

**AGENDA**

**Board Meeting  
Village of Ballston Spa  
May 8, 2023  
Zoom Log in ID: 88902961300 Password: 380778**

**1) Call to Order**

**2) Pledge to the Flag**

**3) Minutes**

**a) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the minutes of the 04/6/23 special meeting be approved.**

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**b) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the minutes of the 04/10/23 meeting be approved.**

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**c) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the minutes of the 04/24/23 meeting be approved.**

**4) Mayor Announcements**

**5) Liaison Reports**

**6) Treasurer's Report**

**7) Presentation**

**a) E-3 Energy Management (Phil Caliendo / Peter Schmitt)**

**8) Old Business**

**a) Remote Participation by Board Members Due to Illness (Trustee VanDeinse-Perez)**

**9) New Business**

**a) Discussion of Trustee Baskin's Proposed "Village Events Committee" (Mayor Rossi)<sup>1</sup>**

**10) Public Comment (5-Minute Limit per Speaker)**

**11) Board Comments, Questions, & Concerns**

**12) Agenda Items for Consideration**

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<sup>1</sup> Due to the nature of the topic, a public comment session specific to this topic will be held, with speakers being permitted two minutes to speak.

a) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the property owner for the property located at 40 Glen Street be given permission to tap into the Village water and sewer system. (Requested by Mayor Rossi)

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b) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that The Saratoga County Agricultural Society be granted permission to hold the Annual Saratoga County Fair at the Saratoga County Fairgrounds from 7/18/23-7/23/23. (Requested by Mayor Rossi)

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c) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that Eagle-Matt Lee Fire Co. #1 be authorized to expend the amount of \$5,465.78 for nozzles, hooks, and a pro bar. (Requested by Trustee VanDeinse-Perez)

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d) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the DPW's 1992 Athey H-10 Street Sweeper as surplus equipment. (Requested by Mayor Rossi)

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e) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the DPW be authorized to sell the Athey H-10 Street Sweeper to The Town of North Greenbush Highway Dept. for \$6,800.00. (Requested by Mayor Rossi)

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f) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ to request Village engineer (Labella Associates) to provide a proposal with scope of work and fee to replace the existing sewer infrastructure located within Wiswall Park, including, but not limited to: design of new infrastructure, development of plans and construction estimate, provide contract bid documents, administer contract bid and award process, and provide construction support/inspection services as needed using funds provided from the American Rescue Plan Act to the village. (Requested by Trustee Raymond)

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g) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that Alex Funciello, Kevin Dillon, Trustee Elizabeth Kormos, Peter Martin, Trustee Bernadette VanDeinse-Perez, Mayor Frank Rossi, Jr., and Lawrence Ryan be appointed to the Revenue Advisory Committee (RAC) and that the committee be charged with reviewing and making recommendations to the Board of Trustees following the attached charter. (Requested by Trustee Kormos)<sup>2</sup>

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<sup>2</sup> Note that this composition of membership has been flagged by our Village Attorney: "[T]his committee cannot continue with these members. There are three village board members on this committee, which, as you know, cannot occur without it becoming a meeting of the Board of Trustees." No further instructions were provided prior to publication of this Agenda by the members of the Board. If any changes are proposed prior to the meeting, this Agenda will be amended accordingly.

h) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ to engage the services of Danziger & Markhoff LLP (“D&M”) to perform GASB #75 actuarial services for the Village’s OPEB (post-employment benefit program) calculation at the rate of \$3,650, and authorizing the Mayor to execute related document(s), as necessary. (Requested by Mayor Rossi)

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i) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ approving the Labella Associates proposal for professional services related to the Village’s DPW garage repairs, and authorizing the Mayor to execute the agreement. (Requested by Mayor Rossi)

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j) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that Donald Traver be approved as Assistant to the Deputy Treasurer for the Village of Ballston Spa, effective May 8, 2023. His role shall be in a part-time capacity and shall conclude 30 days after the appointment of a new Treasurer. His pay shall not exceed \$15.00 per hour. (Requested by Mayor Rossi)

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k) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that Barbara Bartlett be approved to provide accounting assistance for the Village of Ballston Spa, effective May 8, 2023. Her role shall be in a part-time capacity (with services provided based on her availability) and shall conclude upon future approved motion from the Board. Her pay shall not exceed \$30.00 per hour. (Requested by Mayor Rossi)

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l) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ that the Memorandum of Agreement between the Village of Ballston Spa and Ballston Spa Police Benevolent Association be approved, and authorizing the Mayor to execute the Memorandum of Agreement and any subsequent documents to memorialize the new contract consistent with the terms of the Memorandum of Agreement. (Requested by Mayor Rossi)

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m) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ authorizing the transfer of funds from the following accounts to the recently approved Fire Reserve account for the specific purpose of purchasing Firetrucks: A-3410-004-00 - \$30,074.97; A-3411-004-00 - \$49,825.69; A-3412-004-00 - \$41,140.94; & A-3413-004-00 - \$2,840.55. (Requested by Mayor Rossi)

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n) Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ to create an official Village Board Events Committee, in accordance with the following charter:

**“BALLSTON SPA EVENTS COMMITTEE CHARTER**

**Mission Statement:** The mission of the Events Committee is to help foster and advance village-sponsored, community-wide events for the enjoyment of village residents, and to promote a sense of community and civic engagement.

**Duties of the Committee:**

- 1) Make recommendations to the Village Board regarding the expenditure of funds and the design and implementation of village-sponsored events.
- 2) Help identify internal and external resources and partnerships that can be utilized to increase the quality and quantity of community events, including diverse funding sources, material resources, and volunteers.
- 3) Assist in the implementation of village-sponsored community events.
- 4) Evaluate and provide feedback to the board on events, for continuous improvement.

**Committee membership - The Committee will consist of 7 members. Members are not required to be Village residents but preference will be given to those who are. Initial terms will be given for 1, 2, and 3 years with subsequent appointments for 3-year terms. The Committee members and Chair will be chosen per the Village of Ballston Spa Committee policy that was approved 10/11/22. Members of the committee shall disclose to the board of trustees any personal financial interest in any project considered by the committee. The Chairperson, who is chosen by the committee membership, will have a term of two years.**

**Open Meetings /public disclosure:**

All meetings that include a quorum of the committee will be noticed on the Village’s meeting calendar, Village website and Village social media pages. Committee meetings will be open to the public and provide the opportunity for public comment. Agenda and minutes will be at the discretion of the committee. Committees must meet either in person or by videoconferencing/webinar format.”  
(Requested by Trustee Baskin)

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o) Additional motions to be provided related to Sidewalk Code public hearing, Sidewalk Code SEQRA, Comprehensive Plan referral to Saratoga County Planning Board, and Comprehensive Plan SEQRA will be added to an amended version of this Agenda when they become available. Related documents are provided in the attachments.

13) Other Business

14) Executive Session (If Needed)

15) Adjournment/Voucher Audit:

Motion made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, that the Vouchers be audited and the meeting adjourned at \_\_\_\_ pm.

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|------------------|---------------|
| General Fund     | \$ 53,213.23  |
| Sewer Relevy     | 2,387.68      |
| Capital Projects | 27,070.00     |
| Library Fund     | 3,198.58      |
| Trust & Agency   | <u>700.19</u> |
| Total            | \$ 86,569.68  |