

ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF BALLSTON SPA, NY
held on April 4, 2022

Call to Order

Pledge of Allegiance

1) BOARD MEETINGS

A) Voice Vote

Motion made by Trustee _____, seconded by Trustee _____ that the Board of Trustees be polled on all resolutions on the basis of a voice vote except when specifically requested and required, at which time the vote will be verbally cast as either "yes" or "no".

The regular meetings of the Board of Trustees be held on the second and fourth Mondays of each month at 7:00pm. The meeting may be changed to the following day at the discretion of the Mayor. Meetings will be located at 21 Milton Avenue (Lower Conference Room of the Ballston Spa Public Library) and via Zoom teleconference.

Special meetings be called by the Mayor or two trustees acting together, that upon being notified of the Special meeting the Village Clerk shall notify remaining members of the Board by telephone and the Clerk shall provide notice of the meeting to the news media and to the public as prescribed by the Open Meeting Law. Also, the Clerk is to notify the members by phone and shall verify if members cannot attend, with the other members.

The Zoning Board of Appeals shall meet on the final Wednesday of each month at 21 Milton Avenue (Lower Conference Room of the Ballston Spa Public Library), when agenda items exist.

The Planning Board shall meet on the second Wednesday of each month at 21 Milton Avenue (Lower Conference Room of the Ballston Spa Public Library), when agenda items exist.

B) Motion made by Trustee _____, seconded by Trustee _____ that the Board of Trustee adopt the Rules of Procedure. (attached)

2) GENERAL RESOLUTIONS

A) Training

Motion made by Trustee _____, seconded by Trustee _____ that:

WHEREAS, there is to be during the coming official year a.) the New York Annual Conference of Mayors Annual Meeting and Training School; b.) New York State Conference of Mayors Fall Training School for Finance Officers and Municipal Clerks; as well as Schools for Department of Public Works Working Supervisors; and

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of their meetings, conferences or schools benefits the municipality.

NOW THEREFORE BE IT RESOLVED:

Section 1. The Village Board of Trustees, the Village Clerk, the Village Treasurer, the Deputy Village Treasurer, Accounting Assistant, Public Works Working Supervisor, and other employees as appropriate are hereby authorized to attend the above listed conferences and schools and others as determined by the Mayor.

Section 2. That this resolution shall take effect immediately.

B) Mileage Reimbursement

Motion made by Trustee _____, seconded by Trustee _____, that:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for a mileage as reimbursement to officers and employees of the Village who shall use their personal vehicles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve a reimbursement to such officers, and employees at the current IRS reimbursement rate.

Section 2. That this resolution shall take effect immediately.

3) TRUSTEE LIAISON APPOINTMENTS

The following appointments are made by the Mayor and will serve at the pleasure of the Mayor:

Deputy Mayor - Bernadette VanDeinse-Perez

Liaison to Department of Public Works - Shawn Raymond

Liaison to Fire Department - Bernadette VanDeinse-Perez
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Liaison to Police Department - Frank Rossi, Jr.

Liaison to Parks and Recreation - Ben Baskin

Liaison to Library - Liz Kormos

Liaison to Insurance and Human Resources - Bernadette VanDeinse-Perez

Liaison to Sidewalks and Street Trees - Liz Kormos

Liaison to Youth Social Services Agencies - Ben Baskin

Liaison to Not-for-Profit Organizations - Ben Baskin

Co-Liaisons to Senior Social Services Agencies and Senior Welfare - Frank Rossi, Jr. & Ben Baskin

Liaison to BSBPA - Bernadette VanDeinse-Perez

4) CONSENT AGENDA - CLERK APPOINTMENTS

Motion made by Trustee _____, seconded by Trustee _____ that:

Julia Smith be appointed Deputy Village Clerk for a period of one year.

Teri O'Connor be appointed Registrar of Vital Statistics for a period of one year.

Julia Smith be appointed Deputy Registrar of Vital Statistics for a period of one year.

The Village Clerk be designated the Records Management Officer with the necessary powers to carry out the efficient administration of the preservation of all Official Village Records, received by the Clerk's Office, Departments of the Village of Ballston Spa, including all personnel and Human Services Records for a period of one year.

5) CONSENT AGENDA – ANNUAL STAFF APPOINTMENTS:

Motion made by Trustee _____, seconded by Trustee _____ that:

Brandi Burns be appointed Associate Village Justice for a period of one year.

The following individuals be appointed part time Police Officers for a period of one year:

- | | | |
|----------------------|----------------------|---------------|
| Stephen Porcello Jr. | Michael DeMartino | Timothy Hajec |
| Scott Ostrander | Jason Quinones | Shawn Thorpe |
| Robert Kennedy | Stanley DeLong | Michael Welch |
| Ariel Santiago | Gregory Hafensteiner | Hector Monge |
| Kyle Basta | | |

The following individual be appointed crossing guards for a period of one year:

Victor Matthews

The following individuals be appointed Fire Policemen for a period of one year:

- | | | | |
|-------------------|-----------------|-----------------|-------------------|
| Stanley DeLong | Lloyd Helman | Thomas Nolan | Patrick Mangini |
| Carmen Isabella | Robert Kilinski | Alan Cunningham | John J. Morrissey |
| Carroll Theriault | Helen Sarro | Fred Whittredge | James Whittredge |
| Christina Stangle | | | |

William Lewis be appointed Assistant Building Inspector for a period of one year.

Bob Cavanaugh be appointed Fire Code Enforcement Officer for a period of one year.

Bob Cavanaugh be appointed Inventory Control Officer for a period of one year.

Frank Rossi Jr. be appointed Budget Officer for a period of one year.

6) CONSENT AGENDA – BOARD & COMMITTEE APPOINTMENTS

Motion made by Trustee _____, seconded by Trustee _____ that:

Rory O’Connor be re-appointed as a member of the Planning Board for a period of five years, expiring in 2027.

Rory O’Connor be appointed Chair of the Planning Board for a period of one year expiring in 2023.

Mary Ellen (Mandy) Rider be appointed as an alternate to the Planning Board for a period of one year expiring in 2023, replacing Nathan Ward.

Josh Frederick be appointed as an alternate to the Planning Board for a period of one year expiring in 2023, replacing Michael Raga-Barone.

Paul Dunklebarger be re-appointed as an alternate to the Planning Board for a period of one year expiring in 2023.

Anna Stanko be appointed Chair of the Zoning Board for a period of one year expiring in 2023 (Note: this does not affect her membership that was approved in 2019, as her term as a member expires in 2024.)

James Jurcsak be re-appointed as a member of the Zoning Board for a period of five years expiring in 2027.

Paul Laskey be re-appointed as an alternate to the Zoning Board for a period of one year expiring in 2023.

Gary Dale be re-appointed as an alternate to the Zoning Board for a period of one year expiring in 2023.

Mary Price-Bush be appointed as an alternate to the Zoning Board for a period of one year expiring in 2023.

Donna Duffy be re-appointed as a member of the Ethics Board for a period of two years expiring in 2024.

Julie Gazetos be re-appointed as a member of the Ethics Board for a period of two years expiring in 2024.

Lloyd Helman be re-appointed as a member of the Ethics Board for a period of two years expiring in 2024.

Carrie Chapman be appointed as a member of the Historic District Commission for a period of three years expiring in 2025.

John Cromie be re-appointed as a member of the Historic District Commission for a period of three years expiring in 2025.

The following individuals be appointed to the Committee on Sexual Harassment and Discrimination Prevention for a period of one year expiring in 2023:

Anna Stanko (Re-Appointment) Bernadette VanDeinse-Perez Teri O'Connor

Anna Stanko be re-appointed as Chair to the Committee on Sexual Harassment and Discrimination Prevention for a period of one year expiring in 2023.

The following individuals be re-appointed to the Park and Tree Board for a period of three years expiring in 2025:

Ed Hersh Kristopher Williams

The following individuals be appointed to the Committee on Police Procedures for a period of one year expiring in 2023:

Lori Acee (Re-Appointment) Kelly Gregory (Re-Appointment) Ray Otten (Re-Appointment)
Lorri Riggs (Re-Appointment) Homer Nathan

Lori Acee is re-appointed as Chair of the Committee on Police Procedures for a period of one year expiring in 2023.

The following individuals be appointed to the Comprehensive Plan Steering Committee until this Committee's work is completed:

Peter Martin Bob Bush, Jr. Stephen Springer

7) CONSENT AGENDA – MISC.

Motion made by Trustee _____, seconded by Trustee _____, that:

The following banks be designated as the Official Depositories of Village funds subject to change by a resolution of the Board of Trustees at any time: The Adirondack Trust Co. and/or Generations Bank.

The Daily Gazette be designated as the Official Village Newspaper.

The Village Clerk be authorized to send a single letter to the news media providing the schedule of regular meetings, further the Village Clerk shall post a public notice of such schedule on the Village website and in Village Hall.

The National Bottle Museum be designated as the Official Information Center for a period of one year and the agreement be approved.

The Brookside Museum be designated as the consultant on history for a period of one year and the agreement be approved.

The Friends of the Kayaderosseras provide services to the Village and the agreement be approved.

The Ballston Elks Club provide services to the Village in exchange for plowing and the agreement be approved.

The Ballston Area Senior Citizens provide services to the Village and the agreement be approved.

The Ballston Area Community Center provide services to the Village and the agreement be approved.

The Ballston American Legion provide services to the Village in exchange for plowing and the agreement be approved.

The Ballston Area Recreation Commission provide services to the Village and the agreement be approved.

8) Motion made by Trustee _____, seconded by Trustee _____, that the Mayor is authorized to release \$250, provided to the Village by the Town of Milton, for the Easter Egg Hunt scheduled for April 10, 2022, at the Milton Community Center at 310 Northline Road.

9) ADJOURNMENT

Motion made by Trustee _____, seconded by Trustee _____ that the Organizational Meeting be adjourned at _____pm.
