

ANNUAL MEETING OF THE ROUND LAKE VILLAGE BOARD OF TRUSTEES HELD APRIL 1, 2013

PRESENT: Mayor Dixie Lee Sacks Trustee Christopher Nellissen
Trustee Dominick DeLorio Trustee Carrie Woerner
Trustee Thomas Bergin Attorney Thomas Peterson

Also Present: Superintendent John Stevenson Fire Chief Frank Mazza
Marilyn DeLorio

Mayor Sacks called the annual meeting to order at 7:04 P.M.

The Pledge of Allegiance was recited.

APPOINTMENTS

The newly elected Village Officials, Trustee Dominick DeLorio and Trustee Thomas Bergin were sworn in at this time.

Mayor Sacks made the following appointments:

DEPUTY MAYOR Thomas Bergin
VILLAGE ATTORNEY Thomas Peterson

Planning Board:

Mary Beth Max – 5 years
Peter Sheridan – 4 years
Virginia Hewitt – 3 years
Fred Sievers – 2 years
Michael Roets – 1 year
William Ryan – Alternate

Zoning Board of Appeals:

Mark Marion – 5 years
Sharon Lloyd – 4 years
Sharyn Marchione – 3 years
Kevin Cronin – 2 years
R. Michael N’Dolo – 1 year
C. Brent Elford – Alternate

MOTION by Trustee Woerner to approve Mayor Sacks’s appointments as noted, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

MOTION APPROVED

Mayor Sacks made the following assignments for the Board of Trustees:

Trustee Nellissen – Service Award program and liaison to the baseball leagues
Trustee DeLorio – Exit 11 Mini-Master Plan and Veteran’s Committee
Trustee Woerner – Open Space
Trustee Bergin – Liaison to the Fire Department & Hose Company
Mayor Sacks – Budget Officer

MOTION by Trustee Bergin to approve the Trustees’ assignments, **SECONDED** by Trustee Nellissen.

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Trustee Nellissen – aye *Trustee Woerner – aye*
Trustee Bergin – aye *Mayor Sacks – aye*
Trustee DeLorio – aye

MOTION APPROVED

ADOPTION OF VILLAGE POLICIES & RESOLUTIONS

The following Village policies were readopted:

Personnel Policy, Code of Ethics, Investment Policy, Emergency Plan, Board Conduct Policy, Community Room Policy, Auditorium Rental Policy, Open Space Policy and Land Sale Policy.

MOTION by Trustee Nellissen to approve and readopt all the policies listed above, **SECONDED** by Trustee Woerner.

Trustee Nellissen – aye *Trustee Woerner – aye*
Trustee Bergin – aye *Mayor Sacks – aye*
Trustee DeLorio – aye

MOTION ADOPTED

MOTION by Trustee Nellissen to approve and readopt the Sexual Harassment Policy, **SECONDED** by Trustee Bergin.

Trustee Nellissen – aye *Trustee Woerner – aye*
Trustee Bergin – aye *Mayor Sacks – aye*
Trustee DeLorio – nay, the policy needs to be amended

MOTION ADOPTED

Mayor Sacks reappointed Trustee Woerner and Trustee Nellissen to the Sexual Harassment Board.

Mayor Sacks will make the appointments to the Code of Ethics Board at the next meeting.

The following Village resolutions were re-adopted.

DATES FOR BOARD OF TRUSTEES MEETINGS

RESOLUTION # 25 OF 2013

BE IT RESOLVED by the Round Lake Board of Trustees that the regular meeting of the Round Lake Village Board of Trustees will be held on the first and third Wednesday of each month,

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BE IT ALSO RESOLVED that when a special or emergency meeting of the Village Board of Trustees is necessary, the Village Clerk would be required to contact each member individually, by phone, in person or by email, if receipt is confirmed, to schedules aid meeting,

BE IT FURTHER RESOLVED that the next Organization Meeting is held on Monday, April 7, 2014 at 6:30 P.M.

RESOLVED by Trustee Nellissen, **SECONDED** by Trustee Woerner.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION APPROVED

PROCUREMENT POLICY

RESOLUTION # 26 OF 2013

WHEREAS pursuant to General Municipal Law, Section 104-b, every municipality must adopt a policy governing the procurement of all goods and services which are not required to be purchased pursuant to the competitive bidding requirements of General Municipal Law, Section 103, THEREFORE, BE IT

RESOLVED that the Round Lake Village Board of Trustees adopt the Procurement Policy as originally adopted in April 1997.

RESOLVED by Trustee Bergin, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION ADOPTED

ADVANCE PAYMENT OF CLAIMS

RESOLUTION # 27 OF 2013

WHEREAS the Round Lake Board of Trustees has determined to authorize payment in advance of audit of claims for public utility service, postage, freight and express charges, debt service payments, contractual expense; and

WHEREAS all such claims must be presented at the next regular meeting of the Village Board for audit; and

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WHEREAS the Claimant and the Officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows,

NOW THEREFORE BE IT RESOLVED,

SECTION 1. That the Board of Trustees authorized payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows.

SECTION 2. That this resolution is effective immediately.

MOTION to table until the next meeting by Trustee Bergin, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION PENDED for further review.

MILEAGE ALLOWANCE

RESOLUTION # 28 OF 2013

WHEREAS the Round Lake Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to Village officers and employees who used their personal automobiles while performing their official Village duties,

NOW THEREFORE BE IT RESOLVED,

SECTION 1. That the Round Lake Board of Trustees will approve reimbursement to such officer and employees at the rate of \$0.565 cents per mile.

SECTION 2. That this resolution is effective immediately.

RESOLVED by Trustee Bergin, **SECONDED** by Trustee Woerner. After further discussion

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – nay*

RESOLUTION ADOPTED

DESIGNATING DEPOSITORIES

RESOLUTION # 29 OF 2013

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WHEREAS the Round Lake Board of Trustees has determined that Village Law Section 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies:

NOW THEREFORE BE IT RESOLVED:

SECTION 1. That the Board of Trustees designate the following institutions as depositories of all monies received by the Village Clerk, Treasurer and Receiver of Taxes;

The Adirondack Trust Company, 473 Broadway, Saratoga Springs, NY 12866, Key Bank, Malta, NY, Trustco Bank, Ballston Lake and Ballston Spa National Bank, Malta, NY

SECTION 2. That this resolution is effective immediately.

RESOLVED by Trustee Nellissen, **SECONDED** by Trustee DeLorio.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION ADOPTED

TRAINING CONFERENCES/SCHOOLS

RESOLUTION # 30 OF 2013

WHEREAS there is to be held during the coming official year, certain meetings, conferences and training schools,

WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality,

NOW THEREFORE BE IT RESOLVED:

SECTION 1. That the officers and employees are authorized to attend any and all meetings, conferences or schools as approved by the Mayor and Board of Trustees,

SECTION 2. This resolution is effective immediately.

RESOLVED by Trustee Woerner, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION ADOPTED

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MOTION by Trustee Woerner to adopt the Schenectady Daily Gazette, as the official Round Lake newspaper, **SECONDED** by Trustee Bergin.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

MOTION APPROVED

PUBLIC COMMENT PERIOD:

There were no comments for the Village Board at this time.

REPORTS

Superintendent Stevenson: reported regarding water on April 3rd the new analyzer and missions control will be online. He has been working on the annual water report to be sent to JH Consulting Company.

The sewage system is good. The crew has been fixing the sides of the roads for winter damage and cleaning parking lots on good days. The trucks have been steamed-cleaned and emptied. The winter equipment has been in the process of being stored, but is still available in case of inclement weather.

Superintendent Stevenson then provided a quote on a new Ford F350 2014, with a state contract price of \$47,282. Trustee Woerner asked about the old truck, to which he responded that the oldest goes out to bid and the second older becomes the Superintendent's truck. Mayor Sacks asked for an estimate on the old truck, which has 40,000 – 50,000 miles on it, a 2003, but still has a lot of life in it. He estimated \$10,000 as a fair price, though it could be higher.

RESOLUTION # 31 OF 2013

WHEREAS the Board resolves to purchase a new Ford F350 for the price of \$47,282 to replace the oldest truck.

RESOLVED by Trustee Nellissen, **SECONDED** by Trustee Woerner.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION ADOPTED

Animal Control Officer: Mr. Stevenson reported there was one complaint today at High Street, the Crandall's dog jumped over the fence. They will be issued a ticket tomorrow.

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Fire Chief Mazza: A copy of the monthly report is attached. There were 24 calls this month, 13 drills, and 2 calls this side of the Northway. It has been a busy first quarter.

There are parades coming up, Fire Chief Mazza requested a motion to use the trucks in several local parades.

MOTION by Trustee Woerner to permit the Round Lake fire trucks to be used in local parades, with advance notice to the Mayor, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

MOTION APPROVED

Fire Chief Mazza then requested \$13,000 to purchase a new thermal imaging camera, the current of which is 10 years old and needs to be replaced.

RESOLUTION # 32 OF 2013

WHEREAS the Board resolves to authorize the purchase of a new thermal imaging camera for \$13,000,

RESOLVED by Trustee DeLorio, **SECONDED** by Trustee Woerner.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

RESOLUTION ADOPTED

Code Enforcement Officer: Mayor Sacks reported that the Town of Malta Code Enforcement Officer has filled the position for two months, and they are performing the duties well.

Veterans Committee: Trustee DeLorio reported that WRLIS approved the use of the lawn for the annual picnic. The Committee has asked if there was any objection to doing a 50/50 to raise funds from picnic. He will check with Mr. Peterson to see if there is any conflict. He will also check with local merchants for food donations.

Treasurer: Hold until the next regular meeting, April 17, 2013.

WRLIS: N/A

Library: N/A

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Auditorium: Mayor Sacks told the Board that there is a meeting tomorrow with Albany Theater Company to give a quote. For the National Landmark status, Mayor Sacks, Ms. Hoffman and Ms. Elford will review the application and divide the tasks, potentially bringing more people on board at a future date in April.

OLD BUSINESS

Hillman Estates: Hold until the next regular meeting, April 17, 2013. Mr. Dailey and Mr. Peterson will meet on Friday.

Zoning Changes: Hold until the next regular meeting, April 17, 2013.

26 Albany Avenue: Attached report from Mayor Sacks.

Amedore & Farrone: Building continues as per the schedule.

At 7:50 Mr. Peterson arrived to the meeting.

RESOLUTION # 33 OF 2013

WHEREAS the Board resolves to set a public hearing date of May 1, 2013 at 6:50 P.M. to impose a building moratorium for a period of six months because of incompatibility between state MS4 requirements and Village Zoning law, and because Village codes are inadequate to protect the unique nature of Round Lake which is on the register of National Historic places, which the Board finds to constitute a crisis. Those for which building permits have been applied for, or PDD's currently being negotiated or approved, are exempt from the moratorium.

RESOLVED by Trustee Bergin, **SECONDED** by Trustee Nellissen.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – nay*

RESOLUTION ADOPTED

NEW BUSINESS

Trustee Nellissen made a motion at 8:12 P.M. to move to executive session to discuss a matter of personnel, which Trustee Woerner seconded. The motion was unanimously approved. Trustee Bergin moved at 8:33 to move back to regular session, which Trustee Nellissen seconded. The motion was unanimously approved.

CORRESPONDENCE

N/A

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APPROVAL OF MINUTES

MOTION by Trustee Bergin to approve the minutes of March 20, 2013, Board of Trustees, as amended, **SECONDED** by Trustee Bergin.

*Trustee Nellissen – Trustee Woerner –
aye aye
Trustee Bergin – aye Mayor Sacks – aye
Trustee DeLorio – aye*

MOTION APPROVED

Mayor Sacks needs to procure a list of 26 Albany Avenue violations.

VILLAGE ATTORNEY

Mr. Peterson: no items at this time.

VILLAGE MAYOR

Mayor Sacks: Is going to ask the Town of Malta Code Enforcement Officer to review any outstanding building permits and to follow up on any complaint letters. Mayor Sacks may begin the interview process to replace the Code Enforcement Officer at the end of the Malta service. Trustee Woerner suggested hiring with a provisional trial period of three months.

The public hearing for the 2013-2014 Village Budget is on Wednesday, April 3, 2012 at 6:45 P.M.

VILLAGE TRUSTEES

Trustee Nellissen: no comment at this time.

Trustee DeLorio: requested appointing a person regarding parking tickets.

Trustee Woerner: no comment at this time.

Trustee Bergin: no comment at this time.

APPROVAL OF ABSTRACT

Hold until the next regular meeting, April 17, 2013.

ADJOURN MEETING

MOTION by Trustee Bergin to adjourn the meeting at 8:47 P.M.

MEETING ADJOURNED

Respectfully submitted,

Heather K. Elford

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Heather K. Elford
Planning Board Secretary