

**Cobleskill Village Board  
AGENDA**

**Organizational Meeting December 2013 for  
2014 Official Year**

**December 2, 2013  
Cobleskill Firehouse, 610 East Main Street  
7:00 p.m.**

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

**A/M Appointment of Nancy Getman to Fill Unexpired Trustee Term of Linda V. Holmes – Term to Expire 12/2014**

**Administration of Oaths of Office for Newly Elected/Appointed Village Board Members**

**M Mayoral Designations and Appointments**

Committees of the Board:

- Finance – Holmes & Johnson
- Personnel – Getman & Snyder
- Public Works – Holmes & Burt
- Public Safety – Snyder & Johnson

Appointments for the official year 2014 that do not require Board Approval:

- Deputy Mayor – Burt

**A/M Village Board Designations and Appointments**

Appointments for the official year 2014 with Board Approval:

- Budget Officer – Holmes
- Village Clerk-Treasurer – Sheila Hay-Gillespie
- Village Attorney – Shawn Smith
- Village Historian – Ted Shuart
- Emergency Management Officer – Richard Cooper
- Village Engineer – vacant
- Parliamentarian – vacant
- Sergeant at Arms – Lawrence Travis

Planning Board Members

Daniel Schulte 2017  
Kenneth V. Nichols 2018

HDRC Members

Nancy VanDeusen 2016  
Brendon Becker 2018

ZBA Members

Zhongchun Jiang 2016  
Eileen Wilson Fischer 2017  
Werner Hampel 2018  
Tom Johnstone 2014  
Sandy MacKay 2015

Bruce Bywater 2018 - Alternate

Tree Committee:

Ex Officio Members: Village Code Enforcement Officer and Village Engineer –  
Annual Appointment

Johnathan DiCesare 2016  
Brian Hayes 2016

Youth Commission:

Nancy Brumaghim 2018 Chairperson  
Ed Hantho 2014

Cable Committee:

1-year term Michael Vandow

Safety Committee:

1 year terms:

Mayor – Linda Holmes  
Water Supt. – Joe Redmond  
Codes Enforcement Officer – Mike Piccolo  
Fire Chief – Rich Cooper  
Rescue Captain – Mike Lent

Office – Sheila Gillespie  
Recreation – Nancy Brumaghim  
Police Chief – Lawrence Travis  
Buildings and Grounds – Gary Bywater

Joint Planning Committee  
Holmes and Burt

Appointment of Community Member to Serve on the Personnel Committee – Anti-Bias Committee

John Jarvis

**A/M 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 2014 Meeting Schedule – Needs to be Adopted
- A/M 2014 Holiday 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 Annual Review

**New Business**

- A/M 2013 Training Requirements Report Received and Filed
- A/M To Provide Health Insurance Plan 4059 Through CDPHP With an HRA Funding Level of 40% of the Annual Deductible for 2014  
Employer Caps Remain: \$12,000 Family  
\$9,000 Two Person  
\$6,000 Individual
- A/M To Offer Both GHI and CDPHP Delta Dental PPO Basic Plan Plan to Village Employees for 2014
- A/M Budget Changes  
Decrease A-1410.2 Clerk Equip. \$900  
Increase A-1410.413 Clerk Office Supplies \$900  
  
Decrease A-1620.434003 MSR Equip Mtc. \$600  
Increase A-1620.475003 MSR Cleaning Sup \$600  
  
Decrease A-3410.434 Fire Equip Mtc. \$4,000  
Increase A-3410.463 Fire Protect. Gear \$4,000  
  
Increase A-4540.2 Ambulance Equip \$5337.50  
Decrease A-4540.464 Ambulance Emp. Phy. \$755.00  
Decrease A-4540.465 Ambulance Med Costs \$431.50  
Decrease A-4540.4293 Ambulance Pt. Supp. \$4151.00

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.