and overall functioning.

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#### \$375,000 Kelley Park and Iron Spring Park

Anticipated Timeframe: Spring 2026 to Fall 2027

After we complete Wiswall Park's major renovations, funded by the sale of Woods Hollow, we will need to turn our attention to two other popular Village parks. In Iron Spring Park, we need to focus on safety near the creek and preserving the Iron Spring building and fountain area. In Kelley Park, we need to update the existing playground and work on updating the pavilion area. In addition, we will add panic buttons throughout Kelley Park due to the lack of visibility it often has. Finally, we will focus on better lighting and pathways throughout Kelley Park to enhance both usefulness and safety of the Park. We have received several suggestions for other features in both parks, and we would like to work on some of these.

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#### \$125,000 Pool Surface

Anticipated Timeframe: Fall 2026

For several years, the surface of the Village Pool has been in dire need of full resurfacing. We are reflecting about \$37,500 in the Fiscal Year 2026 budget for this, \$25,000 of which has rolled over from prior years. However, in the interest of ensuring the cost of the project is scaled properly, the anticipation is to perform a full resurfacing in the Fall of 2026. While we are asking both the Towns to assist us with funding related to this, this project needs to be performed somewhat soon -- it could move to Fall 2025 if funding is located or if we can't avoid performing the work beyond this year.

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Again, the intent will be to finish most of these projects within the next three years to show our community tangible results from the tax dollars that would be involved in these projects. We know that nobody likes to pay additional taxes, but it is clear from the above list that the breadth of projects involved touch the lives of virtually every taxpayer in our Village. These are the projects residents raise frequently, and it is time to undertake them for the betterment of our Village as soon as possible.

## **CONCLUSION**

Our fiscal health after a majority of Fiscal Year 2025 being completed remains strong, but we are well aware of economic headwinds that could present challenges, many of which are described above. Yet, with the interest rate environment again becoming somewhat more favorable, we need to take the opportunity to ensure we have our area's safety, functionality, reputation, and visual appeal completely within our focus and rectify areas which we have long struggled to improve.

Thanks to especially the moves taken at the end of Mayor Romano's time as Mayor and the fiscal conservatism employed by Mayor Woolbright after him, we are in a position to attack these important projects in a manner that would be respectful of the challenges our area taxpayers already face. The fact remains that property value growth has far-exceeded tax increases in this decade in our Village, and that is a trend that will likely continue for most of the decade. With a combination of overall budget conservatism and hard work to secure additional funding from multiple new sources, we are in a tremendous position to ensure Ballston Spa will continue to improve and thrive – and the Tentative Budget sets the stage for this important moment faced by our Village. Thank you.

- Mayor Frank S. Rossi, II

April 8, 2025

Village of Ballston Spa  
66 Front Street  
Ballston Spa, NY 12020

Attn: Mayor - Frank S. Rossi, JR

Via email: mayor@ballstonspa.gov

*Re: Proposal for Landscape Architectural Design Services – Iron Spring Park and Kelley Park Master Plans,  
Village of Ballston Spa, NY*

Dear Mr. Rossi:

Thank you for requesting Studio A Landscape Architecture & Engineering, D.P.C (Studio A) to assist the Village of Ballston Spa in preparing Master Plans for the re-development of Iron Spring Park and Kelley Park.

We understand that the Village Park and Tree Board have identified certain specific needs for each of the parks that are to be included in the plans. In addition, Studio A will take an objective look at each park and suggest additional items that the Village may want to include in the Long Range Master Plans for each.

Specific items discussed with Caitlin Parwana, Chairperson of the Park and Tree Board at our April 2 site visit include the following:

**Iron Spring Park:**

- Update and renovate fencing along creek as necessary,
- Repair/renovate Iron Spring Fountain, and
- Repair/renovate gazebo.

**Kelley Park:**

- Add park rules/regulations sign,
- Replace picnic tables in pavilion (that do not encourage lounging),
- Add “panic buttons” (blue lights),
- Improve overall park lighting,
- Upgrade and/or renovate existing playscape to conform to current safety requirements,
- Add walking path along creek with “fishing overlooks”,

- Repair/renovate dog park fencing, and
- Upgrade picnic pavilion if necessary.

The master plans should consider the above, however, not be limited to analyzing and suggesting other improvements which may be beneficial to the Village.

Our proposal which follows, includes a discussion of our Scope of Services, Schedule, and Fees. Again, thank you for requesting Studio A to submit a proposal to assist you in preparing the Master Plans for Iron Spring Park and Kelley Park. We look forward to working with you.



**PROPOSAL FOR LANDSCAPE ARCHITECTURE DESIGN SERVICES  
IRON SPRING PARK AND KELLEY PARK MASTER PLANS  
BALLSTON SPA, NY, SARATOGA COUNTY**

***Task 1 – Research Existing Conditions***

Obtain and review existing maps and other documents for the park site (historic photographs, aerial photographs, topographic map, and site survey – as available).

***Task 2 – Site Visit***

Visit the park to observe existing conditions. While at the site, if possible, meet with members of the Park and Tree Board to discuss project goals and objectives and initial ideas pertaining to the anticipated park improvements.

***Task 3 – Prepare Park Site Base Maps***

Prepare Base Maps for each park that illustrate existing conditions on the park sites.

***Task 4 – Prepare Statement of Re-Development Goals and Objectives***

Develop a written statement of goals and objectives for each park including a detailed list of desired improvements, remedial actions, and anticipated park users/activities.

***Task 5 – Prepare Concept “Sketch” Plans***

Prepare “sketch” site plans illustrating the park plan and potential alternative solutions for each park.

***Task 6 – Review Meeting with Park and Tree Board***

Meet with the Park and Tree Board to review the “Sketch” plans to obtain comments and suggested revisions. Establish preferences and priorities.

***Task 7 – Prepare Preferred Park Master Plan***

Based on Park and Tree Board Members comments, in Task 6, prepare a Preferred rendered Master Plan including preliminary construction cost budget and Phasing Plan and list of tasks that can be implemented with Village labor, volunteer labor or by contractor for each park.

***Task 8 – Prepare Brief Written Summary Report***

Prepare a brief written summary report of the above describing existing site conditions, re-development goals and objectives, alternatives considered and Preferred Park Master Plan along with Phasing priorities for each park.





**BILLING RATE SCHEDULE\***  
**JANUARY 1, 2025**

<u>BILLING TITLE</u>	<u>HOURLY RATE</u>
<b>PROFESSIONAL</b>	
Principal Landscape Architect.....	\$ 200
Principal Engineer.....	\$ 200
<b>DESIGN TEAM</b>	
Project Landscape Architect.....	\$ 175
Project Engineer.....	\$ 175
Landscape Designer III.....	\$ 160
Landscape Designer II.....	\$ 140
Landscape Designer I.....	\$ 120
Assistant Engineer III.....	\$ 160
Assistant Engineer II.....	\$ 140
Assistant Engineer I.....	\$ 120
Construction Observation.....	\$ 100
<b>TECHNICIAN</b>	
CADD Designer.....	\$ 100
Drafter.....	\$ 80
<b>ADMINISTRATIVE</b>	
Administrative.....	\$ 75

**REIMBURSABLE EXPENSES:** Reimbursable expenses are in addition to professional fees. Reimbursable expenses will be billed at actual cost and listed below:

- Reproduction of reports, drawings, photocopies, and prints;
- Messenger, USPS mail, and express service deliveries;
- Travel, tolls, and overnight expenses. Auto use will be charged at IRS standard business mileage rate;
- Maps, photographs, ordinances, plans, and other documents directly related and necessary to complete contractual obligations; and
- Subcontractors.

\*Note: Billing rates may be adjusted at the beginning of each calendar year due to an increase in business operating expenses.

# **AIA** Document G701<sup>®</sup> – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Ballston Spa Public Library Reading Room Addition Ballston Spa, New York	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: 10/24/2024	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: I-004  Date: 4/7/2025
<b>OWNER:</b> <i>(Name and address)</i> Village of Ballston Spa 66 Front Seat Ballston Spa, New York 12020	<b>ARCHITECT:</b> <i>(Name and address)</i> Butler Rowland Mays Architects LLP 57 West High Street Ballston Spa, New York 12020	<b>CONTRACTOR:</b> <i>(Name and address)</i> Bunkoff General Contractors Inc. 790 Watervliet Shaker Road Latham, New York 12020

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

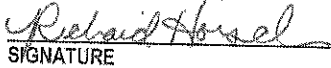
Per Bunkoff's Change order Request 007, supply and install a gutter and downspout on the elevator mechanical roof to protect the new equipment from runoff.

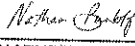
ADD Change Order in the amount of \$849.00

The original Contract Sum was	\$ 440,000.00
The net change by previously authorized Change Orders	\$ 11,307.00
The Contract Sum prior to this Change Order was	\$ 451,307.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 849.00
The new Contract Sum including this Change Order will be	\$ 452,156.00
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be	

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Butler Rowland Mays Architects LLP  
 ARCHITECT *(Firm name)*  
  
 SIGNATURE  
 Richard Horsch, Project Architect  
 PRINTED NAME AND TITLE  
 4/7/2025  
 DATE

Bunkoff General Contractors Inc.  
 CONTRACTOR *(Firm name)*  
  
 SIGNATURE  
 Nathan Bunkoff, President  
 PRINTED NAME AND TITLE  
 04/07/2025  
 DATE

Village of Ballston Spa  
 OWNER *(Firm name)*  
 SIGNATURE  
 Frank Rossi, Jr, Mayor  
 PRINTED NAME AND TITLE  
 DATE

**BUNKOFF GENERAL CONTRACTORS, INC.**  
790 WATERVLIET-SHAKER ROAD  
LATHAM, NEW YORK 12110  
518-786-8666 - FAX 518-786-0896

CHANGE ORDER  
REQUEST NO: 007

DATE: 3/17/25

JOB: **Ballston Spa Public Library – Reading Room Addition**

BUNKOFF JOB NO.: 724

To: Butler Rowland Mays Architects, LLP  
57 West High Street  
Ballston Spa, NY 12020

Attn: Richard Horsch

---

**Supply & Install Gutter & Downspout System at Elevator Roof**

**TOTAL CHANGE: \$ 849.00**

Work regarding this change will not begin until approval is received in writing. Quote is valid for 15 days unless noted otherwise. Only the specific work noted herein is included. This Change is the subject of additional cost & time under the contract. This shall constitute a Notice of Claim for additional compensation and time of performance under the contract documents. The full cost & additional contract time will be forwarded when identifiable.

**Schedule Impact: TBD**

cc:

The work covered by this order shall be performed under the same Terms and Conditions as that included in the Original Contract.

**CHANGES APPROVED**

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

REQUEST NO: 007

By

*Nathan Bunkoff*  
\_\_\_\_\_  
Nathan Bunkoff, President

**BUNKOFF GENERAL CONTRACTORS, INC  
CHANGE ORDER SUMMARY BGC701**

PROJECT Ballston Spa Library Reading Rm Addition BGC JOB #: 724 BGC CHANGE REQ #: 7

DESCRIPTION: Supply & Install Gutter & Downspout System at Elevator Roof

**Part A: Labor (includes all required fringes, insurance, taxes, etc.) As detailed in BGC702**

Class	Hours from BGC702	Cost per Hour	Total Labor Costs
Operator C	0	\$102.92	\$0.00
Mason	0	\$83.86	\$0.00
Ironworker	0	\$87.37	\$0.00
Carpenter	8	\$77.66	\$621.28
Laborer	0	\$79.44	\$0.00
Painter / Taper	0	\$69.18	\$0.00
Labor Cost			\$621.28
Overhead @ 10%			\$62.13
Subtotal			\$683.41
Profit @ 5%			\$34.17
<b>TOTAL FOR PART A:</b>			<b>\$717.58</b>

**Part B: Miscellaneous Costs, as detailed in BGC702=====**

Miscellaneous Cost	\$0.00
Overhead @ 10%	\$0.00
Subtotal	\$0.00
Profit @ 5%	\$0.00
<b>TOTAL FOR PART B:</b>	<b>\$0.00</b>

**Part C: Material, as detailed in BGC703=====**

Material Cost	\$92.24
Overhead @ 10%	\$9.22
Subtotal	\$101.46
Profit @ 5%	\$5.07
<b>TOTAL FOR PART C:</b>	<b>\$106.54</b>

**Part D: Equipment, as detailed in BGC703=====**

Equipment Cost	\$0.00
Overhead @ 10%	\$0.00
Subtotal	\$0.00
Profit @ 5%	\$0.00
<b>TOTAL FOR PART D:</b>	<b>\$0.00</b>

**Part E: Subcontractor Quotes**

Subcontractors Cost	\$0.00
Profit @ 5%	\$0.00
<b>TOTAL FOR PART E:</b>	<b>\$0.00</b>

DAYS DELAYED <b>tbd</b>
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SUBTOTAL	\$824.12
3% bonds and insurance	\$24.72
<b>TOTAL FOR THIS CHANGE:</b>	<b>\$848.84</b>

March 17, 2025

Project Manager \_\_\_\_\_

Date \_\_\_\_\_

This Change in Condition is the subject of additional cost & time under the contract. This shall constitute a Notice of Claim for additional compensation and time of performance under the contract documents. The full cost & additional contract time will be forwarded when identifiable.

**BUNKOFF GENERAL CONTRACTORS, INC.  
LABOR & MISC. TAKE-OFF SHEET BGC702**

PROJECT ston Spa Library Reading Rm Addi BGC JOB #: 724 BGC CHANGE #: 7

DESCRIPTION: Supply & Install Gutter & Downspout System at Elevator Roof

<b>LABOR COSTS -- PART A --</b>						
Description of Work	Oper C	Mason	Ironworker	Carpenter	Laborer	Paint/Taper
	1 Install Gutter & Downspout System (2 guys x 4hrs)				8	
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
<b>Total Labor Hours:</b>						
	0	0	0	8	0	0
	Oper C	Mason	Ironworker	Carpenter	Laborer	Paint/Taper

<b>MISCELLANEOUS COSTS -- PART B --</b>								
	Take-Off		Labor Costs		Material Costs		Equipment Costs	
	Quantity	Unit	Unit Cost	Labor Costs	Unit Cost	Material Cost	Unit Cost	Equipment Costs
Layout				\$0.00		\$0.00		\$0.00
Surveying				\$0.00		\$0.00		\$0.00
Testing				\$0.00		\$0.00		\$0.00
Mobilize Equipment				\$0.00		\$0.00		\$0.00
Demobilize Equipment				\$0.00		\$0.00		\$0.00
Pick Up & Deliver Materials				\$0.00		\$0.00		\$0.00
Daily Cleaning				\$0.00		\$0.00		\$0.00
Phone and Fax Usage				\$0.00		\$0.00		\$0.00
Caulking				\$0.00		\$0.00		\$0.00
Dust Partitions				\$0.00		\$0.00		\$0.00
On-Site Material Handling				\$0.00		\$0.00		\$0.00
As-Builts				\$0.00		\$0.00		\$0.00
Additional Drwgs & Spec's				\$0.00		\$0.00		\$0.00
Snow Removal				\$0.00		\$0.00		\$0.00
Temporary Heat				\$0.00		\$0.00		\$0.00
Haul Trash to Dumpster				\$0.00		\$0.00		\$0.00
Dumpster Charges				\$0.00		\$0.00		\$0.00
<b>Subtotals for Labor Material &amp; Equipment:</b>				\$0.00		\$0.00		\$0.00
<b>Total Costs:</b>							\$0.00	

BUNKOFF GENERAL CONTRACTORS, INC.  
**MATERIAL & EQUIPMENT TAKE-OFF SHEET BGC 703**

PROJECT on Spa Library Reading Rm Ad BGC JOB #: 724 BGC CHANGE #: 7

DESCRIPTION: Supply & Install Gutter & Downspout System at Elevator Roof

MATERIAL COSTS -- PART C --					
	Description of Work	Take-off		Material	
		Quantity	Unit	Unit Price	Material Cost
1	5" x 10' Gutter White Aluminum K Style	1	ea	\$18.98	\$18.98
2	2" x 3" x 10' White Aluminum Downspout	1	ea	\$13.88	\$13.88
3	5" White Aluminum Style Drop Outlet	1	ea	\$9.38	\$9.38
4	Clips, Hangers, End caps, misc. material	1	lot	\$50.00	\$50.00
5					\$0.00
6					\$0.00
7					\$0.00
8					\$0.00
9					\$0.00
10					\$0.00
11					\$0.00
12					\$0.00
13					\$0.00
14					\$0.00
15					\$0.00
16					\$0.00
17					\$0.00
18					\$0.00
19					\$0.00
20					\$0.00
Total Material Cost:					\$92.24

EQUIPMENT COSTS -- PART D --						
	Description of Work	Equipment Description	Take-Off		Equipment	
			Quantity	Unit	Unit Price	Material Cost
1						\$0.00
2						\$0.00
3						\$0.00
4						\$0.00
5						\$0.00
6						\$0.00
7						\$0.00
8						\$0.00
9						\$0.00
Total Equipment Cost:						\$0.00





Latham 10PM 12110

What can we ...



Latham 10PM 12110

Shop All Services

DIY

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# CART (7)

[Remove All Items](#)

[Share](#)

## Pickup and delivery options

Choose an option to change all items in your cart (if available)

**Pickup**  
All items available

**Delivery**  
All items available



## Pickup

Latham (7 items)

### Amerimax Home Products

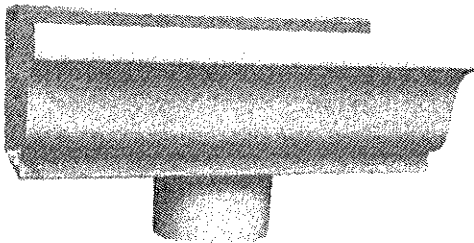
5 in. White Aluminum K-Style Gutter End with 2 in. x 3 in. Drop Outlet

Color: **White**

Product Depth (in.): **5 in**

Product Length (in.): **5.5 in**

**\$9.38**

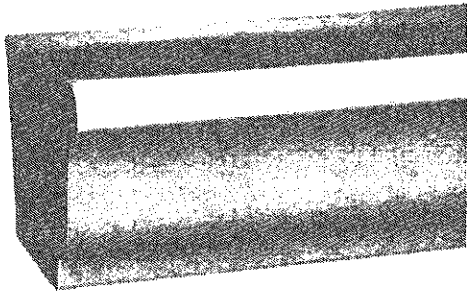


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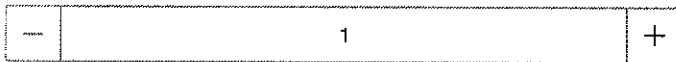
**Amerimax Home Products**

5 in. x 10 ft. White Aluminum K-Style Heavy Duty Gutter

Color: **30 Degree White**  
Product Depth (in.): **5 in**  
Product Length (in.): **120 in**



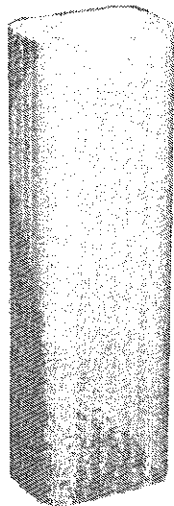
**\$18.98**



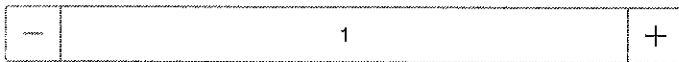
**Amerimax Home Products**

2 in. x 3 in. x 10 ft. White Aluminum Downspout

Model #2601100120



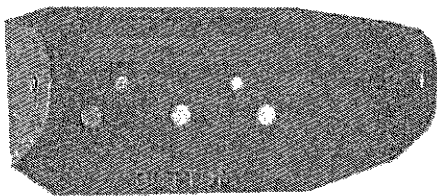
**\$13.88**



**Amerimax Home Products**

2 in. x 3 in. White Aluminum Downspout Clip

Model #3PC30W50U



**\$1.58**

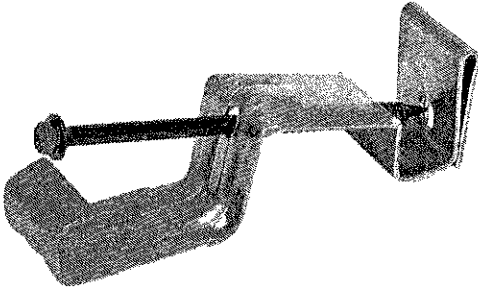
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**Amerimax Home Products**

5 in. Aluminum Hidden Gutter Hanger with Screw

Material: **Aluminum**

**\$2.55**



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**Amerimax Home Products**

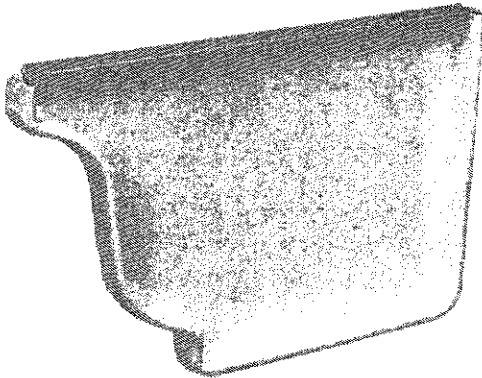
5 in. White Aluminum K-Style Right End Cap

Color: **White**

Product Depth (in.): **5 in**

Product Length (in.): **0.5 in**

**\$1.98**



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3/17/25, 11:53 AM

The Home Depot - Cart

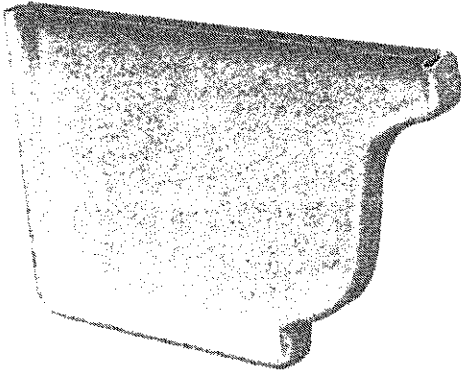
**Amerimax Home Products**

5 in. White Aluminum K-Style Left End Cap

Color: **White**

Product Depth (in.): **5 in**

Product Length (in.): **0.5 in**



**\$1.98**  
~~\$2.96~~  
Save 16%

Feedback

-	1	+
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**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF PAGE(S)

TO OWNER:  
 Village Of Ballston Spa  
 66 Front St  
 Ballston Spa, NY 12020

PROJECT:  
 Ballston Spa Public Library  
 Reading Room Addition

APPLICATION NO: 2  
 PERIOD TO: 3/15/25  
 PROJECT NOS:  
 Contract 3  
 CONTRACT DATE: 10/30/2024

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR:  
 Allegiant Electric LLC  
 PO Box 146  
 Kinderhook, NY 12106

VIA ARCHITECT:  
 Butler Rowland Mays Architects, LLP

CONTRACT FOR: Electrical Contractor

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payments were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	70,197.00
2. Net change by Change Orders	\$	7,676.59
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	77,873.59
4. TOTAL COMPLETED & STORED TO DATE	\$	75,899.19
(Column G on G703)		
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	3,795.00
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	3,795.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	72,104.19
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	52,694.90
8. CURRENT PAYMENT DUE	\$	19,409.29
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	5,769.40

CONTRACTOR: Allegiant Electric LLC

By: Morgan Davis Date: 3/12/2025

State of New York County of Columbia  
 Subscribed and sworn to before me this 12th day of March, 2025.  
 Notary Public: Kristen M Schiffer Notary Public, State of New York  
 My Commission expires: 7-8-27 Reg. No. 01SC8394591  
 Qualified in Columbia County

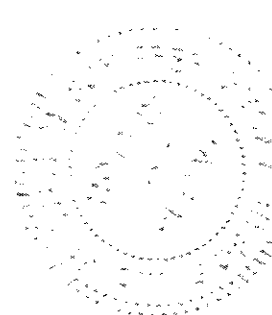
**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 19,409.29  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:  
 By: Richard Howell Date: 3/13/2025  
 This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved		
in previous months by Owner	\$1,955.00	\$0.00
Total approved this Month	\$5,721.59	\$0.00
TOTALS	\$7,676.59	\$0.00
NET CHANGES by Change Order	\$7,676.59	



**CONTINUATION SHEET**

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 2

Contractor's signed certification is attached.

APPLICATION DATE: 3/15/25

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 3/15/25

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
1	Bond/Insurance	2,106	2,106	0	0	2,106	100	0	105
2	Panel/Gear	16,019	11,213	4,806	0	16,019	100	0	801
3	Rough-In	19,930	19,930	0	0	19,930	100	0	997
4	Fire Alarm	7,485	4,491	2,620	0	7,111	95	374	356
5	Inspections	400	200	100	0	300	75	100	15
6	Deveicing	1,752	0	1,664	0	1,664	95	88	83
7	Lighting	6,135	4,295	1,534	0	5,828	95	307	291
8	Mechanical Equipment	2,556	2,556	0	0	2,556	100	0	128
9	Overhead	6,136	3,682	2,148	0	5,829	95	307	291
10	Submittals	2,197	2,197	0	0	2,197	100	0	110
11	Mobilization	3,500	2,100	1,330	0	3,430	98	70	172
12	Punch Items	729	0	0	0	0	0	729	0
13	Alternate #1	1,252	939	313	0	1,252	100	0	63
14	Change Order 001	1,955	1,760	196	0	1,955	100	0	98
15	Change Order 002	5,722	0	5,722	0	5,722	100	0	286
16		0	0	0	0	0	0	0	0
17		0	0	0	0	0	0	0	0
18		0	0	0	0	0	0	0	0
19		0	0	0	0	0	0	0	0
20		0	0	0	0	0	0	0	0
21		0	0	0	0	0	0	0	0
22		0	0	0	0	0	0	0	0
23		0	0	0	0	0	0	0	0
24		0	0	0	0	0	0	0	0
25		0	0	0	0	0	0	0	0
26		0	0	0	0	0	0	0	0
Totals		77,874	55,468	20,431	0	75,899	97	1,974	3,795

AIA DOCUMENT G702 (Instructions on reverse side)

# APPLICATION AND CERTIFICATION FOR PAYMENT

APPLICATION NO: 4  
 PERIOD TO: 3/15/2025  
 PROJECT NOS: BGC #724  
 Arch Project #23-46-28  
 CONTRACT DATE: 10/24/2024

Distribution to:

OWNER	
ARCHITECT	
CONTRACTOR	

TO OWNER:  
 Village of Ballston Spa  
 66 Front St  
 Ballston Spa, NY 12020

FROM CONTRACTOR:  
 Bankoff General Contractors, Inc.  
 790 Watervliet-Shaker Road  
 Leitham, NY 12110

VIA ARCHITECT:  
 Butler Rowland Mays Architects, LLP

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 440,000.00
2. Net change by Change Orders	\$ 11,307.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 451,307.00
4. TOTAL COMPLETED & STORED TO DATE	\$ 382,107.00

5. RETAINAGE:	\$ 19,105.00
a. % of Completed Work (Column D + E on G703)	\$ 0.00
b. % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 19,105.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 362,002.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 241,967.00
8. CURRENT PAYMENT DUE (Line 6 from prior Certificate)	\$ 121,035.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 88,305.00
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CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved	\$11,307.00	\$0.00
in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$11,307.00	\$0.00
TOTALS	\$11,307.00	

NET CHANGES by Change Order

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payments were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Bankoff General Contractors, Inc.

By: Donna M. Mosher Date: 3/12/2025

County of: Albany Notary Public, State of New York  
 State of New York Subscribed and sworn to before me this 12th day of March, 2025. No. 01140274  
 Notary Public: Donna M. Mosher Qualified in Saratoga County, New York. My Commission Expires July 16, 2027.

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 121,035.00  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Rebeccah Howard Date: 3/13/2025  
 By: Rebeccah Howard  
 This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

# CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

AIA DOCUMENT G703

APPLICATION NO: 4

3/15/25

3/15/25

PERIOD TO: 3/15/25

ARCHITECT'S PROJECT NO: BGC #724

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	E WORK COMPLETED		F MATERIALS STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE
			D FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
1	Division 1							
2	General Requirements							
3	Performance & Payment Bonds	5,000	5,000	0	0	5,000	0	250
4	Project Insurance	5,000	5,000	0	0	5,000	0	250
5	Project Management & Supervision	35,000	19,250	7,000	0	26,250	8,750	1,313
6	Temp Facilities	21,000	11,550	4,200	0	15,750	5,250	788
7	Punchlist	5,000	0	0	0	0	5,000	0
8	Division 2							
9	Asbestos Abatement / Demo							
10	Labor							
11	Material	20,000	20,000	0	0	20,000	0	1,000
12	Division 3							
13	Concrete	5,000	5,000	0	0	5,000	0	250
14	Labor							
15	Material	33,000	29,700	0	0	29,700	3,300	1,485
16	Division 6							
17	Wood Framing	13,000	11,700	0	0	11,700	1,300	585
18	Labor							
19	Material	44,000	41,800	0	0	41,800	2,200	2,090
20	Finish Carpentry (Cabinetry & Interior Trim)	18,000	17,100	0	0	17,100	900	855
21	Labor							
22	Material	9,000	0	6,750	0	6,750	2,250	338
23	Division 6							
24	Wood Framing	26,000	0	19,500	0	19,500	6,500	975
25	Labor							
26	Material							
27	Division 6							
28	Wood Framing							
Totals		239,000	166,100	37,450	0	203,550	35,450	10,178



# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.  
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4  
APPLICATION DATE: 3/15/25  
PERIOD TO: 3/15/25  
ARCHITECT'S PROJECT NO: BGC #724

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE
			E FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD				
29	Division 7							
30	Roofing	15,000	3,000	12,000	0	15,000	0	750
31	Labor	7,000	3,500	3,500	0	7,000	0	350
32	Material							
33	Fiber-Cement Siding & Trims	15,000	750	3,000	0	3,750	11,250	188
34	Labor	7,000	3,500	0	0	3,500	3,500	175
35	Material							
36	Caulking							
37	Labor	1,000	0	0	0	0	1,000	0
38	Material	1,000	0	0	0	0	1,000	0
39								
40	Division 8							
41	Doors/Frames/Hardware							
42	Labor	4,000	200	800	0	1,000	3,000	50
43	Material	16,000	4,000	12,000	0	16,000	0	800
44	Clad Wood Windows							
45	Labor	2,000	0	2,000	0	2,000	0	100
46	Material	8,000	0	8,000	0	8,000	0	400
47	Glass / Aluminum Windows							
48	Labor	5,000	0	5,000	0	5,000	0	250
49	Material	11,000	0	11,000	0	11,000	0	550
50								
51								
52								
53								
54								
55								
56								
Totals		331,000	181,050	94,750	0	275,800	55,200	13,790
							83	

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4  
 APPLICATION DATE: 3/15/25  
 PERIOD TO: 3/15/25  
 ARCHITECT'S PROJECT NO: BGC #724

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
57	Division 9									
58	GWB / ACT									
59	Labor	38,000	19,000	19,000	0	0	38,000	100	0	1,900
60	Material	14,000	11,200	2,800	0	0	14,000	100	0	700
61	Flooring									
62	Labor	5,000	0	0	0	0	0	0	5,000	0
63	Material	3,000	0	0	0	0	0	0	3,000	0
64	Painting									
65	Labor	7,000	0	5,600	0	0	5,600	80	1,400	280
66	Material	4,000	0	3,200	0	0	3,200	80	800	160
67										
68	Division 31									
69	Sitework									
70	Labor	32,000	28,800	0	0	0	28,800	90	3,200	1,440
71	Material	6,000	5,400	0	0	0	5,400	90	600	270
72										
73	Change Orders									
74	GC CO-001-Foundation Waterproofing	4,235	4,235	0	0	0	4,235	100	0	212
75	GC CO-002	2,962	2,962	0	0	0	2,962	100	0	148
76	GC CO-003-Roof System	4,110	2,055	2,055	0	0	4,110	100	0	206
77		0	0	0	0	0	0	0	0	0
78		0	0	0	0	0	0	0	0	0
79		0	0	0	0	0	0	0	0	0
80		0	0	0	0	0	0	0	0	0
81										
82										
83										
84										
Totals		451,307	254,702	127,405	0	0	382,107	85	69,200	19,105



AIA DOCUMENT G703

**CONTINUATION SHEET**

APPLICATION NO: 4  
 APPLICATION DATE: 3/15/25  
 PERIOD TO: 3/15/25  
 ARCHITECT'S PROJECT NO: BGC #724

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE
			E FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD				
1	Division 1							
2	General Requirements	5,000	5,000	0	0	5,000	0	250
3	Performance & Payment Bonds	5,000	5,000	0	0	5,000	0	250
4	Project Insurance	35,000	19,250	7,000	0	26,250	8,750	1,313
5	Project Management & Supervision	21,000	11,550	4,200	0	15,750	5,250	788
6	Temp Facilities	5,000	0	0	0	0	5,000	0
7	Punchlist							
8	Division 2							
9	Asbestos Abatement / Demo	20,000	20,000	0	0	20,000	0	1,000
10	Labor	5,000	5,000	0	0	5,000	0	250
11	Material							
12								
13	Division 3							
14	Concrete	33,000	29,700	0	0	29,700	3,300	1,485
15	Labor	13,000	11,700	0	0	11,700	1,300	585
16	Material							
17								
18	Division 6							
19	Wood Framing	44,000	41,800	0	0	41,800	2,200	2,090
20	Labor	18,000	17,100	0	0	17,100	900	855
21	Material							
22	Finish Carpentry (Cabinetry & Interior Tims)	9,000	0	6,750	0	6,750	2,250	338
23	Labor	26,000	0	19,500	0	19,500	6,500	975
24	Material							
25								
26								
27								
28	Totals	239,000	166,100	37,450	0	203,550	35,450	10,178

# CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 4  
 APPLICATION DATE: 3/15/25  
 PERIOD TO: 3/15/25  
 ARCHITECT'S PROJECT NO: BGC #724

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D.O.R.E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
29	Division 7								
30	Roofing								
31	Labor	15,000	3,000	12,000	0	15,000	100	0	750
32	Material	7,000	3,500	3,500	0	7,000	100	0	350
33	Fiber-Cement Siding & Trims								
34	Labor	15,000	750	3,000	0	3,750	25	11,250	188
35	Material	7,000	3,500	0	0	3,500	50	3,500	175
36	Caulking								
37	Labor	1,000	0	0	0	0	0	1,000	0
38	Material	1,000	0	0	0	0	0	1,000	0
39									
40	Division 8								
41	Doors/Frames/Hardware								
42	Labor	4,000	200	800	0	1,000	25	3,000	50
43	Material	16,000	4,000	12,000	0	16,000	100	0	800
44	Clad Wood Windows								
45	Labor	2,000	0	2,000	0	2,000	100	0	100
46	Material	8,000	0	8,000	0	8,000	100	0	400
47	Glass / Aluminum Windows								
48	Labor	5,000	0	5,000	0	5,000	100	0	250
49	Material	11,000	0	11,000	0	11,000	100	0	550
50									
51									
52									
53									
54									
55									
56									
	Totals	331,000	181,050	94,750	0	275,800	83	55,200	13,790

# CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

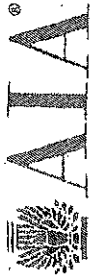
Use Column I on Contracts where variable retainage for line items may apply.

ALA DOCUMENT G703

Page 3

APPLICATION NO: 4  
 APPLICATION DATE: 3/15/25  
 PERIOD TO: 3/15/25  
 ARCHITECT'S PROJECT NO: BGC #724

A ITEM NO.	B DESCRIPTION OF WORK	C CONTRACT VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
57	Division 9									
58	GWB / ACT									
59	Labor									
60	Material	38,000	19,000	19,000	0	0	38,000	100	0	1,900
61	Flooring	14,000	11,200	2,800	0	0	14,000	100	0	700
62	Labor									
63	Material	5,000	0	0	0	0	0	0	5,000	0
64	Painting	3,000	0	0	0	0	0	0	3,000	0
65	Labor									
66	Material	7,000	0	5,600	0	0	5,600	80	1,400	280
67	Material	4,000	0	3,200	0	0	3,200	80	800	160
68	Division 31									
69	Sitework									
70	Labor									
71	Material	32,000	28,800	0	0	0	28,800	90	3,200	1,440
72	Material	6,000	5,400	0	0	0	5,400	90	600	270
73	Change Orders									
74	GC CO-001-Foundation Waterproofing	4,235	4,235	0	0	0	4,235	100	0	212
75	GC CO-002	2,962	2,962	0	0	0	2,962	100	0	148
76	GC CO-003-Roof System	4,110	2,055	2,055	0	0	4,110	100	0	206
77		0	0	0	0	0	0	0	0	0
78		0	0	0	0	0	0	0	0	0
79		0	0	0	0	0	0	0	0	0
80		0	0	0	0	0	0	0	0	0
81		0	0	0	0	0	0	0	0	0
82		0	0	0	0	0	0	0	0	0
83		0	0	0	0	0	0	0	0	0
84		0	0	0	0	0	0	0	0	0
Totals		451,307	254,702	127,405	0	0	382,107	85	69,200	19,105



# AIA Document G702™ - 1992

## Application and Certificate for Payment

**TO OWNER:**  
Ballston Spa Public Library  
21 Milton Avenue  
Ballston Spa NY 12020

**PROJECT:**  
Reading Room Addition  
Ballston Spa Public Library

**FROM CONTRACTOR:**  
Mazone Plumbing & Heating Inc.  
93 Elsmere Avenue  
Delmar, New York 12054

**VIA ARCHITECT:**  
Butler Rowland Mays Architect  
57 West High Street  
Ballston Spa NY 12020

**APPLICATION NO:** #4  
**PERIOD TO:** March 10, 2025

**CONTRACT FOR:** Mechanical Construction Work  
**CONTRACT NO. 2.**

**CONTRACT DATE:** October 8, 2024

**PROJECT NOS:** 23 / 46 28 /

**Distribution to:**  
OWNER   
ARCHITECT   
CONTRACTOR   
FIELD   
OTHER

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM .....	\$ 57,081.00
2. NET CHANGE BY CHANGE ORDERS .....	\$ 2,688.00
3. CONTRACT SUM TO DATE (Line 1 + 2) .....	\$ 59,769.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) .....	\$ 51,131.50

5. RETAINAGE:

a. <u>5</u> % of Completed Work (Column D + E on G703)	\$ 2,556.58
b. _____ % of Stored Material (Column F on G703)	\$ _____

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) .....	\$ 2,556.58
6. TOTAL EARNED LESS RETAINAGE .....	\$ 48,574.92 (Line 4 minus Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT .....	\$ 33,357.47 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE .....	\$ 15,217.45
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$ 11,194.08

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$
Total approved this month	\$	\$
<b>TOTAL</b>	\$	\$
<b>NET CHANGES by Change Order</b>	\$	\$

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** Mazone Plumbing & Heating Inc.  
By: *Joseph Mazone*  
State of: New York  
County of: Albany  
Subscribed and sworn to before me this 7th day of March, 2025

Date: March 7, 2025

Notary Public:  
My commission expires: *Phyllis A Mazone*  
*Phyllis A Mazone*  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01MA-4659542  
Qualified in Albany County

### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 15,217.45  
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: *Richard Horal*  
By: *Richard Horal*  
Date: 3/13/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.  
AIA Document G702™ - 1992. Copyright © 1953, 1963, 1965, 1971, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. WARNING: This AIA Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents e-mail: [copyright@aia.org](mailto:copyright@aia.org)



# AIA Document G703™ - 1992

## Continuation Sheet

AIA Document G703™-1992. Application and Certificate for Payment, or G732™-2009. Application and Certificate for Payment. Construction Manager as Adviser Edition.

containing Contractor's signed certification is attached.

Reading Room Addition

Ballston Spa Public Library

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: #4

APPLICATION DATE: March 10, 2025

PERIOD TO: March 10, 2025

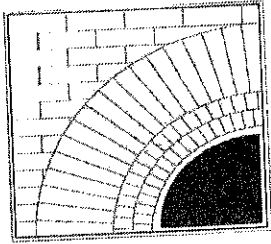
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)						
1.	Refrigeration Labor	4000.00		4000.00			4000.00	0	200.00
2.	Insulation mat.	1900.00		1900.00			1900.00	0	95.00
	Labor	3500.00					3500.00		
	mat.	2000.00					2000.00		
3.	Sheetmetal Labor	4230.00		4230.00			4230.00	0	211.50
	mat.	4000.00					4000.00	0	200.00
4.	Balance labor	1000.00					1000.00		
5.	E.W.H. Labor	750.00	712.50				712.50	37.50	35.63
	mat.	1400.00	1400.00				1400.00	0	70.00
6.	A C 1 - 2 Labor	2000.00	1900.00				1900.00	100.00	95.00
	mat.	7019.00	7019.00				7019.00	0	350.95
7.	E R U - 1 Labor	2000.00	2000.00				2000.00	0	100.00
	mat.	9745.00	9745.00				9745.00	0	487.25
8.	Bond & Insurance Close out	5609.00	5609.00				5609.00	0	280.45
	Punch list	1000.00					1000.00		
10.	Submittals Mobilization	1000.00					1000.00		
	labor	2000.00	2000.00				2000.00	0	100.00
	mat.	2000.00	2000.00				2000.00	0	100.00
12.	Piping labor	1428.00	1428.00				1428.00	0	71.40
	mat.	500.00	500.00				500.00	0	25.00
	C.O. #1	2688.00	1027.00	1661.00			2688.00	0	134.40
	GRAND TOTAL	59,769.00	35,340.50	15,791.00			51,131.50	8637.50	2556.58

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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**BUTLER  
ROWLAND  
MAYS**

**ARCHITECTS,  
LLP**

57 West High Street  
Ballston Spa, NY 12020

PH: 518 • 885 • 1255  
FAX: 518 • 885 • 1266  
www.brmaarchitects.com

**ARCHITECTURE**

**INTERIORS**

**ROOFING**

Steven G. Rowland, RA  
Paul K. Mays, RA

**INVOICE NO. 16**

April 7, 2025

Ballston Spa Public Library  
21 Milton Avenue  
Ballston Spa, New York 12020

Project: Reading Room -  
Local History Addition

Attention: Andrea Simmons, Director

Project No.: 23 46 28

Billing for period March 6, 2025 through April 7, 2025 per signed agreement dated September 5, 2023.

	Total Fee	Percent Complete	Fee Earned
Design Development Phase:	\$8,000.00	100%	\$8,000.00
Construction Documents Phase:	\$29,000.00	100%	\$29,000.00
Mech/Plumbing/Electrical Engineering:	\$22,000.00	100%	\$22,000.00
Bidding Phase:	\$3,500.00	100%	\$3,500.00
Construction Administration Phase:	\$12,500.00	95%	\$11,875.00
	\$75,000.00		

Total Fee Earned (Excluding Reimbursables):	\$74,375.00
Less Previously Billed (Excluding Reimbursables):	\$73,125.00
Total Fee Earned this Period (Excluding Reimbursables):	\$1,250.00
Plus Reimbursables:	\$5.40
Total Earned this Period:	\$1,255.40

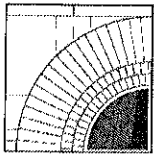
Total Amount Due	\$1,255.40
------------------	------------

Respectfully submitted,

Paul K. Mays, RA  
Principal

Account Summary:	
Total Fee (Excluding Reimbursables):	\$75,000.00
Total Billed to date (Excluding Reimbursables):	\$74,375.00
Remaining Unbilled (Excluding Reimbursables):	\$625.00

## Reimbursable Schedule



**BUTLER  
ROWLAND  
MAYS**  
ARCHITECTS, LLP  
37 West High Street  
Ballston Spa, NY 12020  
PI: 518.885.1255  
FAX: 518.885.1266

www.brmaarchitects.com

<b>Project:</b>	Ballston Spa Public Library - Reading Room/Local History Addition
<b>Project No.:</b>	23 46 28
<b>Invoice #:</b>	16

Mileage*		Travel Expenses		8.5x11 Prints		11x17 Prints		Plots-Regular	
Date	Miles	Date	Amount	Date	Pages	Date	Pages	Date	Pages
Sub Total	0	Sub Total	\$0.00	Sub Total	0	Sub Total	0	Sub Total	0
\$0.700	\$ -	Add 15%	\$ -	\$10 Ea.	\$ -	\$20 Ea.	\$ -	\$4 Ea.	\$ -
<b>Total</b>	<b>\$ -</b>	<b>Total</b>	<b>\$0.00</b>	<b>Total</b>	<b>\$ -</b>	<b>Total</b>	<b>\$ -</b>	<b>Total</b>	<b>\$ -</b>

8.5x11 Color		11x17 Color		Outside Printing		Misc.	
Date	Pages	Date	Pages	Date	Cost	Date	Description
3/26/2025	6						
Sub Total	6	Sub Total	0	Sub Total	\$ -	Sub Total	\$ -
\$0.90 Ea.	\$ 5.40	\$1.75 Ea.	\$ -	Add 15%	\$ -	Add 10%	\$ -
<b>Total</b>	<b>\$ 5.40</b>	<b>Total</b>	<b>\$ -</b>	<b>Total</b>	<b>\$ -</b>	<b>Total</b>	<b>\$ -</b>

<b>Grand Total</b>	<b>\$ 5.40</b>
--------------------	----------------

\* BRMA Mileage Rate reflects current standard annual IRS mileage reimbursement rates.

# **Ballston Spa Public Library**

List of furniture to be declared excess:

1. Long glass front shelving unit
2. Atlas stand
3. (2) Tall glass front shelving units



**CHANGE ORDER**

ORDER NO: 003

DATE: 4/3/25

PO BOX 146 KINDERHOOK  
NY 12106  
518-655-1400

**JOB: Ballston Spa Public Library - Reading Room Addition**

ALIEGIANT JOB NO: 234628

To: Butler Rowland Mays Architects, LLP  
57 West High Street  
Ballston Spa NY 12020

Attn: Richard Horsch

.....  
Scope: **Provide 3 additional fire alarm devices throughout the existing space.**

**Total Change: \$3,936.53**

The work described in this change will not begin until approval is received in writing. This change is the subject of additional cost and time under the contract. Only the work and item(s) described in this change will be included. This quote is only valid for 14 days unless otherwise noted. This change serves as a notice of claim for additional compensation and time of performance under the contract documents. Additional contract time and full cost will be forwarded at a later date.

**ALLEGIANT ELECTRIC LLC  
CHANGE ORDER SUMMARY**

PROJECT: Ballston Spa Public Library - Reading Room Addition

ALLEGIANT JOB NO: 234628

**CHANGE ORDER NO: 003**

**SCOPE: Provide 3 additional fire alarm devices throughout the existing space.**

LABOR: (Includes all required fringes, taxes, insurances, etc.)

Classification	Hours	Cost Per Hour	Total Labor Cost
Foreman	13	\$107.50	\$1,397.50
Journeyman	8	\$104.50	\$836.00
Apprentice			
CE/CE-W			
Labor Cost			\$2,233.50
Overhead @ 10%			\$223
Subtotal			\$2,457
Profit @ 5%			\$122.84
<b>TOTAL LABOR:</b>			<b>\$2,579.69</b>

MATERIAL: \*TAX EXEMPT\*

Description	Quantity	Cost Per Item	Total Material Cost
See Doyle Quote Att.			\$895
See Attached Quote			\$130.48
18/4 F/A Wire			\$50
Material Cost			\$1,075.48
Overhead @ 10%			\$108
Subtotal			\$1,183
Profit @ 5%			\$59.15
<b>TOTAL MATERIAL</b>			<b>\$1,242.18</b>

**\*DELAYS AND IMPACT TO  
PROJECT SCHEDULE TBD\***

Subtotal	\$3,822
3% Bonds and Insurance	\$115
<b>CHANGE ORDER TOTAL</b>	<b>\$3,937</b>

*Tyler Davis*

Allegiant Electric LLC Project Manager

Date: 4/3/25

**ALLEGIANT ELECTRIC LLC**  
CHANGE ORDER APPROVAL LETTER

PROJECT: Ballston Spa Public Library - Reading Room Addition

ALLEGIANT JOB NO: 234628

**CHANGE ORDER NO: 003**

**SCOPE: Provide 3 additional fire alarm devices throughout the existing space.**

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By signing this document you are approving the requested change order. You are approving the services and material in the previous documents. Signature is acknowledgment that Allegiant Electric does not have a projected timeline on these services impacting the current projects schedule. The work performed and covered under this change order are done so in the same terms and conditions of the original contract.

---

Firm Name

---

Title

---

Date

*Tyler Davis*

---

**Tyler Davis, Project Manager**

Date: 4/3/25

4-3-2025

***Allegiant Electric, LLC***

Ballston Spa Public Library  
21 Milton Ave  
Ballston Spa, NY 12020



**Subject: Fire System Parts and Programing – Ballston Spa Public Library**

Good Afternoon,

I have put together a proposal to supply the parts and programing for three additional Addressable Smoke Detectors that will be added to the existing Addressable Firelite Fire System.

**Please note that all wiring, conduit, and device installation is not included in our pricing. Our pricing reflects suppling the equipment and programing the system once it has been fully installed.**

- All labor is priced at Saratoga County Prevailing Wage Rates.

Please let me know if you have any questions or if I can help in any other way.

Regards,

**Kevin Ryan**  
General Manager - Albany  
Doyle Security Systems

**Scope of Work: Fire System Parts + Programing**

- Doyle to supply the equipment listed below.
  - All wiring, conduit and device installation is not included and must be provided.
- Doyle will supply (3) Addressable Smoke Detectors that will be added to the existing Addressable Firelite Fire System at the Ballston Spa Public Library.
- Doyle will program the panel and Test the System to ensure that everything works as intended.

**Equipment**

Part Number	Description	QTY
SD365T	Fire-Lite SD365T Addressable Photoelectric Smoke Detector with a Built-in 135°F (57°C) Fixed-Temperature Thermal Device, LiteSpeed Only, White	3
PW Labor	Prevailing Wage Installation Labor and Misc. Items	*

**Pricing**

**Parts + Programing Cost: \$ 895.00**





# AIA Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Ballston Spa Public Library Reading Room Addition Ballston Spa, New York	<b>CONTRACT INFORMATION:</b> Contract For: Electrical Construction  Date: 10/24/2024	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 3-003  Date: 4/9/2025
<b>OWNER:</b> <i>(Name and address)</i> Village of Ballston Spa 66 Front Seat Ballston Spa, New York 12020	<b>ARCHITECT:</b> <i>(Name and address)</i> Butler Rowland Mays Architects LLP 57 West High Street Ballston Spa, New York 12020	<b>CONTRACTOR:</b> <i>(Name and address)</i> Allegiant Electrical LLC P.O. Box 146 Kinderhook, NY 12106

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

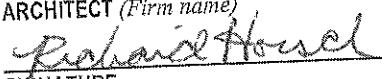
Per Change Order Proposal 003 from Allegiant Electric, install three additional smoke detectors and supporting wiring and conduit to the existing upper level of the Library Building. Proposal is attached.

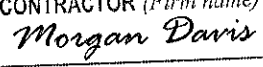
ADD Change Order in the amount of \$3,936.53.

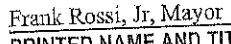
The original Contract Sum was	\$ 70,197.00
The net change by previously authorized Change Orders	\$ 7,676.59
The Contract Sum prior to this Change Order was	\$ 77,873.59
The Contract Sum will be increased by this Change Order in the amount of	\$ 3,936.53
The new Contract Sum including this Change Order will be	\$ 81,810.12
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be	

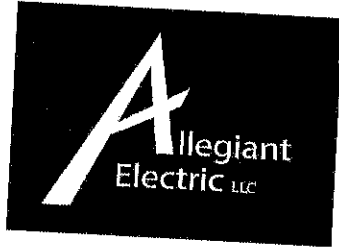
**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Butler Rowland Mays Architects LLP  
 ARCHITECT *(Firm name)*  
  
 SIGNATURE  
 Richard Horsch, Project Architect  
 PRINTED NAME AND TITLE  
 4/9/2025  
 DATE

Allegiant Electrical LLC  
 CONTRACTOR *(Firm name)*  
  
 SIGNATURE  
 Morgan Davis, CEO  
 PRINTED NAME AND TITLE  
 4/9/2025  
 DATE

Village of Ballston Spa  
 OWNER *(Firm name)*  
 SIGNATURE  
  
 PRINTED NAME AND TITLE  
 DATE



**CHANGE ORDER**  
ORDER NO: 003

DATE: 4/3/25

PO BOX 146 KINDERHOOK  
NY 12106  
518-655-1400

**JOB: Ballston Spa Public Library - Reading Room Addition**

ALLEGIAN Job NO: 234628

To: Butler Rowland Mays Architects, LLP  
57 West High Street  
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Attn: Richard Horsch

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CHANGE ORDER SUMMARY**

PROJECT: Ballston Spa Public Library - Reading Room Addition

ALLEGIANT JOB NO: 234628

**CHANGE ORDER NO: 003**

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PROJECT SCHEDULE TBD\***

Subtotal	\$3,822
3% Bonds and Insurance	\$115
<b>CHANGE ORDER TOTAL</b>	<b>\$3,937</b>

*Tyler Davis*

Allegiant Electric LLC Project Manager

Date: 4/3/25

**ALLEGIANT ELECTRIC LLC**  
**CHANGE ORDER APPROVAL LETTER**

PROJECT: Ballston Spa Public Library - Reading Room Addition

ALLEGIANT JOB NO: 234628

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---

Firm Name

---

Title

*Tyler Davis*

---

**Tyler Davis, Project Manager**

Date: 4/3/25

---

Date

4-3-2025

***Allegiant Electric, LLC***

Ballston Spa Public Library  
21 Milton Ave  
Ballston Spa, NY 12020



**Subject: Fire System Parts and Programing – Ballston Spa Public Library**

Good Afternoon,

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Please let me know if you have any questions or if I can help in any other way.

Regards,

**Kevin Ryan**  
General Manager - Albany  
Doyle Security Systems

**Scope of Work: Fire System Parts + Programing**

- Doyle to supply the equipment listed below.
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**Equipment**

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PW Labor	Prevalling Wage Installation Labor and Misc. Items	*

**Pricing**

**Parts + Programing Cost:** \_\_\_\_\_ **\$ 895.00**



HZ - LATHAM  
 22 WADE ROAD  
 LATHAM, NY 12110-3518  
 518-785-6677  
 Fax 518-785-3979



# Quotation

QUOTE DATE	QUOTE NUMBER	PAGE NO.
04/03/2025	S127649672	1 of 1
CUST PO#:		
JOB/REL#:	BALLSTON SPA PUBLIC	

QUOTE TO:

SHIP TO:

ALLEGIANTELECTRIC LLC  
 PO BOX 146  
 KINDERHOOK, NY 12106-0146

BALLSTON SPA PUBLIC LIBRARY  
 44 BROAD ST  
 KINDERHOOK, NY 12106-1702

CUSTOMER NUMBER	CUSTOMER PHONE	ORDERED BY	SALESPERSON	
477751	518-655-1400		HOUSE ACCOUNT	
WRITER	SHIP VIA	TERMS	EXPIRATION DATE	FREIGHT EXEMPT
SARAH JEAN DETESO	PICK UP	NET 15TH	05/03/2025	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
100ft	EMT 3/4" X 10'	95.670/c	95.67	
25ea	CRS 651S 3/4" STEEL EMT COMPRESSION CONNECTOR	47.000/c	11.75	
3ea	CRS TP292 4" OCT BOX 2-1/8" DEEP 1/2" & 3/4" KOS	316.120/c	9.48	
100ea	CRS 201 3/4" EMT ONE HOLE CLIP	13.580/c	13.58	
Prices listed on this quotation are subject to change without notice beyond expiration date, include only the equipment listed and do not include any sales tax unless noted otherwise. Expiration date does not apply to commodity pricing which may be subject to change after 24 hours. Special order items cannot be cancelled unless the manufacturer permits cancellation. NOTE, Pricing does not account for potential future U.S. tariffs, which may impact costs. Good-thru		Subtotal	130.48	
		Shipping Chgs	0.00	
		Amount Due	130.48	



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Subtotal	130.48
Shipping Chgs	0.00
Amount Due	130.48





VLLAGE OF BALLSTON SPA SPECIAL EVENTS APPLICATION

Date of Notice: 4/9/25

**EVENT INFORMATION:**

Name, Title and contact information for Event: NATALIA MARTINEZ / PLAY HOLLOW / COORDINATOR

Purpose of Event: village community celebration & business highlights

Name of Event: SUMMER KICK OFF

Location of Event: WISWALL PARK → alt. IRON SPRINGS PARK

Date of Event: 6/22/25 → alt. 6/29/25

Time of Event: 10 AM - 2 PM

Date and Time for Set Up: 6/22/25 8 AM → alt. 6/29/25 8 AM

Date and Time for Take Down: 6/22/25 2 PM → alt. 6/29/25 2 PM

Event Activities: music, kids activities, local vendors

(entertainment, vending, gaming, fireworks, etc. Please attach any additional information. Please be advised that all outside vendors and entertainment shall fill out a vendor permit application)

Name of Owner of Facilities or Property: \_\_\_\_\_

Facilities Manager and contact information: \_\_\_\_\_

Number of people expected to attend event: 200

Will Alcoholic Beverages be served? Yes/No  No Sold? Yes/No  No

Does the Event require Fire/EMT equipment? Yes/No  No

Does the Event require DPW employees? Yes/No  No

**ADDITIONAL REQUIREMENTS:**

Attach Site Map of event, which includes a sketch or map, schedule of events and/or parade routes showing street closures/barricades, booths, beer garden, stage set-up or any other activities relating to the event and event site. Please include street names, boundaries marked on map, placement of any barricades, fencing, tables, tents etc.

Attach other permits (DOH, SLA, etc)

Attach Certificate of Insurance

Attach Hold Harmless

Event Coordinator Signature

4/9/2025  
Date

**SPECIAL EQUIPMENT/ SERVICES REQUESTED:**

Item	Quantity	Details – locations, types, sizes, etc.
Police:		
Traffic control		
Street Closings		
Security (company)		

Streets:		
Barricades	8	
Stop signs		
Traffic cones		

Water:		
Water test		

Sewer:		
Port-a-johns		
Grease barrels		

Electric:		
Power needs		<i>POWER ACCESS FOR VENDORS</i>
Additional power		

Fire/ EMS:		
Fire-fighting equipment		
First aid needs		

Codes:		
Tents -(sizes, certified, stakes covered)		
Access - crowd movement		

Parks:		
Trash cans		
Trash removal		
Parking		

NYS DOT: Road Closure		
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THE HARTFORD  
BUSINESS SERVICE CENTER  
3600 WISEMAN BLVD  
SAN ANTONIO TX 78251

April 9, 2025

The Village of Ballston Spa  
66 FRONT ST  
BALLSTON SPA NY 12020-1713

**Account Information:**

<b>Policy Holder Details :</b>	<b>Play Hollow LLC</b>
--------------------------------	------------------------



**Contact Us**

---

**Need Help?**

Chat online or call us at  
(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/09/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> CLG/PHS 01111111 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> (866) 467-8730	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC#</b>
<b>INSURED</b> Play Hollow LLC 40 FRONT ST BALLSTON SPA NY 12020-1733	<b>INSURER A:</b> Hartford Underwriters Insurance Company	30104
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability	X		01 SBA AN0ZR4	09/01/2024	09/01/2025	EACH OCCURRENCE	\$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	\$4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			01 SBA AN0ZR4	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	
							E.L. DISEASE -EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	Data Breach - Defense & Liab Covg			01 SBA AN0ZR4	09/01/2024	09/01/2025	Limit	\$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. Village of Ballston Spa is additional insured per the Business Liability Coverage form attached to this policy. The Business Liability Coverage Part includes a Blanket Additional Insured By Contract Endorsement, Form SL 30 32.

**CERTIFICATE HOLDER**The Village of Ballston Spa  
66 FRONT ST  
BALLSTON SPA NY 12020-1713**CANCELLATION**

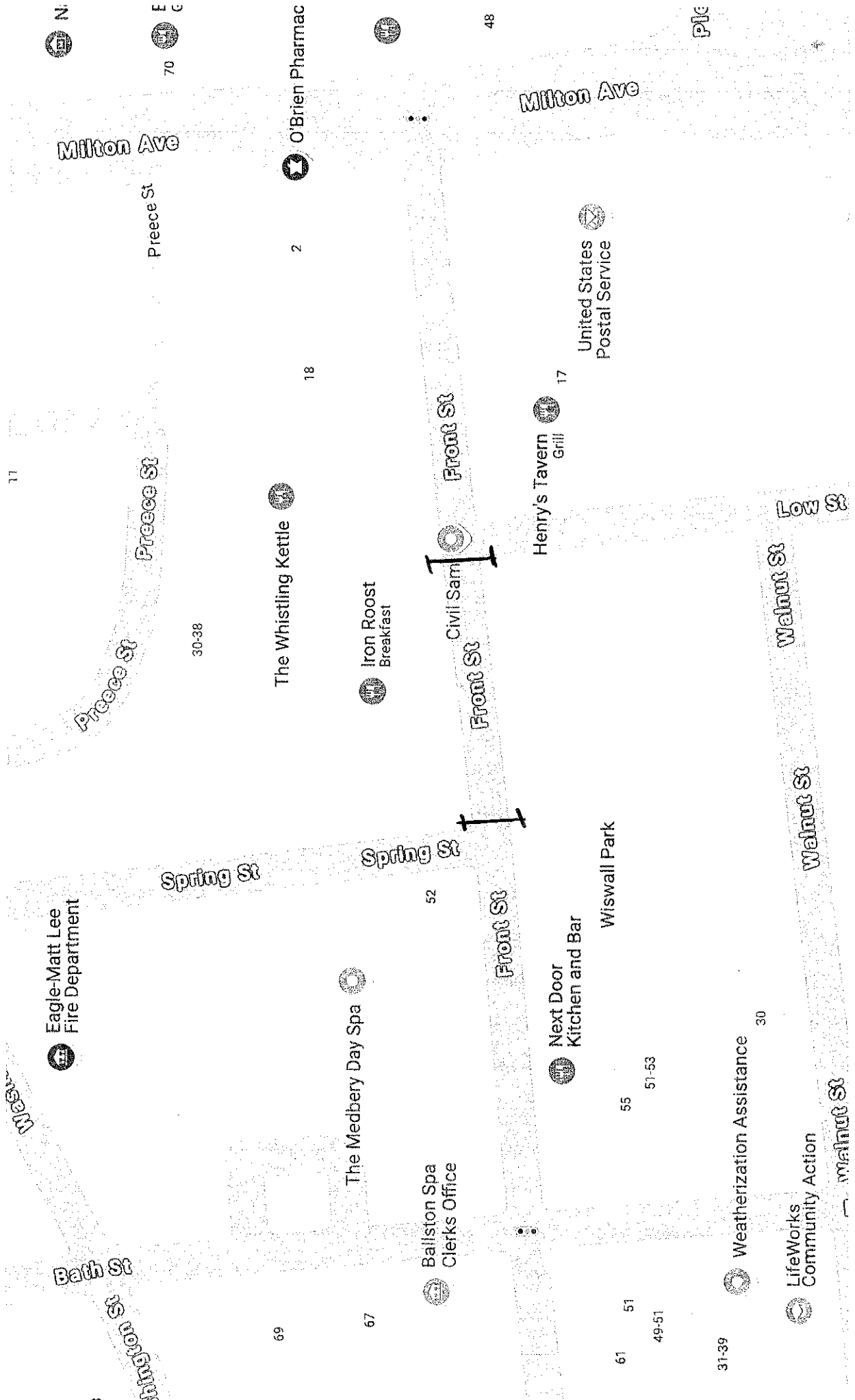
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Suzan J. Castaneda*

© 1988-2015 ACORD CORPORATION. All rights reserved.

PLAN 1



Eagle-Matt Lee Fire Department

Milton Ave

Preece St

Preece St

70 EC

30-38

The Whistling Kettle

O'Brien Pharmac

2

18

Iron Roost Breakfast

Spring St

The Medbery Day Spa

Balliston Spa Clerks Office

52

Civil Sam

Front St

Front St

48

Front St

Next Door Kitchen and Bar

Henry's Tavern Grill

17

United States Postal Service

Wiswall Park

61

55

51

49-51

51-53

31-39

Weatherization Assistance

30

LifeWorks Community Action

Walnut St

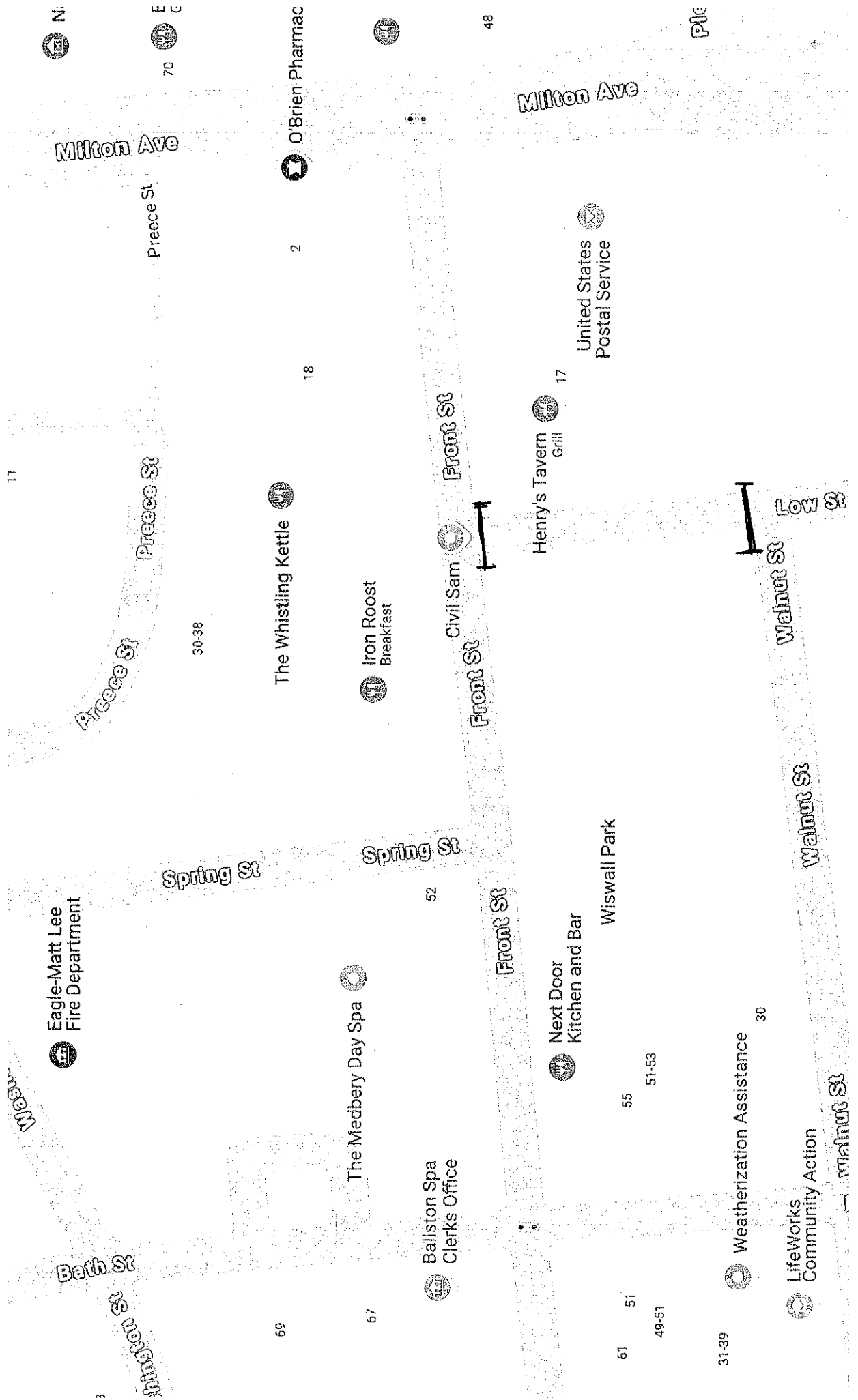
Walnut St

Low St

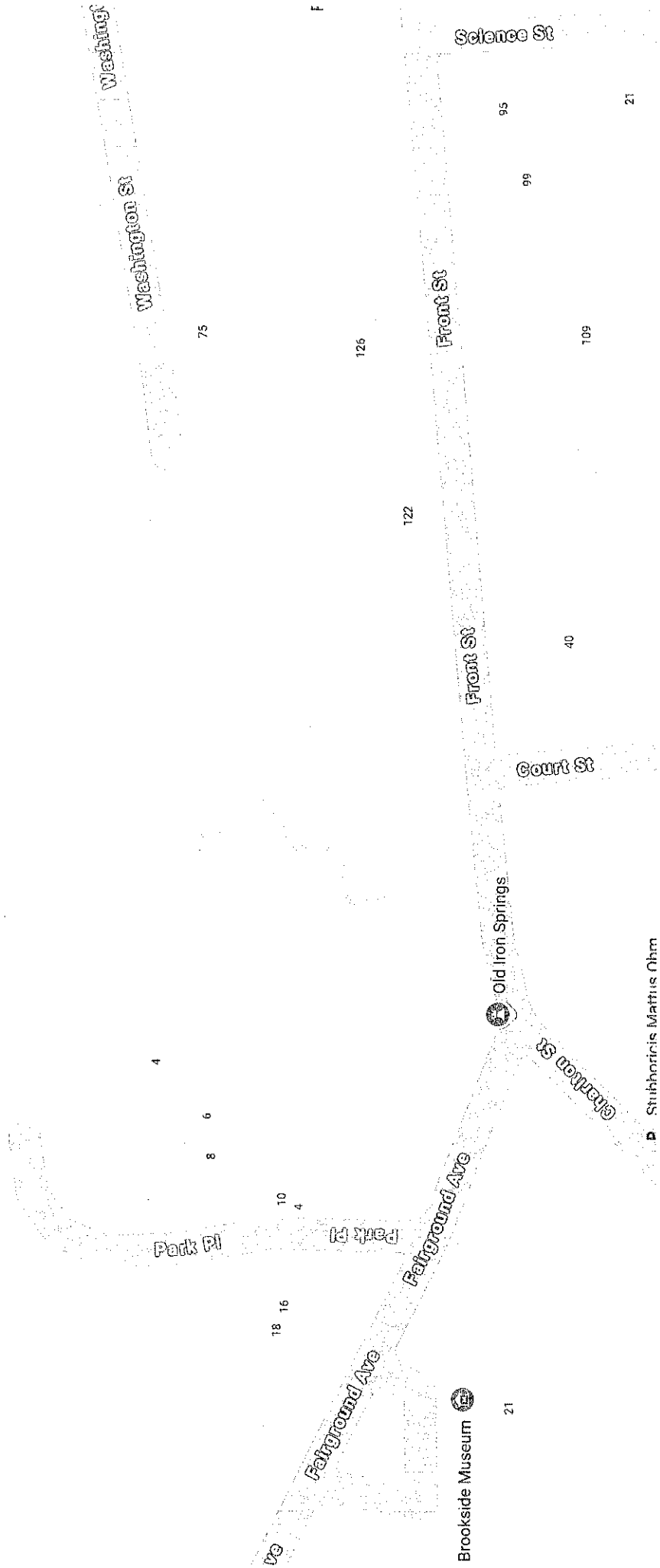
Walnut St

PLC

PLAN 2



PLAN 3





**Tree City USA**  
**An Arbor Day Program**

**OFFICIAL PROCLAMATION**

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, and

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS Arbor Day is now observed throughout the nation and the world, and

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Frank Rossi, II, Mayor of the Village of Ballston Spa, do hereby proclaim that April 25, 2025, is ARBOR DAY in the Village of Ballston Spa, and I urge all citizens to celebrate Arbor Day, this year and every year, and to support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS 14<sup>th</sup> day of April, 2025

Mayor Frank Rossi, II

**VILLAGE OF BALLSTON SPA  
SARATOGA COUNTY, NEW YORK  
\$361,935 Bond Anticipation Notes, 2025**

**PRELIMINARY FINANCING SCHEDULE**

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

<u>Date</u>	<u>Activity</u>
April 24, 2025	➤ Draft Notice of Sale and Supporting Documents to Working Group
May 9, 2025	➤ Notice of Sale Comments Due from Working Group
May 14, 2025	➤ <b>Final Approval of the Preliminary Notice of Sale from the Village</b> (a Village Representative's response is required)
May 15, 2025	➤ <b>Electronic Distribution of the Notice of Sale</b>
May 28, 2025	➤ Sale at 11:00 A.M. at Fiscal Advisors & Marketing, Inc. (Syracuse)
May 29, 2025 - June 8, 2025	<ul style="list-style-type: none"> <li>➤ Time frame in which Closing Documents from Bond Counsel to be received by client.</li> <li>➤ <b>Bond Counsel will correspond with the Village as to when the Chief Fiscal Officer and the Village Clerk will need to be available during this time frame to sign the closing documents.</b></li> </ul>
June 9, 2025	➤ Documents received from Bond Counsel must be delivered to The Depository Trust Company (DTC) on this date. (Only if issue will be closed through DTC)
June 10, 2025	➤ Delivery of Bond Anticipation Note Proceeds

**VILLAGE OF BALLSTON SPA  
SARATOGA COUNTY, NEW YORK  
\$361,935 Bond Anticipation Notes, 2025**

**WORKING GROUP LIST**

**ISSUER**

Frank S. Rossi, II Village Mayor  
Teri L. O'Conner, Village Clerk  
**Village of Ballston Spa**  
66 Front Street  
Ballston Spa, NY 12020

**Telephone**

(518) 992-5122  
(518) 885-5711

**Email**

[mayor@villageofballstonspa.org](mailto:mayor@villageofballstonspa.org)  
[villageclerk@villageofballstonspa.org](mailto:villageclerk@villageofballstonspa.org)

**MUNICIPAL ADVISOR**

Andrew Watkins, CIPMA, Municipal Advisor  
Andrew Schreyack, CIPMA, Financial Analyst/Municipal Advisor  
**Fiscal Advisors & Marketing, Inc.**  
Corporate Headquarters  
250 South Clinton Street, Suite 502  
Syracuse, New York 13202

(518) 992-7035  
(315) 752-0051 x 348

[awatkins@fiscaladvisors.com](mailto:awatkins@fiscaladvisors.com)  
[aschreyack@fiscaladvisors.com](mailto:aschreyack@fiscaladvisors.com)

**BOND COUNSEL**

J. Lawrence Paltrowitz, Esq.  
Tracey Holmes, Administrative Assistant  
**Bartlett, Pontiff, Stewart & Rhodes, P.C.**  
1 Washington  
P.O. Box 2168  
Glens Falls, New York 12801

(518) 792-2117 x440  
(518) 832-6443

[jl@bpsrlaw.com](mailto:jl@bpsrlaw.com)  
[tlh@bpsrlaw.com](mailto:tlh@bpsrlaw.com)

**LOCAL ATTORNEY**

Karla W. Buettner, Principal Attorney  
**Bartlett, Pontiff, Stewart, & Rhodes, P.C.**  
1 Washington Street  
PO Box 2168  
Glens Falls, NY 12801

(518) 832-6451

[kwb@bpsrlaw.com](mailto:kwb@bpsrlaw.com)



Municipal Advisors to Local Governments

CORPORATE HEADQUARTERS  
250 SOUTH CLINTON STREET 1 SUITE 502  
SYRACUSE, NY 13202  
O: (315) 752-0051 x348 1 F: 315-752-0057  
[WWW.FISCALADVISORS.COM](http://WWW.FISCALADVISORS.COM)  
[aschreyack@fiscaladvisors.com](mailto:aschreyack@fiscaladvisors.com)

VILLAGE OF BALLSTON SPA SPECIAL EVENTS APPLICATION

Date of Notice: March 20th 2025

EVENT INFORMATION:

Name, Title and contact information for Event: Liz Biddle, liz@ballston.org

Purpose of Event: Free Movies for the community

Name of Event: BSBPA's Movies in the Park

Location of Event: Wiswell Park or Alternate Old Iron Spring

Date of Event: June 6th (Tue 7th Ramadan) July 11 (July 12 Ramadan), August 1

Time of Event: 6:30pm - 10:30pm

Date and Time for Set Up: June 6, Jul 11, Aug 1st, pending date

Date and Time for Take Down: same dates by 11pm

Event Activities: Free movie to be played on projector, free music, games, trivia @ some showings  
(entertainment, vending, gaming, fireworks, etc. Please attach any additional information. Please be advised that all outside vendors and entertainment shall fill out a vendor permit application)

Name of Owner of Facilities or Property: Village of Ballston Spa

Facilities Manager and contact information: Village of Ballston Spa

Number of people expected to attend event: 250-100

Will Alcoholic Beverages be served? Yes  No  Sold? Yes  No

Does the Event require Fire/EMT equipment? Yes  No

Does the Event require DPW employees? Yes  No

ADDITIONAL REQUIREMENTS:

Attach Site Map of event, which includes a sketch or map, schedule of events and/or parade routes showing street closures/barricades, booths, beer garden, stage set-up or any other activities relating to the event and event site. Please include street names, boundaries marked on map, placement of any barricades, fencing, tables, tents etc.

Attach other permits (DOH, SLA, etc)

Attach Certificate of Insurance

Attach Hold Harmless

Liz Biddle

3/20/25

Event Coordinator Signature

Date



SPECIAL EQUIPMENT/ SERVICES REQUESTED.

Item

Quantity

Details -- locations, types, sizes, etc.

Police:

Traffic control	NA	
Street Closings	NA	
Security (company)	NA	

Streets:

Barricades	NA	
Stop signs	NA	
Traffic cones	NA	

Water:

Water test	NA	
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Sewer:

Port-a-johns	yes	BPA will provide 1 porta potty
Grease barrels	NA	location on Walnut St

Electric:

Power needs	yes	need power supply turned on
Additional power	NA	

Fire/ EMS:

Fire-fighting equipment	NA	
First aid needs	NA	

Codes:

Tents -(sizes, certified, stakes covered)	NA	
Access - crowd movement	NA	

Parks:

Trash cans	NA	
Trash removal	NA/yes	shouldn't be a lot
Parking	NA	

NYS DOT: Road Closure	NA	
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Low St

Front St

Wiswell Park

Walnut St

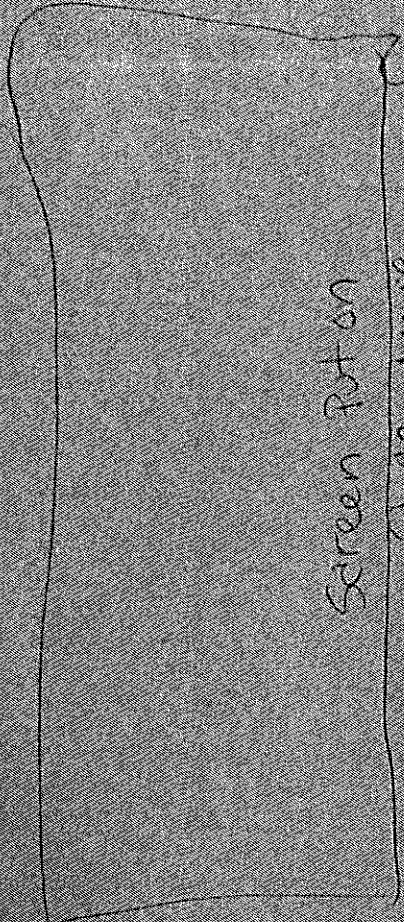
W. 1st St

more projected here

FT St  
Pec



Old Iron  
Spring  
Puck



Screen Put on  
Stage - Move  
Projected here.

Trail

Old Iron Spring



Front St.

# **Treasurer's Report**

## **April 14, 2025**

### Fiscal Year 2026

The tentative budget is set to be approved in the next couple of weeks.

### CHIPS

The Village has received the last of the CHIPS money from New York State on March 3, 2025 in two separate disbursements, one for \$6,681.25 and second amount for \$101,848.45. This was our final amount of money that NYS budgeted for the Village to receive for FY2025

### Banking

The funds that the Village bank account had at Generations Bank was moved to NYCLASS in the early part of April 2025, as approved by the Board of Trustees.

Bank reconciliations have been completed for the month of March 2025 and the reports have been emailed to the Board of Trustees.



Received Date

**Standard Work Day and  
 Reporting Resolution for  
 Elected and Appointed Officials**

Employer Location Code

4 0 1 2 2

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

**RS 2417-A**

(Rev.12/23)

BE IT RESOLVED, that the Village of Ballston Spa / 4/1/22 hereby established the following standard work days for these titles and will

report the officials to the New York State and Local Retirement based on their record of activities: (Name of Employer) (Location Code)

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Anna Stanko	xxxxxxx	xxxxxxx	Zoning Board		8	.39	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Mary Price-Bush	xxxxxxx	xxxxxxx	Board of Trustee		8	2.66	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Bernadette VanDenise-Perez	xxxxxxx	xxxxxxx	BOT- Deputy Mayor		8	5.42	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
<b>Appointed Officials:</b>									
Teri O'Connor	xxxxxxx	xxxxxxx	Clerk		7	20	<input type="checkbox"/>	Weekly	<input type="checkbox"/>
Morrissey, Michael	xxxxxxx	xxxxxxx	Justice		6	6.1	<input type="checkbox"/>	Monthly	<input type="checkbox"/>
Frank Rossi	xxxxxxx	xxxxxxx	Mayor		8	20	<input type="checkbox"/>	Monthly	<input type="checkbox"/>

I, Teri O'Connor (Name of Secretary or Clerk) secretary/clerk of the governing board of the Village of Ballston Spa (Name of Employer) of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_ day of \_\_\_, 20\_\_\_ on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the Village of Ballston Spa on this \_\_\_ day of \_\_\_, 20\_\_\_

(Signature of Secretary or Clerk)  
 (Name of Secretary or Clerk)  
 (Date)

**Affidavit of Posting:** I, Teri O'Connor being duly sworn, deposes and says that the posting of the Resolution began on \_\_\_

and continued for at least 30 days. That the Resolution was available to the public on the: \_\_\_

Employer's website at: \_\_\_

Official sign board at: \_\_\_

Main entrance Secretary or Clerk's office at: 66 Front Street, Ballston Spa

1 1

(seal)



# DRUMMS TURF & SAWMILL LLC

EXPERIENCE YOU CAN TRUST.

883 Route 4 S  
Schuylerville, NY 12871  
(518)580-TURF & (518)583-1168  
[drummsturfservices@gmail.com](mailto:drummsturfservices@gmail.com)

March 18, 2025  
Sod Estimate - Provided by Drumm's Turf and Sawmill LLC.

---

Village of Ballston Spa  
Per Jennifer Moskowitz, Village Administrator  
66 Front Street  
Ballston Spa, NY 12020

518 885 5711  
[villageadmin@villageofballstonspa.org](mailto:villageadmin@villageofballstonspa.org)

Site Address – Wiswall Park, 39 Front Street, Ballston Spa, NY 12020

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Dear Ms. Jennifer Moskowitz,

Thank you for your recent inquiry with Saratoga Sod Farm. Drumm's Turf and Sawmill LLC., as Saratoga Sod's installation representative, will be happy to assist with all your site preparation and sod installation needs. We appreciate the opportunity to work with you on this project.

As discussed, Drumm's Turf and Sawmill can provide the following materials and services. The below services are subject to changes in price depending on availability and if there are any changes in the scope or nature of the work. Prior to installation, we will request a site walk through with our foreman.

Because the below price is an estimate of what work and materials will be needed to complete your job, there are occasions when additional material is necessary. If additional material is required, the cost of this estimate will increase accordingly. We do include a certain percentage to account for waste that occurs as we install, but there are times when more material is needed than originally expected so that we can properly finish an installation. Customer approval is required before ordering additional material or completing additional work.

There are also times when less material is used than originally expected. In that case, there will be no change in our total price. However, you will have the option to have us remove the extra material from the site or to keep it. Please inform your site foreman of your preference during the final walkthrough, if applicable. If they are not informed of your preference, they will decide what to do with the remaining material at their discretion. If you have any questions regarding this, please contact the office directly at (518)583-1168.

---

Addition of 40 yards of topsoil, bring to final grade, addition of starter fertilizer, installation of 15,000 TTTF sod



# DRUMMS TURF & SAWMILL LLC

• Ground prep, sod, and installation	\$16,200.00
• 40 yards of topsoil	\$ 1,600.00
• Addition of starter fertilizer	\$ 300.00
• Tax	\$ 605.50
• <b>Total</b>	<b>\$18,705.50</b>

---

If we arrive on site and must perform more work than originally discussed to properly install the sod, or if we are unable to perform the requested work due to improper site conditions, additional charges may be incurred.

This quote does not include any post installation watering, maintenance, or care. There is no warranty on these products or services. Because of this, we recommend following Saratoga Sod Farm's aftercare and maintenance guidelines.

Also, it is important to note that dog urine will negatively impact the health of your lawn in the long term, if applicable. Immediately watering your lawn after letting your dog out will help dilute the urine and may help prevent browning/yellowing. There is no guarantee that sod will not brown. Any replacements are the sole responsibility of the customer.

Upon the completion of this work, we will ask you to complete a full site walk through with our foreman and sign your completion consent. *All sod must be watered immediately upon installation, to the point of initial saturation, and continued daily for the first few weeks until the sod is firmly rooted.*

Because we require a walk through before and after installation, and because the sod must be watered following installation, we do require that someone be on site for the duration of the installation unless otherwise notified. If someone is unable to be present for the final walk through your absence will assume completion consent and that the site work has been completed to your satisfaction.

Payment is due in full at the time the sitework is completed. Payment will be made directly to Saratoga Sod Farm. They accept cash, check, and all major credit cards. **All checks should be made payable to Saratoga Sod Farm.**

If you agree to the terms of this estimate, please sign and date below:

---

Thank you for considering Saratoga Sod Farm and Drumm's Turf and Sawmill LLC.

Shane W. Drumm



Village of Ballston Spa (sponsoring Ottavia Huang)

66 Front Street, Ballston Spa, NY12020

Attn: Ottavia Huang

March 27, 2025

Congratulations! Saratoga Arts is pleased to inform you that **Village of Ballston Spa (sponsoring Ottavia Huang)** has been awarded a Community Arts Regrant in the amount of **\$4500** for your 2025 Grant Proposal titled, "**Summer Sketch & Print Class: A Nature-Inspired Creative Journey**".

Included in this Grant Award Packet are your **2025 Cultural Services Agreement** (a.k.a. Contract of Agreement), a copy of the **Funding Requirements and Reporting Procedures**, a copy of the **IRS W-9 Form**, and the **Program Schedule Form**. Please return your complete signed Cultural Services Agreement, W-9 Form, and Program Schedule Form by **April 15th, 2025**, either by mail (address below) or email to [ssherry@saratoga-arts.org](mailto:ssherry@saratoga-arts.org). In-person contract signing/paperwork drop-off will be available by request.

**On Sunday, April 27th (4pm-6pm), we will hold a Grantee Awards Ceremony and Celebration at Bookmakers Lounge (232 Broadway Saratoga Springs, NY 12866) to celebrate your award and to distribute checks to funded grantees.** Alternatively, if you are unable to attend the awards ceremony in-person, your funding can be mailed to you after April 27th (dependent upon receipt of your completed paperwork). **\*\*IMPORTANT NOTE\*\*:** *Although we expect that the funding will be available given NYSCA's projected timeline, there is always the possibility that it will be delayed. Saratoga Arts continues to do everything in our power to expedite these much-needed funds and will update you as we get closer if anything changes.*

RSVP information for the Awards Ceremony will be forthcoming. If there are additional contacts from your organization that should receive invitations, please send their names, and email addresses to [ssherry@saratoga-arts.org](mailto:ssherry@saratoga-arts.org).

You may now begin publicizing that you have received a Community Arts Regrant from Saratoga Arts. As a recipient of this grant, you are required to use the following statement and Saratoga Arts logo on all materials, both in print and online, related to the project. The Saratoga Arts logo can be downloaded from our website: [saratoga-arts.org/grantee](http://saratoga-arts.org/grantee).

**Note: awardees are not to use the NYSCA logo.**



Saratoga Arts made this program possible through the Community Arts Regrant Program, funded by the New York State Council on the Arts with the support of the office of the Governor and the New York State Legislature.

Saratoga Arts wishes you much success with your project. Your work creating art and sharing the artistic process enhances community appreciation of the arts, helping to foster a deeper understanding of the relevance and importance of the arts throughout your county.

Sincerely,

Spencer Sherry, Grants Coordinator



**Council on  
the Arts**

Saratoga Arts' Community Arts Regrants are made possible with funding by the New York State Council on the Arts with the support of the office of the Governor and the NYS Legislature



### **CULTURAL SERVICES AGREEMENT**

THIS AGREEMENT, dated **April 2<sup>nd</sup>, 2025** between **Saratoga Arts** (herein-after referred to as "SA"), located at 320 Broadway, Saratoga Springs, NY 12866 and: **Village of Ballston Spa (sponsoring Ottavia Huang)**, (herein- after referred to as "Grantee")

#### **WHEREAS:**

- The New York State Council on the Arts (herein-after referred to as "NYSCA") has appointed SA to administer the Community Arts Regrant Program for Saratoga, Fulton, and Montgomery Counties and granted it funds to do so;
- This program distributes grants of up to \$5,000 to non-profit organizations or up to \$3,000 to individual artists for arts and cultural programs;
- SA has established a process by which applications for those grants are evaluated by a disinterested panel;
- Grantee has presented to SA a proposal for cultural services (herein-after referred to as the "Project") to be provided under this program;
- The grant review committee has recommended that your proposal be funded.

#### **THEREFORE, SA AND Grantee AGREE AS FOLLOWS:**

- 1. Services to be Performed.** Grantee agrees to implement the Project, ***Summer Sketch & Print Class: A Nature-Inspired Creative Journey***, as described in Grantee's application and according to the terms of this Agreement.
- 2. Period Covered.** Grantee will perform these services, beginning no earlier than January 1, 2025, and ending no later than December 31, 2025.
- 3. Promotion.** Grantee is responsible for the promotion of the Project. This includes flyers, posters, ads, press releases, digital promotion etc. Please visit [www.saratoga-arts.org/grantee](http://www.saratoga-arts.org/grantee) for complete details.
- 4. Acknowledging This Support.** A condition of the grant is that you use the following statement and Saratoga Arts logo on all publicity and promotional materials (print, email, website, social media, and press releases) related to the project (SA's logo can be downloaded from [www.saratoga-arts.org/grantee](http://www.saratoga-arts.org/grantee))



Saratoga Arts made this program possible through the Community Arts Regrant Program, funded by the New York State Council on the Arts with the support of the office of the Governor and the New York State Legislature.

Awardees are not to use the NYSCA logo or imply that their project received a grant directly from NYSCA; acknowledgments of this grant must only take the above form.

The Grants Coordinator will inform the Grant Review Panel of each applicant's adherence to these acknowledgment requirements for their consideration when recommending future awards; failure to follow these requirements may endanger future funding or result in reduced awards.

- 5. Reports Required.** Grantee will compile Final Report and Financial Statement which are due within 30 days of the completion of the Project.
- 6. Changes in Your Ability to Perform Service.**
  - a. Grantee will inform SA immediately in writing if there is any change in your ability to implement the Project as proposed in your application, including any change in: the program, the schedule of events, the costs of the Project, or your personnel.
  - b. SA can decide whether, in its judgment, Grantee is capable of providing any additional services beyond that which Grantee agreed to in this Agreement because of these changes, whether Grantee will not have to perform some of the services in this Agreement, or whether the total amount SA pays you in this Agreement may be reduced.
  - c. If SA decides that the change will impair Grantee's ability to implement the Project, SA may terminate the

Agreement.

7. **Cost Records.** Grantee will keep complete, accurate, and up-to-date records of all income and expenses connected with the Project, including all receipts for all grant-related expenditures. While this Agreement is in force, and at any time within three years after it ends, Grantee will make these records available on request to SA or any persons authorized by Saratoga Arts for a review and audit.
8. **NY Law Applies.** This Agreement will be governed by the Laws of New York State.
9. Agency: Third Parties: Assignment.
  - a. Grantee is not authorized to act as an agent for the Community Arts Regrant Program, SA or NYSCA, and Grantee will not borrow money or incur debts on behalf of these groups.
  - b. Nothing in this Agreement gives or creates rights or claims for third parties who did not sign this Agreement.
  - c. Grantee will not assign the Agreement or transfer it, without first obtaining the written consent of SA.
10. Termination of Agreement.
  - a. SA can terminate this Agreement as provided in #6-C above.
  - b. In addition, SA can terminate this Agreement if it determines that Grantee:
    - i. has misrepresented any fact or given SA any false or misleading information in your application, supporting materials, or reports;
    - ii. has used any of the funds paid to Grantee under this Agreement for purposes other than the Project described in Section 1;
    - iii. has failed to keep records or provide any records or reports which are required by SA;
    - iv. has failed to acknowledge SA as required in Section 4;
    - v. has failed to comply with any other requirement of this Agreement;
    - vi. will be unable to perform satisfactorily all or any part of the Project or requirements of this Agreement.
  - c. In addition, SA may require Grantee to refund any payments, which Grantee have already received under this Agreement, under the conditions outlined in #10-B.
  - d. If SA decides that ending this Agreement is in the best interest of SA, NYSCA, or the State of New York, it may end the Agreement by giving Grantee written notice.
11. **This Agreement.** This Agreement consists of the application and supporting materials which Grantee has submitted and embodies the understanding between SA and Grantee. No promise or agreement, which is not contained in this Agreement, will have any legal effect. No change in this Agreement will have any legal effect unless it is in writing and signed by SA and Grantee. This Agreement will be in effect and will be legally binding only when it is signed by the SA Executive Director.
12. **Liability.** Grantee agrees to hold harmless and indemnify SA, NYSCA, and the State of New York from any personal and/or property damage claims resulting from your fulfillment of this agreement.
13. **Tax Information.** Grantee agrees to provide SA a completed and signed IRS Form W-9 as a condition of payment.
14. **Payment.** For accepting the terms of this agreement, SA will pay Grantee the sum of **\$5000** to be used for artistic-related expenses for the Project described in Section 1.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement:

Saratoga Arts (SA)

2025 Community Arts Regrant

PRINT NAME: \_\_\_\_\_  
TITLE: Grant Recipient,  
(or representative of)

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: **Amy Bloom**

TITLE: Saratoga Arts, Executive Director

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

*The Community Arts Regrant Program (including Individual Artists, Arts Education & Community Arts Grants) is a program of Saratoga Arts, made possible with funding from the New York State Council on the Arts with the support of the Office of the Governor and the New York State Legislature.*

Dewatering Solutions  
84 Floodgate Road, Bridgeport, NJ 08014  
Tel +1.856.467.3636



Sales Rep Name: Matthew Moselle  
Return Via email to: matthew.moselle@xylem.com  
Branch Location: (City, State)

CREDIT APPLICATION - PART 1

Company Name / Trading As Village of Ballston Spa  
Billing Address 166 Front Street  
City Ballston Spa County Saratoga State NY Zip 12020  
Email Address for Invoice Submission deputytreasurer@ballstonspa.gov Web Portal for Invoice Submission? YES  NO  *If yes, supply instructions with credit application*  
Physical Address 166 Front Street City Ballston Spa County Saratoga State NY Zip plus 4 12020  
Business Ph (518)885-5711 Business Fax # (518)670-2807 DUNS # \_\_\_\_\_

Ownership:  Corporation  Partnership  Individual  Other (specify) Municipality

Number of years in Business: \_\_\_\_\_ Number of years at this Address \_\_\_\_\_ Credit Limit Requested \$ \_\_\_\_\_

List Nature of your Business: Municipality Affiliated Companies: \_\_\_\_\_

Please Note: A security agreement or personal guarantee may be required.

Federal Tax I. D. # 14-6002075 Social Security # \_\_\_\_\_

Are Purchase Orders Required? Yes  No   
Sales Tax Exempt? Yes  No

IMPORTANT:  
Sales tax exemption will not be allowed on your account unless Xylem has on file your current and valid certificate(s) for such exemption.

If you are claiming Sales Tax Exemption, please check all boxes that apply and include a copy of your Sales Tax Exemption Certificate for each state you hold an exemption in with this application.

Resale  Manufacturing / Mining  Contractor / - Permanent Installation  
 Farming  Direct Pay Permit Holder  Government / Exempt Organization  
 Specified Jobs Only  Other Explain: \_\_\_\_\_

**SALES TAX EXEMPTION:**  
We understand that a sales tax exemption will not be allowed on our account unless Xylem Dewatering Solutions, Inc. shall have on file our current and valid certificate for such exemption.  
We further agree that we are obligated to pay any amounts not allowed by the respective state or local government and that such amounts shall be paid in full upon notification that said exemption has been disallowed.  
This payment obligation shall be without regard as to whether or not we have previously filed any tax exemption certificate(s) with Xylem Dewatering Solutions, Inc.



Principal Owner or Officers are:

Owner/President: Frank S. Rossi, II

Treasurer: Melissa McCann Purchasing Agent

Accounts Payable EMAIL: deputytreasurer@ballstonspa.gov Accounts Payable Contact: Rebecca Little

Banking Information:

Name of Bank: Adirondack Trust Phone #: (518)

Address: 224 Church Ave City: Ballston Spa State: NY Zip: 12020

Account #: \_\_\_\_\_ Contact Name: \_\_\_\_\_

List Four Suppliers for use as References (No Leasing, Finance Companies or Subcontractors please)

Company Name	City, State	Phone #	Fax #
(1) <u>Pace Analytical</u>	<u>Ballston Spa, NY</u>	<u>518-884-0800</u>	
(2) <u>Curtis Lumber</u>	<u>Chicago, IL</u>	<u>518-885-5311</u>	
(3) <u>Al Sign Co.</u>	<u>Ballston Spa, NY</u>	<u>518-399-9291</u>	
(4) <u>Schaeffer's</u>	<u>Burnt Hills, NY</u> <u>St Louis, MO</u>	<u>800-325-9962</u>	

This application and its terms and conditions supercedes any pre-printed credit reference forms you may have supplied to us. The information provided to Xylem Dewatering Solutions, Inc. on this application by the applicant(s) and any other information attached to this application including financial statements is warranted to be accurate, complete and true. Xylem Dewatering Solutions Inc. is authorized to investigate the applicants credit and to ask questions about its credit experiences with applicant.

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

### CUSTOMER ACCOUNT TERMS & CONDITIONS

- \*We agree to standard terms of payment extended to us by Xylem Dewatering Solutions, Inc., which will be Net 30 days from date of invoice.
- \*We understand and agree to pay Xylem Dewatering Solutions, Inc., late charges at the rate of 1-1/2% per month (18% per annum) on any invoice not paid within the above terms. We understand that Xylem Dewatering Solutions, Inc. reserves the option of refusing further charges against our open account should the account become past due.
- \*We agree that should it become necessary for Xylem Dewatering Solutions, Inc. to pursue legal remedy, we will pay all costs which Xylem Dewatering Solutions, Inc., shall incur due to our failure to live up to this agreement.

**INSURANCE:**

\*We understand that Insurance for any equipment rented from Xylem Dewatering Solutions, Inc., is CUSTOMER'S responsibility.

\*We agree to pay to Xylem Dewatering Solutions, Inc., within 30 days for any loss which may occur regardless of the nature of such loss, whether insured or not.

\*We agree at the time of such loss to file the necessary police reports, insurance claims, etc., and to immediately advise Xylem Dewatering Solutions, Inc., as to the disposition of the same together with the name of our insurance carrier, address, policy number, etc.

\*We agree that we are responsible, even though insured, for any amount not paid by our insurance carrier, including but not limited to such things as deductibles, depreciation, or any other amount which might be denied by our insurance carrier up to and including the full replacement value of the equipment.

Initial here indicating acceptance and understanding of above insurance paragraph:

**WE UNDERSTAND ALL OF THE ABOVE TERMS AND CONDITIONS AND AGREE TO COMPLY WITH THE SAME**

Authorized Signature of Company Officer or Owner: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

MUST BE SIGNED BY COMPANY OFFICER OR OWNER



# TMC



**LAWNS ♦ LANDSCAPE ♦ SNOW REMOVAL**  
PO Box 2685 ♦ MALTA, NY 12020

**518-688-4448**

## ESTIMATE / INVOICE N<sup>o</sup> 2027

SERVICE DATE:	3/31/25
SOLD TO:	Village of Ballston SPA
ADDRESS:	
CITY/STATE/ZIP:	
CELL PHONE:	
EMAIL:	

QTY	SERVICES	HOURS	EACH	AMOUNT
	Westwind Hills Pump Station			
	Colonial Hills Water Tower			
	John Street Water Tower		Season	\$3025-
	Lowet Street Pump Station			
	Rowland Street Pump Station			
	Kelly Park + Blisdon Hill Triangle		Season	\$4225-
	Swimming Pool Area			
	Utrons Memorial / Library			
	Wasswall Park		Season	\$2225-

### NOTES

\* 2 Million Dollar Ins. Policy

Subtotal	\$
Sales Tax	\$
Grand Total	\$
Deposit	\$
Balance Due on Day of Completion	\$

APPROVAL TO  
PROCEED WITH  
WORK DESCRIBED

	DATE
--	------

**50% DEPOSIT REQUIRED AND BALANCE DUE ON DAY OF COMPLETION**



# TMC



**LAWNS ♦ LANDSCAPE ♦ SNOW REMOVAL**  
PO Box 2685 ♦ MALTA, NY 12020

**518-688-4448**

## ESTIMATE / INVOICE N<sup>o</sup> 2028

SERVICE DATE:	3/31/25
SOLD TO:	Village of Ballston Spa
ADDRESS:	
CITY/STATE/ZIP:	
CELL PHONE:	
EMAIL:	

QTY	SERVICES	HOURS	EACH	AMOUNT
	Frederick Lane Circle			
	Roxwood Court Circle			
	Franklin Street Circle		Season	\$1525-
	Kateen Drive Circle			
	END of Thompson Street			
	Hamilton Street (Both Ends)			
	Charlton Street By Garage		Season	\$1875-
	Old Iron Springs			
	Village office			
	Village side East Highland Hyde		Season	\$710

NOTES

Subtotal	\$
Sales Tax	\$
Grand Total	\$
Deposit	\$
Balance Due on Day of Completion	\$

APPROVAL TO PROCEED WITH WORK DESCRIBED

	DATE
--	------

**50% DEPOSIT REQUIRED AND BALANCE DUE ON DAY OF COMPLETION**



# TMC



**LAWNS ♦ LANDSCAPE ♦ SNOW REMOVAL**  
PO Box 2685 ♦ MALTA, NY 12020

**518-688-4448**

## ESTIMATE / INVOICE N° 2029

SERVICE DATE:	3/31/25
SOLD TO:	Village of Ballston Spa
ADDRESS:	
CITY/STATE/ZIP:	
CELL PHONE:	
EMAIL:	

QTY	SERVICES	HOURS	EACH	AMOUNT
	Maple Avenue Sewer Pump Station			
	Greyser Road Pump Station		Season	\$ 1225 -
	Colonial Hills Pump House			
	Victory Circle Green space			
	Green Space near Dunkin Donuts		Season	\$ 3900 -
	Colonial Hill Entrance (East+West)			

**NOTES**  
 \* Mowing for the 2025 Season  
 \* 2 million Dollar Insurance Policy

Subtotal	\$
Sales Tax	\$
Grand Total	\$ 18710 -
Deposit	\$
Balance Due on Day of Completion	\$

APPROVAL TO PROCEED WITH WORK DESCRIBED

	DATE
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**50% DEPOSIT REQUIRED AND BALANCE DUE ON DAY OF COMPLETION**