

The Annual Organizational Meeting and Semi-monthly Meeting of the Board of Trustees of the Village of Menands, was held on the 7th day of July, 2014 in the Municipal Building, Menands, New York Mayor Megan Grenier called the meeting to order at 7:00 P.M.

PRESENT:

Megan Grenier, Mayor
Seth H. Harris, Trustee
Mark Lansing, Trustee
Mike Mackay, Trustee
Aileen Nicoll, Trustee
William T. Smith, Jr., Village Treasurer
Stephen Rehfuss, Village Attorney
Paul Reuss, Exec Asst to Mayor

Also present: James Sher, Brian Marsh, Paul Cooney, Bill Garvey, David Ognan, and Peter Mason.

The Mayor led the Pledge of Allegiance.

Mayor Grenier appointed Trustee Mackay as Deputy Mayor to act as such in her place and stead during her absence or inability to act and is vested with all the powers and may perform all the duties of the Mayor, pursuant to Section 4-400 of the Village Law.

Mayor Grenier reappointed Stephen J. Rehfuss, Esquire as Village Attorney for the ensuing official year. In his absence someone from the firm of Rehfuss, Liguori & Associates can act on his behalf.

Trustee Harris offered seconded by Trustee Lansing the following resolution and moved it adoption:

RESOLVED, that the appointment by Mayor Grenier of Stephen J. Rehfuss, Esquire as Village Attorney for the ensuing official year be, and hereby is approved; and be it further

RESOLVED, that the legal services and proceeding for the issuance of bonds, abstracts of title and any litigated matters shall be considered extra service, compensation for which shall be determined and audited by the Board of Trustees.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier reappointed Robert Becher as Acting Village Justice for the ensuing official year.

Trustee Lansing offered seconded by Trustee Harris the following resolution and moved it adoption:

RESOLVED, that the reappointment by Mayor Grenier of Robert Becher as Acting Village Justice for the ensuing official year be, and hereby is approved.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier appointed John Bassett to the Zoning Board of Appeals for a three year term ending the 3rd day of July, 2017.

Trustee Mackay offered seconded by Trustee Lansing the following resolution and moved its adoption:

WHEREAS, the Zoning Board of Appeals of this Village was established by Local Law No. 1 of 1976, and

WHEREAS, this Board has approved the appointment of the several members thereof, and

NOW THEREFORE, be it

RESOLVED, that the appointment by Mayor Grenier of John Bassett to the Zoning Board of Appeals of the Village of Menands be, and it hereby is, approved for a term ending on July 3rd, 2017, and be it further

RESOLVED, that the Village Clerk be, and he hereby is, directed to notify the aforesaid citizen of his appointment.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Nicoll offered seconded by Trustee Lansing a resolution naming John Bassett as Chairman of the Zoning Board of Appeals for the ensuing official year.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier reappointed Kevin Franklin as Village Historian for the ensuing official year.

Trustee Harris offered seconded by Trustee Mackay the following resolution and moved its adoption:

RESOLVED, that the reappointment by Mayor Grenier of Kevin Franklin as Historian of the Village of Menands for the ensuing official year be, and hereby is approved.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier reappointed Bill Geiring to the position of Economic Development Coordinator on a part time basis at \$35,000 per year.

Trustee Lansing made a motion seconded by Trustee Nicoll to approve the reappointment of Bill Geiring to the position of Economic Development Coordinator.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier reappointed Doreen M. Gadani as Deputy Registrar of Vital Statistics for the Village of Menands.

Trustee Mackay offered the following resolution and moved its adoption:

RESOLVED, that the reappointment by Mayor Grenier of Doreen M. Gadani as Deputy Registrar of Vital Statistics for the Village of Menands be, and hereby is approved.

The resolution was duly seconded by Trustee Harris.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Nicoll offered seconded by Trustee Lansing the following resolution and moved its adoption:

WHEREAS, there is to be held during the coming official year

- a) New York State Conference of Mayors Annual Meeting and Training School;
- b) New York State Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks;
- c) New York State Government Finance Officers Association Conference;
- d) (Workers' Compensation) Conferences;
- e) New York Conference of Mayors Public Works Training School;
- f) American Water Works Association Conference (NYS Chapter);
- g) SAMPO (NYS Association of Municipal Purchasing Officials) School;
- h) And other conferences pertaining to the Chief of Police, Fire Chiefs and Building and Fire Inspectors; and

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality, and that the expenses thereof shall be a Village charge;

NOW THEREFORE, be it

RESOLVED, that the following officers and employees are hereby authorized to attend one or more of the above mentioned conferences or schools; Mayor, Trustees, Executive Assistant to the Mayor, Village Attorney, Village Clerk, Village Treasurer, Chief of Police, Foreman of Department of Public Works, Building and Fire Inspectors and Fire Chiefs, and be it further

RESOLVED, that this resolution shall take effect immediately.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Harris offered seconded by Trustee Nicoll the following resolution and moved its adoption:

RESOLVED, that the regular meeting of the Board of Trustees, Board of Fire Commissioners and the Planning Board of the Village of Menands shall be on the first and third Monday of each month during the ensuing official year, and in the event that the date of the regular meeting shall be a holiday, such meeting shall be held on the following day, and such meeting may be adjourned from time to time in the manner prescribed by law and shall be held at the Municipal Building in said Village at 6:00 P.M. or at such other place, or such other time as may hereafter be designated by the Board of Trustees.

This notice is given in compliance with Article 7 of the Public Officers Law, relating to open meetings.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Lansing offered the following resolution and moved its adoption:

RESOLVED, that the Times Union, published in the Town of Colonie and circulated in the Village of Menands and the County of Albany, be and the same hereby is, designed as the official paper for the said Village for the publication of all local laws, resolutions and notices of every kind charter or description, or any other matter required to be published during the ensuing official year.

The resolution was duly seconded by Trustee Mackay.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Mackay offered the following resolution and moved its adoption:

RESOLVED, that Key Bank, NA of Albany, NY and the J. P. Morgan Chase Bank, Albany, NY; be and they hereby are, designated as the official depositories of the several funds of the Village of Menands for the ensuing official year; and be it further

RESOLVED, that the monies to be deposited in the fund known as the General Fund Reserves of the Village of Menands be deposited in the J. C. Morgan Chase Bank, Albany, NY; and be it further

RESOLVED, that the monies to be deposited in the fund known as the Water Fund Reserves of the Village of Menands be deposited in the J. P. Morgan Chase Bank, Albany, NY; and be it further

RESOLVED, that the monies to be deposited in the fund known as the Sewer Fund Reserves of the Village of Menands be deposited in the J. P. Morgan Chase Bank, Albany, NY; and be it further

RESOLVED, that the monies to be deposited in the fund known as the Payroll – Trust and Agency Account of the Village of Menands be deposited in the Key Bank, NA of Albany, NY; and be it further

RESOLVED, that the funds to be deposited in the fund known as the Bond Proceeds Account of the Village of Menands be deposited in the J. P. Morgan Chase Bank, Albany, NY; and be it further

RESOLVED, that the funds to be deposited in the fund known as the Capital Projects Account of the Village of Menands be deposited in the J. P. Morgan Chase Bank, Albany, NY; and be it further

RESOLVED, that all checks and/or orders of withdrawal from the said depository on the aforesaid funds, with the exception of the Payroll – Trust and Agency Account, shall be signed by the Village Treasurer and either the Mayor or Deputy Mayor or, in the absence of the Mayor or Deputy Mayor, by the Trustee designated by the Mayor.

The resolution was duly seconded by Trustee Lansing.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Nicoll offered the following resolution and moved its adoption:

WHEREAS, this Board may authorize reimbursement of automobile expenses to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE, be it

RESOLVED, that such reimbursement hereafter be made at the rate of 56 cents per mile to such personnel when they incur such expense, unless otherwise negotiated in a collective bargaining agreement, and be it further

RESOLVED, that when properly authorized, the same be paid upon audit by the Board of Trustees.

The resolution was duly seconded by Trustee Lansing.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Harris offered the following resolution and moved its adoption:

RESOLVED, that all employees of the Village of Menands shall be granted vacations, sick leave, bereavement leave, jury duty leave and military leave in accordance with the provisions of the resolution adopted by the Board on May 2, 2005 unless otherwise amended or negotiated in a collective bargaining agreement.

The resolution was duly seconded by Trustee Mackay.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Lansing offered the following resolution and moved its adoption:

RESOLVED, that the next Annual/Organizational meeting be held on Monday, July 6th, 2015 at 6:00 P.M. in the Municipal Building.

The resolution was duly seconded by Trustee Nicoll.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Mackay offered the following resolution and moved its adoption to designate the Clerk as the Village Public Information Officer and the Mayor or, in her absence the Deputy Mayor, as the Appeals Officer.

The resolution was duly seconded by Trustee Lansing.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Trustee Nicoll offered seconded by Trustee Lansing the following resolution and moved its adoption:

RESOLVED, by the Board of Trustees of the Village of Menands that Records Retention and Disposition Schedule MU-1, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and continuing legal minimum retention periods for local government

records, is hereby adopted for use by all officers in legally disposing of value less records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a. only those records will be disposed of that are described in Records Retention and Disposition Schedule MU-1 after they have met the minimum retention periods described therein;
- b. only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value of merit retention beyond established legal minimum periods.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Mayor Grenier requested that the Board change their liaison duties to the following:

Trustee Harris	-	DPW, Building Department
Trustee Lansing	-	Fire Dept & Fire Company, Courts
Trustee Nicoll	-	Youth, Economic Development
Trustee Mackay	-	Police Department & Seniors
Mayor Grenier	-	Historian, Parks & Beautification

The Mayor also stated that the following have agreed to continue in the following capacities:

Trustee Lansing & Mayor Grenier	-	Economic Development Committee
Brianna Coughlin	-	Youth Program
Paul Reuss	-	Code Enforcement & MS-4
	-	Building Inspector
William Giering	-	Economic Development
Dianne MacFarland	-	Part time Gardner

The Mayor asked all Trustees to coordinate the 90th Annual Picnic. The date is Saturday, August 23rd, 2014 (rain date Sunday, August 24th, 2014).

Resident James Sher stated that the Village DPW vehicles looked like crap and should be cleaned inside and out as they set the Village's image. Mr. Sher also stated that the culvert pipe on Louis Avenue in front of 18 seems to be plugged as there is a large puddle that has developed. The Mayor asked the Acting Clerk to have DPW Foreman Boyd to address these issues.

Mr. Peter Mason stated that his property was the scene of a broken sanitary sewer line (by National Grid) over a month ago and his property still needs to be cleaned up and reseeded. Mr. Mason has stopped in the office on several occasions and also talked to

Tim Boyd, he wants to know when it will be fixed. The Mayor asked the Acting Clerk to have Tim address the issue.

Resident Brian Marsh inquired about the traffic counter on Sage Hill Lane. The Acting Clerk will find out about this as no one requested permission to put this on the street.

Asst Chief Ognan inquired about the possibility of the Board authorizing the purchase of a used chief's vehicle from Schuyler Heights Fire Company for \$15,000.00. It would only need the radio and stripping, as all the lights would be included. The Board will discuss it. He also stated the chief's would like to review and change the policy for use of the chief's vehicles, a discussion followed after which the Acting Clerk was asked to check with our insurance agent about use and liability issues of the chief's vehicles, also he will check the Vehicle & Traffic Laws regarding emergency vehicle standards.

A motion was made by Trustee Harris, seconded by Trustee Lansing to approve the minutes from the June 16th, 2014 Board Meeting.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	ABSTAINED
Mayor Grenier	voting	AYE

A motion was made by Trustee Lansing, seconded by Trustee Nicoll to approve payment for the following

WARRANT # 3:

GENERAL	totaling	\$197,083.71
WATER	totaling	\$ 30,019.68
SEWER	totaling	\$ 4,430.09
	TOTALS	\$231,533.48

PAYROLL # 2: totaling \$ 99,134.64
(06/13/14 – 06/26/14)

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

The Acting Clerk led a discussion concerning a list of problems that need to be addressed on the heating and air conditioning system (attached) from Dwight Plumbing & Heating. After which Trustee Lansing moved, seconded by Trustee Mackay a motion to replace the leaking valve above the circulator and have the Acting Clerk review the remainder of the list with Dwight Plumbing & Heating.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

Exec Asst Reuss led a discussion concerning NYS DOT road and sidewalk projects along Route 32 (Broadway) from Wolfert Avenue to the Watervliet line. After which Trustee Mackay moved, seconded by Trustee Nicoll a motion authorizing a letter be sent in support of the road diet and paving project but withholding support on the ADA Compliant Sidewalk Project as the Village has concerns about multiple access points at the Price Chopper Plaza.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

The Acting Clerk discussed a change to the 2014 – 2015 Assessment Roll due to a stipulation settlement by the Supreme Court after which Trustee Mackay moved, seconded by Trustee Lansing the following resolution:

WHEREAS, Property tax bill #736 for 29 Park Drive in the amount of \$1,762.50 was charged by a Stipulation settlement by the Supreme Court. Now, therefore, be it

RESOLVED, that invoice #736 be changed to \$1,692.00, reflecting a change in assessment.

RESOLVED, that a total of \$70.50 be deducted from the original assessment/tax roll total for the year June 1, 2014 to May 31, 2015, and be it further

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

At 8:49 P.M. Trustee Lansing made a motion, seconded by Trustee Mackay to enter into Executive Session.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

A discussion was held concerning the amount of money a department head is authorized to spend without reviewing the purchase with the Treasurer after which it was agreed that the Treasurer would meet monthly with each department head to review the budget and expenditures.

There was a discussion concerning the September 15th meeting, several members of the Board and Village Staff will be attending the Annual NYCOM Training School beginning on September 15th in Lake Placid. After which it was agreed to move the Regular Board Meeting scheduled for September 15th, 2014 to September 22nd, 2014.

The Mayor led a discussion concerning the Engineering Proposal from Weston and Sampson for the Van Rensselaer Blvd. Water Improvements. After which Trustee Mackay moved, seconded by Trustee Harris a resolution accepting the proposal from

Weston and Sampson for engineering Services not to exceed \$61,200.00, without Board Approval.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	NAY
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

The Mayor gave a brief update on the proposed cameras for the railroad crossing and future meetings.

The regular meeting reconvened at 9:20 P.M.

A motion was made by Trustee Lansing, seconded by Trustee Mackay to adjourn.

ADOPTED:

Trustee Harris	voting	AYE
Trustee Lansing	voting	AYE
Trustee Mackay	voting	AYE
Trustee Nicoll	voting	AYE
Mayor Grenier	voting	AYE

The meeting was duly adjourned at 9:21 P.M.

William T. Smith, Jr.
Treasurer