

AGENDA

**Board Meeting
Village of Ballston Spa
October 11, 2022**

Zoom Log in ID: 88902961300 Password: 380778

1) Call to Order

2) Pledge to the Flag

3) Minutes - Motion made by Trustee _____, seconded by Trustee _____ that the minutes of the 09/26/22 meeting be approved.

4) Mayor Announcements

5) Liaison Reports

6) Treasurer's Report

7) Presentations

a) Ballston Spa Elks Lodge #2619 (Proposed Renovations & Grant Opportunities)

b) Greenlight Networks (Village-wide Fiber Installation – Casey Henninger)

8) Old Business

a) Arts Contracts (Trustee Baskin)

9) New Business

10) Public Comment #1 (3-Minute Limit per Speaker)

11) Agenda Items for Consideration

a) Motion made by Trustee _____, seconded by Trustee _____ that the attached budget transfers be approved. (Requested by Mayor Rossi)

b) Motion made by Trustee _____, seconded by Trustee _____ that Eagle-Matt Lee Fire Co. #1 be authorized to expend the amount of \$1,250.00 for a smoke machine. (A3411.2) (Requested by Trustee VanDeinse-Perez)

c) Motion made by Trustee _____, seconded by Trustee _____ that that Union Fire Co. #2 be authorized to expend the amount of \$1,250.00 for a smoke machine. (A3412.2) (Requested by Trustee VanDeinse-Perez)

d) Motion made by Trustee _____, seconded by Trustee _____ that the Fire Chief be authorized to expend the amount of \$2,250.00 for a fast board. (A3410.2) (Requested by Trustee VanDeinse-Perez)

e) Motion made by Trustee _____, seconded by Trustee _____ that the Village approves the purchase of a 2021 Dodge Durango Pursuit vehicle under a municipal lease (purchase is for the Fire Department). Details of this purchase are attached (A.3410.2) (Requested by Trustee VanDeinse-Perez)

f) Motion made by Trustee _____, seconded by Trustee _____ that the Mayor be authorized to sign the municipal lease agreement for the Fire Department's 2021 Dodge Durango. (Requested by Trustee VanDeinse-Perez)

g) Motion made by Trustee _____, seconded by Trustee _____ to send the Park and Tree Board letter on Village tree management to all Village addresses using money from the Community Forest Management Grant. (Final Version Pending) (Requested by Trustee Baskin)

h) Motion made by Trustee _____, seconded by Trustee _____ that the resignation of Julia Smith be accepted effective October 14, 2022, for the positions of Treasurer, Deputy Clerk, and Deputy Registrar of Vital Statistics. (Requested by Mayor Rossi)

i) Motion made by Trustee _____, seconded by Trustee _____ that Donald Traver be approved as Interim Treasurer for the Village of Ballston Spa, effective October 17, 2022. His role shall be in a part-time capacity and shall conclude after the training of the Village's next appointed Treasurer is completed. His pay shall not exceed the equivalent of Julia Smith's salary on an hourly basis for the hours he works. (Requested by Mayor Rossi)

j) Motion made by Trustee _____, seconded by Trustee _____ that the resignation of Denise Bardino be accepted effective October 18, 2022, for the position of Senior Account Clerk/Typist. (Requested by Mayor Rossi)

k) Motion made by Trustee _____, seconded by Trustee _____ that the Mayor be authorized to execute agreements related to the hiring of temporary and/or employees to fill the duties of Receptionist, Data Entry, and/or Deputy Clerk to assist in providing Village Office Building coverage in the absence of Denise Bardino and Julia Smith. (Requested by Mayor Rossi)

l) Motion made by Trustee _____, seconded by Trustee _____ approving the event permit for Ribbon Café (Kevin Myers) called “Bringing Comfort and Joy to Cancer Warriors” on Saturday, December 3, 2022, from 11am - 3pm, with closure of the Alleyway next to Ribbon Café and of Prospect St. between Thompson St. and Milton Ave. required (with limited DPW overtime required for the placement and removal of Jersey barricades on the Thompson St. side of the shutdown). Permit will be issued upon provision of insurance certificate to Village. (Requested by Mayor Rossi)

m) Motion made by Trustee _____, seconded by Trustee _____ approving the provision of water to the Iron Springs housing development in the Town of Milton (outside the Village of Ballston Spa) with the following requirements: 1) the water main extension serving the project shall remain in the possession of the development ownership until such time that a water district be created and approved by the Town of Milton related to the development; 2) such a water district shall be applied for within two months of the execution of an agreement related to this provision of water; 3) deed restrictions will be utilized to ensure payment to the Village for water provision; and 4) other terms required in the opinion of the Village Attorney needed to protect the Village now and in the future. The Mayor shall be authorized to execute any agreements related to this motion after approval by the Village Attorney. (Requested by Mayor Rossi)

n) Motion made by Trustee _____, seconded by Trustee _____ to adopt the “Village of Ballston Spa Committee Policy.” (See below¹; Requested by Trustee Kormos)

“Village of Ballston Spa Committee Policy

Any committee, board, or other ad hoc group (hereafter collectively referred to as “committee”), that is not already described in Village code, including committees, boards, and ad hoc groups required for grants, or that is convened for the purpose of generating recommendations to the Village Board, or results in actions to be taken by the Village Board, shall have its membership and responsibilities determined by the Village Board as follows:

Recruiting Members:

1) Village staff will publicize via village email, the village web site and social media that members are sought, with a description of purpose and duties.

2) Potential committee members will provide to the village clerk a brief email or letter of interest that includes their background and why they want to be on the committee. People have ten business days from the posting to respond.

¹ Please note: the Board received extensive proposed edits and comments concerning this proposed Policy, but no Board member responded to a request for guidance as to what version to use, if any, for this Agenda by 1pm on Friday afternoon. As such, the originally proposed version from Trustee Kormos has been placed on the Agenda.

Board Responsibilities:

- 1) Village board majority will approve the purpose of committee, duties, and the maximum number of people on the committee
- 2) Each village board member gets to pick an equal number of committee members from the pool of applicants. If an odd number, extra picks go first to mayor, then board members in order of seniority. Members will be chosen based on qualifications.
- 3) The board, through majority vote, may alter the above procedure due to time constraints, the need for additional recruitment, or other pertinent reason(s) agreed to by the majority of the board. Grant-related committees formed using an expedited process due to time constraints will go through the standard process once the grant is awarded, and the duties and composition may be modified.

Committee Responsibilities

- 1) Committees shall have the right to appoint their own chair. If no chair is identified, then the village board will choose the chair.
- 2) Committees will work with village hall staff to have their meetings posted on the website and on social media at least 72 hours ahead of the meeting. Committees 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 on Zoom.

Clarification - any Village Board member can form their own ad hoc committees, but these committees will serve no official Village Board function.”

12) Other Business

13) Public Comment #2 (3-Minute Limit per Speaker)

14) Board Comments, Questions, and Concerns

15) Executive Session (Attorney Updates/Advice)

16) Adjournment/Voucher Audit:

Motion made by Trustee _____, seconded by Trustee _____, that the Vouchers No. 22-01983 to 23-00892 be audited and the meeting adjourned at _____pm.

Vouchers-

General Fund	\$ 111,129.19
Sewer Relevy	836.39
Library Fund	2,783.56
Trust & Agency	<u>1,233.14</u>
Total	\$ 115,982.28