

Village of Glen Park
642 Main St.
Glen Park, NY 13601
Board of Trustees meeting and Organizational meeting
May 6, 2024

Organizational Meeting

Mayor Stephen Macaulay called the organizational meeting to order at 6:00 P.M.

Present: Mayor Stephen Macaulay, Trustee Shane Wisner, Trustee Barb Washer, Trustee Larry Brown, Trustee Joan Postorino, Zoning Enforcement Officer Derek Weaver, DPW Supervisor/Fire Chief Ralph Skinner II, and Clerk/Treasurer Renee Kolb.

Mayor Macaulay presented the Appointments for 2024-2025. A motion to accept the Appointments was made by Trustee Shane Wisner and seconded by Trustee Joan Postorino. A copy of the appointments is attached.

Mayor presented the following policies for the Board to review as emailed on April 19, 2024 by Clerk/Treasurer Renee Kolb:

1. Auto Reimbursement will be at the federal rate.
2. Resolution for Advance Approval of Claims for payment of public utility service, postage, freight, and express charges. This resolution was originally adopted at the April 5, 1993 meeting of the Board of Trustees of the Village of Glen Park. 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. The resolution was re-adopted at the October, 2020 organizational meeting.
3. Resolution for Attendance at Schools and Conferences for education benefiting the municipality by all elected and appointed officials, as well as employees of the Village of Glen Park. Pursuant to General Municipal Law Section 77-b municipal officers may attend schools, conferences and seminars conducted for the benefit of the local government. However, attendance is not authorized, nor can reimbursement be applied for, unless the Board of Trustees approves the attendance in advance. The original resolution was adopted April 2, 2018.
4. Procurement policy
5. NYSLRS Standard work day – see attached
6. Investment Policy

The above policies were accepted as presented. A motion by Trustee Joan Postorino and seconded by Trustee Barb Washer were re-adopted by the Board of Trustees. All in favor.

This concluded the Organizational meeting and was closed by Mayor Stephen Macaulay at 6:04 PM.

Regular Meeting

The regular monthly meeting was opened by Mayor Stephen Macaulay at 6:04 PM.

Two zoning permits were presented:

Permit # 2024-2 Bill Buck 602 Main St. for an 8' x 12' movable (on skids) Amish shed

Permit # 2024-3 Clifford Lashway 716-718 Main St. to remove two shed and construct a 16' x 60' pole barn

Trustee Joan Postorino motioned and Trustee Shane Wisner seconded to accept permit #2024-2 Bill Buck zoning permit as presented.

Trustee Shane Wisner motioned and Trustee Barb Washer seconded to accept permit #2024-3 Clifford Lashway zoning permit as presented.

Code Enforcement Officer Derek Weaver reported the wooden portion of the structure at 680 Main St. has been demolished and clean up is ongoing.

The Board discussed the single-wide trailer at 306 Main St. own by Daniel Buckley. Code Enforcement Officer Derek Weaver was directed to inspect the trailer to determine if the structure is unsafe and address the issue accordingly.

Code Enforcement Officer Derek Weaver was directed to send a second letter of notice to Meghan Williams, 746 Main St. for unregistered vehicle in the driveway.

Fire Chief Ralph Skinner ask the Board for direction for the truck committee whether to spec a commercial or custom fire engine. The Board directed Chief Skinner to spec what the fire department would like, along with financing (grants), cost of a grant writer and bring back to the Board to be determined how to finance the engine. Currently, the Fire Apparatus Reserve fund has a balance of \$159,701.39.

DPW Supervisor Ralph Skinner presented a quote (attached) from Elan City for a EVOLIS Vision Radar Speed Sign – solar for \$3,800.00 to be put in at the east end of Main St. The exact location to be determined. Trustee Larry Brown motioned and Trustee Barb Washer seconded to purchase the EVOLIS speed sign.

Trustee Larry Brown motioned and Trustee Barb Washer seconded to authorize Trustee Joan Postorino to purchase flowers for the Village flower planters by Memorial Day.

Clerk/Treasurer Renee Kolb handed out the preliminary June newsletter.

Trustee Larry Brown motioned and Trustee Shane Wisner motioned to accept the April 1, 2024 minutes.

Trustee Barb Washer motioned and Trustee Shane Wisner motioned to accept the April's Treasurer's report.

Upon motion made by Trustee Joan Postorino and seconded by Trustee Larry Bown that Treasurer/Deputy Clerk Renee Kolb was authorized to pay the audited and approved abstracts as follows:

General 11B	\$101,029.63	General 12A	\$10,067.48
Sewer 11B	1,112.64	Sewer 12A	753.99
Water 11B	860.68	Water 12A	67.31

Copies of the abstracts are attached.

Trustee Joan Postorino motioned and Trustee Larry Brown motioned to authorize Clerk/Treasurer Renee Kolb to pay the bills May 31st for the end of the fiscal year.

Clerk/Treasurer Renee Kolb presented Tax Warrant for the Fiscal Year June 1, 2024 to May 31, 2025 in the total amount of \$320,764.70 which includes property taxes of \$320,000.00 for the general fund and relieved water/sewer for \$764.70. Upon motion made by Trustee Shane Wisner and seconded by Trustee Larry Brown, the Board of Trustees authorized Mayor Stephen Macaulay to sign the warrant and Clerk/Treasurer Renee Kolb to collect said warrant.

Clerk/Treasurer Renee Kolb presented the General Fund budget transfers as follows:

	<u>Transfer to</u>	<u>Transfer from</u>	<u>Original Bal.</u>	<u>Adjusted Bal.</u>
Treasurer, personal exp A1325.1	1,600.00		52,787.74	54,387.74
Street Admin, personal exp A5010.1	1,000.00		62,517.44	63,517.44
Street Main't, personal exp A5110.1	700.00		28,007.00	28,707.00
Street Main't, contr. exp A5110.4		2,600.00	78,964.00	76,364.00
Snow, personal exp A5142.1		700.00	21,616.40	20,916.40

Trustee Joan Postorino motioned and Trustee Barb Washer seconded to authorize the General Fund budget transfers. The original is attached.

The April Wage Summary was passed around and signed by the Board of Trustees of which of copy is attached.

The Board discussed the Use Permit form for the Robert J. Thomas Community Hill Park and decided to implement the Use Permit form by a motion from Trustee Shane Wisner and seconded by Trustee Larry Brown. A copy of the form is attached.

Clerk/Treasurer Renee Kolb reported the 2024-2025 CHIPS apportionment from New York State this year is \$47,192.34, which includes 2023-2024 rollover not spent last year. A copy of the letter is attached.

The Village received a letter and documentation from the Village of Brownville for a request of assistance for emergency repairs to the Wastewater Treatment Plant when it lost power due to an electrical issue on January 8, 2024. The Village of Brownville requested 20% or \$1,667.23 of the total cost of \$8,336.15. Trustee Shane Wisner motioned and Trustee Joan Postorino seconded to grant the Village of Brownville's request of \$1,667.23 and authorized Clerk/Treasurer Renee Kolb to issue a check. A copy of the letter and documentation is attached.

Historian Constance Hoard requested the Board of Trustees to come to her home and see the historical records she has for the Village of Glen Park. The Board set a tentative date of May 22 at 4:00 PM upon the approval of Historian Constance Hoard.

Upon no further business Trustee Larry Brown motioned and Trustee Joan Postorino seconded to adjourn at 6:50 PM.

Respectively Submitted,

Renee Kolb
Clerk/Treasurer