

Cobleskill Village Board
AGENDA
December 3, 2012
Cobleskill Firehouse, 610 East Main Street
7:00 p.m.

M Call to Order/Pledge of Allegiance/Fire Exits/Cell Phones

Committees of the Board:

- Finance – Galasso & Hotaling
- Personnel – Holmes & McDermott
- Public Works – Galasso & Burt
- Public Safety – Holmes & McDermott

Appointments for the official year 2013 that do not require Board Approval:

- Deputy Mayor – Hotaling

Appointments for the official year 2013 with Board Approval:

- Budget Officer – Galasso
- Village Attorney – Lee Hartjen
- Village Historian – Ted Stuart
- Emergency Management Officer – Richard Cooper
- Village Engineer – vacant
- Parliamentarian – vacant
- Sergeant at Arms – Lawrence Travis

Planning Board Member – 5-year term Dawn Fiorillo 2017

HDRC Member – 5-year term Debbie Yoder 2017

ZBA Member – 5-year term Joan Hampel 2017

Tree Committee:

- 3-year term – Deborah Yoder and Zhongchun Jiang (ZJ) 2015
- Ex Officio Members: Village Code Enforcement Officer and Village Engineer – Annual Appointment

Youth Commission: -- 5-year term Tim Snyder 2012

Safety Committee: -- 1 year terms:

Mayor

Water Supt. – Jeff Pangman

Codes Enforcement Officer – Mike Piccolo

Fire Chief – Rich Cooper

Rescue Captain – Mike Lent

Office – Sheila Gillespie

Recreation – Linda Holmes

Police Chief – Lawrence Travis

Buildings and Grounds – Gary Bywater

Appointment of Community Member to Serve on the Personnel Committee -- The Committee shall consist of two members of the VILLAGE Board and one community member to be appointed annually by the VILLAGE Board.

3/20/12 – Appointed Linda Holmes, Robert Hotaling and John Jarvis

Authorizations and Designations of the Village of Cobleskill:

- Official Depositories – NBT, Key Bank, Bank of Richmondville, Wilber National Bank and MBIA Investors
- Official Newspaper – Times Journal
- Regular Meetings – Third Tuesday of each month, 7 p.m. at the Village Hall, 378 Mineral Springs Road
- Bids – Finance Committee is authorized to approve letting of bids for any items within budget
- Memberships – Continuation of membership in the New York State Conference of Mayors and the Schoharie County Village Officers Association is authorized
- Transfers – Authorize Department Heads to approve transfers up to \$250 within any contractual account, the Mayor to approve transfers up to \$1,000 within any contractual appropriation, and the Finance Committee to approve transfers of \$1,000 or more within any contractual appropriation for each department budget account
- Mileage – Reimbursement for travel of officers and employees of the Village of Cobleskill shall be at the current IRS rate per mile (currently at 50 cents)
- Agenda Items – Agenda items shall be filed with the Village Office one week prior to either regular meeting of the Board of Trustees
- Advance Approval of Claims – Payment in advance of audit of claims for public utility services, postage, freight and express charges; such claims to be presented at the next regular meeting for audit
- Attendance At Schools and Conferences – Authorizing Village Officials and Employees to attend schools, conferences, seminars, etc. conducted for the benefit of the village

Other Items:

- A/M 2013 Meeting Schedule – Needs to be Adopted
- Procurement Policy Review
- Rules of Procedure Review
- Reasons for Executive Session (8)
- Cyber Security and Continuity Policies and Plan
- Workplace Violence Program Annual Review
- Discrimination/Harassment Policy

M Public Comment

- M Opens Floor to Public for Comment and Recognizes Speakers
- M Closes Public Comment Period

Correspondence

- R/F SALT – Disaster Recovery Donation Solicitation
- R/F MVEDD – December 12, 2012 - Meeting – Grant Opportunities and Funding Programs Available to Mohawk Valley Communities
- R/F Toys for Tots – December 8, 2012 – 3 p.m. at Cobleskill Firehouse
- R/F TWC – Ongoing Developments Affecting Time Warner Cable Subscribers
- R/F MVEDD – Request for Modest Budgetary Contribution
- R/F Schoharie County Board of Supervisors – Mortgage Tax Report and Apportionment of Sales Tax Revenue Sharing
- D,A/M Village of Cobleskill Planning Board – Recommendation to Re-Zone 68.10-1-15.1 from RMF to RPUDD-1
- R/F U.S. Department of HUD – December 31, 2011, Report on Audit by Gruver, Zweifel & Scott, CPA's
- R/F Training Hours Attended Report – 2012 for Planning Board, Historic District Review Commission and Zoning Board of Appeals Members

New Business

- A/M Receive at Set Public Hearing for Local Law No. 6 of 2012 – A Local Law to Amend the Water Rates for the Village of Cobleskill
- A/M Receive at Set Public Hearing for Local Law No. 7 of 2012 – A Local Law to Amend the Sewer Rates for the Village of Cobleskill
- A/M Authorize Mayor Galasso to Sign Letter of Engagement for Audit Services – Gruver, Zweifel & Scott, LLP \$11,000
- A/M Budget Changes:
 - General Fund for Payment of Additional Principal on BAN:
 - Increase Appropriations A9730.6 Bond Anticipation Notes – Principal \$20,722.30
 - Decrease Appropriations A9730.7 Bond Anticipation Notes – Interest \$20,722.30
 - General Fund for Service of Boiler at Firehouse:
 - Increase Appropriations A1620.434002 Bldgs Equip Mtc. – Firehouse \$1,200

Decrease Appropriations A1620.434003 Bldgs Equip Mtc. –
Mineral Springs Road \$1,200

General Fund for Flooring Replacement – Village Hall:
Increase Appropriations A1620.474003 Bldgs Repairs – Mineral
Springs Road \$1,000
Decrease Appropriations A1620.4711003 Bldgs Electric – Mineral
Springs Road \$1,000

General Fund for Engineering Contract Costs:
Increase Appropriations A1440.4 Engineering \$3,885
Increase Revenues A4960 Emergency Disaster Assistance \$3,885

General Fund for Clerk Budget:
Increase Appropriations A1410.413 Clerk – Office Supplies \$300
Decrease Appropriations A1410.455 Clerk – Eq Mtc. Agrmnts
\$300

General Fund for Ambulance Budget:
Increase Appropriations
A4540.421 Ambulance – Fuel \$1500
A4540.8 Ambulance – Employee Benefits \$1516
A4540.473 Ambulance –Insurance \$565
Decrease Appropriations
A4540.464 Ambulance – Employee Physicals \$1988
A4540.424 Ambulance – Small Tools \$1213
A4540.444 Ambulance – Training \$302
A4540.413 Ambulance – Office Supplies \$5
A4540.443 Ambulance – Subscriptions \$35
A4540.441 Ambulance – Travel and Conf. \$38

General Fund for Shade Tree Plantings:
Increase Appropriations A8560.4 – Shade Trees \$1200
Increase Revenues A2705 – Gifts and Donations \$1200

Water Fund for Hydrant Repair – Division Street and Railroad Ave:
Increase Appropriations F8340.4342 Trans Distr – Water Main Srv
Repair Parts \$3,000
Increase Revenues F2680 Insurance Recoveries \$3,000

Water Fund for Winter Stone Stock Pile:
Increase Appropriations F8340.4571 Trans Distr – Street
Excavations \$400
Decrease Appropriations F8340.4342 Trans Distr – Water Main
Service Repair Parts \$400

Water Fund for Liquid Alum:
Increase Appropriations F8330.4226 Purification – Liquid Alum
\$1,500
Decrease Appropriations F8330.4222 Purification – Potassium
Perm. \$800
Decrease Appropriations F8330.4224 Purification – Polymer \$500
Decrease Appropriations F8330.4228 Purification – Hydrofluosilic
\$200

Adjournment

A/M – Action/Motion Needed

C – Call Made

D – For Discussion

DR – Department Head Review or Responded

L – Letter Sent

M – Mayor

R/F – Receive and File

VA – Village Attorney

GUIDELINES FOR PUBLIC COMMENT

The public shall be allowed to speak only during the fifteen minute designated Public Comment period at the end of the meeting or at such other time, as a majority of the Board shall allow.

Speakers must step to the front of the room.

Speakers must give their name, address and organization, if any.

Speakers must be recognized by the presiding officer.

Speakers must limit their remarks to 5 minutes on a given topic.

Speakers may not yield any remaining time they may have to another speaker.

Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.

All remarks shall be addressed to the Board as a body and not to any member thereof.

Speakers shall observe commonly accepted rules of courtesy, decorum, dignity and good taste.

Interested parties or their representatives may address the Board by written communications.