

ANNUAL MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF BALLSTON SPA, NY

held on April 4, 2022

1) Call to Order

2) 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.

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.

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

Liaison to Police Department - Frank Rossi, Jr.

Commissioner of Parks and Recreation - Ben Baskin

Liaison to Library - Liz Kormos

Commissioner of Insurance and Human Resources - Bernadette VanDeinse-Perez

Commissioner of 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
Kyle Basta

Gregory Hafensteiner

Hector Monge

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 appointed Chair of the Planning Board for a period of one year expiring in 2023.

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

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.

Donna Duffy 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 Village Procurement Policy has been reviewed and readopted by the Village Board.

The Village Investment Policy has been reviewed and readopted by the Village Board.

The Code of Ethics has been reviewed and readopted by the Village Board.

8) ADJOURNMENT

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

DRAFT