

Minutes of Public Hearing held on April 3, 2023 on the Village of Glen Park Budget for the fiscal year 2023-2024. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the hearing to order at 5:30 p.m. following the budget being available at the Village Clerk's Home Office for 30 days prior to the hearing.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEE-ELECT SHANE WISNER, TRUSTEE JOAN POSTORINO, TRUSTEE LARRY J. BROWN, TRUSTEE-ELECT BARBARA A. WASHER, DPW SUPERVISOR AND GLEN PARK FIRE DEPARTMENT CHIEF RALPH SKINNER, TREASURER RENE'E KOLB, via speaker phone in Florida and VILLAGE CLERK CONSTANCE G. HOARD.

No one appeared regarding the matter discussed at the public hearing on the budget.

Mayor Stephen Macaulay closed hearing at 6:00 p.m. upon motion made by Shane Wisner, seconded by Joan Postorino. CARRIED.

Respectfully submitted,

CONSTANCE G. HOARD, Village Clerk

MINUTES OF ORGANIZATIONAL MEETING APRIL 3, 2023

Minutes of Organizational Meeting of the Board of Trustees of the Village of Glen Park held on April 3, 2023. The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the meeting to order at 6:01 pm.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEE-ELECT SHANE WISNER, and TRUSTEE-ELECT BARBARA A. WASHER, TRUSTEE JOAN POSTORINO AND TRUSTEE LARRY J. BROWN, DPW SUPERVISOR AND GLEN PARK FIRE DEPARTMENT CHIEF RALPH SKINNER, TREASURER RENE'E KOLB via speaker phone in Florida AND VILLAGE CLERK CONSTANCE G. HOARD.

The oaths of office were administered by Village Clerk Constance G. Hoard to Trustee-Elect Shane Wisner and Trustee-Elect Barbara A. Washer, for two-year terms. Thereafter Trustee Shane Wisner and Trustee Barbara A. Washer entered the meeting.

No one appeared regarding the matter discussed at the public hearing on the budget. Following the Budget Hearing which had been opened at 5:30 p.m. and closed at 6.01 p.m. Mayor Stephen Macaulay presented the Budget for consideration.

Upon motion made by Joan Postorino seconded by Larry J. Brown, the budget is hereby adopted with the following tax rates:

Town of Brownville 5.1143866

Town of Pamela 9.0253881

CARRIED.

A budget which was on inspection with the Village Clerk Constance G. Hoard for thirty days prior to this meeting will be placed in her permanent file when when received from the Treasurer Rene'e Kolb. with her signature.

Mayor Stephen Macaulay presented the following policies to the Board of Trustees for review and re-adoption, No changes were presented. Upon motion made by Shane Wisner seconded by Joan Postorino, the following policies were re-adopted by the Board of Trustees. CARRIED.

Investment Policy adopted April 3, 1993.

Glen Park Village Board & Mayor's Appointment list for 2023-2024.

Upon motion made by Larry J. Brown, seconded by Joan Postorino, the appointments were accepted as presented. CARRIED. .

Standard Work Day & Reporting Resolution RS 2417-A as prepared by Treasurer Rene'e Kolb and presented to Village Clerk Constance G. Hoard for signature and Village Seal for annual review and consideration in compliance with original resolution enacted February 4, 2013. Treasurer Rene'e Kolb had **Resolution RS 2418** indicating the Standard Work Day Resolution for Employees which includes:

Department of Public Works Supervisor 8 hours, Department of Public Works Laborer 8 hours Treasurer/Tax Collector/Deputy Clerk, 8 hours, Board of Trustees 8 hrs, Zoning Officer 6 hours, Police Officer 8 hours, Village Clerk 8 hours, Health Officer 6 hours.

The **Standard Work Day Resolution for Employees RS 2418** as prepared by Treasurer Rene'e Kolb will be presented to Village Clerk Constance G. Hoard for

signature and attachment of the Village Seal thereto for its annual review.CARRIED.

A copy of the Resolution will be posted at the main entrance to the Village Office for at least 30 days by Treasurer Rene'e Kolb. Village Clerk Constance G. Hoard's **Standard Work Day file** had been left in Treasurer's Rene'e Kolb's possession in 2016 and will continue to remain in the possession of Treasurer Rene'e Kolb. CARRIED

Auto Reimbursement will be at the federal rate. The original motion was made by Board of Trustees at their meeting on April 1, 2002. CARRIED.

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..

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.

The **Village of Glen Park Procurement Policy** supported by **Resolution No. 2 Adopting Local Law 1 of 2019 dated April 1, 2019 Authorizing the Use of a Best Value Award Methodology for Purchase Contracts** which should be reviewed annually by the Village Board at its organizational meeting or as soon thereafter as is reasonably practical.

There being no further business before the Organizational Meeting, the meeting was adjourned at 6:01 p.m. upon motion made by Joan Postorino, seconded Larry J. Brown CARRIED

Respectfully submitted,

CONSTANCE G. HOARD
Village Clerk

Minutes of Regular Meeting of the Board of Trustees of the Village Glen Park . held on April 3, 2023 The meeting was held at the Municipal Complex, 642 Main Street, Glen Park. Mayor Stephen Macaulay called the hearing to order at 6:02 p.m.

ROLL CALL: MAYOR STEPHEN MACAULAY, TRUSTEE SHANE WISNER, TRUSTEE JOAN POSTORINO, TRUSTEE LARRY J. BROWN, TRUSTEE BARBARA A. WASHER, DPW SUPERVISOR AND GLEN PARK FIRE DEPARTMENT CHIEF RALPH SKINNER, RESIDENT SILVIA SHAMBO, TREASURER RENE'E KOLB via speakerphone in Florida and VILLAGE CLERK CONSTANCE G. HOARD

Upon motion by Shane Wisner, seconded by Joan Postorino, the minutes for the last meeting, March 6, 2023, be accepted with corrections as presented by Village Clerk Constance G. Hoard. CARRIED.

Mayor Stephen Macaulay stated that Police Officer Larry Jobson's report for the month of March, 2023 had been left for review by the Board of Trustees and filing with the Village Clerk Constance G. Hoard.

Glen Park Fire Department Chief Ralph Skinner also reported that the Glen Park Fire Department received the Town of Pamelia fire contract. A copy of the contract will be given by the Glen Park Fire Department Chief Ralph Skinner to Village Clerk to file the Town of Pamelia fire contract in the amount of \$53,312.00. Upon motion made by Joan Postorino, seconded by Barbara Washer Wisner, authorized the contract and Treasurer authorized to give the Glen Park Fire Department the contract proceeds. A copy of the contract will be filed with Village Clerk when available. CARRIED.

Following a discussion of reprinting the first Glen Park History. a motion was made and carried to have Coughlin Printing reprint 250 copies in the amount of \$1,326.66. CARRIED

Derek Weaver entered meeting to discuss the terms for his appointment as Zoning Officer as presented at Organizational Meeting. Derek Weaver agreed to start April 17, 2023 and to work 16 hours per month. He then left meeting at 6:05 p.m.

Mayor Stephen Macaulay presented Treasurer Rene'e Kolb report dated March 31, 2023 for approval. Upon motion made by Larry J. Brown seconded by Joan Postorino, the Treasurer's Report is accepted as presented. CARRIED.

Mayor Stephen Macaulay presented appointment of Constance G. Hoard Registrar and Rene'e Kolb Deputy Registrar. Upon motion made by Larry J. Brown seconded by Joan Postorino the appointments are agreed upon. CARRIED.

Following a discussion, upon motion by Barbara Washer, seconded by Larry J. Brown, Board of Trustees authorizes Treasurer to make **Budget Modifications for fiscal year 2022-2023** dated 4/3/2023 from General Fund for Histories, contractual expense A7510.4 to increase Budget 1,400.00 Original Balance 00.00 to Adjusted Balance 1,400.00. CARRIED

Also, upon a motion by made by Barbara Washer, seconded by Larry J. Brown ,Board of Trustees authorize Treasurer to make **Budget Transfers Fiscal Year 2022-2023** All Funds dated 4/3/2023 Histories A7510.4 Transfer to A7510.4 1,400.00, Original Balance 0.00; Adjuusted Balance 1,400.00 ;

Transfer From Snow, contractual expense A5142.4 1,400,00; Original Balance 25,00.00 Adjusted Balance \$23,600.00. CARRIED.

Upon motion made by Joan Postorino, seconded by Larry J. Brown, Treasurer Rene'e Kolb is authorized to pay all verified bills as authorized, evidenced by the bills, for each abstract approved by auditors (Trustee Shane Wisner and Mayor Stephen Macaulay) when presented by Treasurer Rene'e Kolb. The original abstracts will then be delivered by Treasurer Rene'e Kolb for review by Glen Park Board of Trustees and signed by them, dated the date of their individual signatures, and presented when available to Village Clerk Constance G. Hoard who will direct payment of the bills, a copy of each abstract will be left for filing with Village Clerk Constance G. Hoard and the originals will be returned to Treasurer Rene'e Kolb for placement of the original of each abstract in her files:

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|------------------|-----|----------|---------|
| Abstract General | 10B | 20117.98 | |
| Abstract Sewer | 10B | 886.29 | |
| Abstract Water | 10B | 129.41 | |
| Abstract General | 11A | 10081.74 | |
| Abstract Sewer | 11A | 20229.16 | |
| Abstract Water | 11A | 12041.35 | CARRIED |

BUILDING PERMIT APPLICATION presented by Mayor Stephen Macaulay to the Board of Trustees for review from Silvia Shambo dated March 24, 2023 for placement at her premises at 684 Main Street, Glen Park, NY (Watertown, NY 13601 address shown on Application for Zoning Permit Only) of an 8 foot by 12 foot shed shown as an attachment evidenced by Treasurer's Receipt #1346 (with "2023-1 on upper right corner of application)which had been approved with "sewer and water clear" by Ralph Skinner on March 24, 2023. Upon motion made by Joan Postorino and carried, the permit was granted by Mayor Stephen Macaulay on April 3, 2023.. CARRIED

Silvia Shambo exited meeting at 6:10 p.m.

Following a discussion on a summer laborer, upon motion made by Larry J. Brown, seconded by Barbara Washer, Dylan Munk, 16123 Star Schoolhouse Rd, Dexter NY is appointed summer laborer. CARRIED

Upon motion made by Barbara Washer, seconded by Shane Wisner, there being no further business before the meeting, the reading of the minutes for information was dispensed with and the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

CONSTANCE G. HOARD
Village Clerk