

**VILLAGE OF ALTAMONT**  
**REGULAR BOARD MEETING AGENDA**  
7:00 PM April 4, 2017

Pledge of Allegiance

**Installation of Village Officials**

Honorable Kerry Dineen

Honorable James Greene

Honorable Madeline LaMountain

Honorable John Scally

Honorable Dean Whalen

**2017 Organizational Meeting (See attachment)**

Consider resolution to adopt the proposed appointments, designations, schedules, personnel and financial procedures contained within the Organizational Meeting Agenda.

**Committee Reports**

Parks

**Staff Reports**

Mayor's Report

Altamont Fire Dept

Public Works

Police Department

Archives & Museum

Building Dept.

Treasurer

**Public Comment**

1. Public Hearing on April 4, 2017 at 7:00 p.m. to consider 2017-2018 Village Budget before final adoption.
2. Consider approval of Standard Work Day Resolution of 6 hours per day for Village Clerk, Court Clerk, Administrative Assistant, and Parks Department for NYS Retirement System for reporting purposes.
3. Consider approval of Standard Work Day Resolution of 8 hours per day for Department of Public Works and Police Department for NYS Retirement for reporting purposes.
4. Consider resignation of John Scally, Planning Board member, effective April 3, 2017. Mr. Scally was elected as a Village Trustee on March 21, 2017.
5. Consider acknowledging Mayor Dineen's appointment of Deborah Hext to the position of Planning Board member for the remainder of a five year term which expires on March 31, 2019. Position was previously filled by John Scally.
6. Consider 2017 Village Fee Schedule as follows:
  - \$65 Bozenkill Summer Recreation Program
  - \$ 3 Swim Fee for Resident
  - Free Swim Fee for Resident 5 and under
  - Free Swim Fee for Resident Senior Citizens
  - \$ 5 Swim Fee for Non-resident
  - \$ 1 Swim Fee for Non-resident 5 and under
  - \$ 1 Swim Fee for Non-resident Senior Citizens
7. Consider authorizing Jeffrey Moller, Supt. of Public Works, to move forward with termination of water service on April 11, 2017, if payment is not received from the following delinquent non-residents: Joel Dowling, 933 Altamont Voorheesville Rd; Bruce Stewart, 100 Shady Creek Lane; Joan Johnson, 705 Heather Lane; Steven & Susan Spaccarelli, 6407 Gun Club Road; Howard Gage, 102 Main Street; and Scott & Jodie Rutledge, 1129 Berne Altamont Road.

8. Consider appointment of Sean Ralston, Guilderland, to part-time police officer position, not to exceed 20 hours per week at a salary of \$15 per hour per recommendation of Chief Todd Pucci. Position is probationary for a period of up to one year. After successful completion of probation, salary will be increased to \$16.00 per hour.
9. Consider request of Altamont PTA to hold annual garage sale along the streets of Altamont and Orsini Park on Saturday, May 6, 2017 from 9:00 a.m. to 4:00 p.m.
10. Consider approval of Board Minutes for March 7<sup>th</sup> & March 21, 2017.
11. Consider motion to adjourn.

Next scheduled meetings:        Tuesday, May 2, 2017 – 7:00 p.m.

VILLAGE OF ALTAMONT  
BOARD OF TRUSTEES  
Organizational Meeting Agenda  
April 4, 2017

**PART I**

**One Year Term**

Dean Whalen, Deputy Mayor  
Patty Blackwood, Deputy Court Clerk  
Kelly Best, Secretary, Planning Board & Zoning Board of Appeals

**Four Year Term**

Patty Blackwood, Clerk  
Catherine Hasbrouck, Treasurer  
Patty Blackwood, Recorder of Vital Statistics  
Catherine Hasbrouck, Deputy Recorder of Vital Statistics  
Kelly Best, Subregistrar of Vital Statistics

**Five Year Term**

Stephen Caruso, Member, Planning Board (2022)  
John Huber, Member, Zoning Board of Appeals (2022)

**PART II**

**Official Newspaper**

Altamont Enterprise - Primary  
Spotlight - Alternative

**Official Banks**

Key Bank – Altamont Branch, First National Bank of Scotia, First Niagara Bank, Citizens Bank, J.P. Morgan Chase Bank, Kinderhook Bank, Pioneer Commercial Bank, NBT Bank and M&T Bank as official depositories of the Village of Altamont.

Authorize Mayor and Treasurer to invest Certificates of Deposit in any of the designated official depositories with a third party holding the securities.

Authorize Mayor and Treasurer to sign checks on behalf of the Village.

**Time & Place of Meetings**

Village Board – 7:00 p.m. First Tuesday of each month and third Tuesday as needed  
-June 6, 2017 meeting rescheduled to June 7, 2017  
-July 4, 2017 meeting rescheduled to July 18, 2017  
-August 1, 2017 meeting, if needed  
-September 5, 2017 meeting rescheduled to September 6, 2017  
Planning Board – 7:00 p.m. Fourth Monday of each month as needed  
-December 25, 2017 meeting rescheduled to Monday, December 18, 2017 due to Christmas Day  
Zoning Board of Appeals – 7:00 p.m. Second Tuesday of each month as needed

**Mileage**

Mileage rate coincides with Federal IRS approved rate per mile for reimbursement to Village employees when authorized to use their private vehicles on village business.

**Bonds**

For Officials and Employees to continue as last year  
(\$50,000 Clerk/Treasurer; \$10,000 Employees)

**Personnel Policy**

To continue as written

**Holiday Schedule**

Approve holiday schedule for Village employees for FY 2017-18 per Schedule A.

**Procurement Policy**

To continue without change

## **2018 Organizational Meeting**

First Tuesday in April 2018

### **Village Engineers**

Designate Barton and Loguidice to serve as Village Designated Engineers for FY 2017-18.

### **Village Counsel**

Designate Whiteman Osterman & Hanna LLP to serve as Village Designated Attorneys for FY 2017-18.

## **PART III**

### **Training**

Authorizing Mayor Dineen to approve meetings, conferences, and training seminars for employees that would benefit the Village and could include the following schools, conferences and seminars sponsored by New York State Conference of Mayors such as: Annual Training School; Fall Training School; Public Works Training School; Legislative Meeting; Winter Legislative Meeting; Office of the New York State Comptroller; Office of Court Administration; Public Works Training and Licensing, and the Albany County Division of Management and Budget technology classes.

### **Advance Payment of Claims**

Authorize Village Treasurer to pay, in advance of audit, claims for public utility services, postage, hospitalization, freight and express charges, claims for petty cash, Senior Entertainment/Trips, JP Morgan Chase Bank (Water Principal/Interest bond payments), Manufactures & Traders Trust (Sewer Principal/ Interest Bond Payments), Wex Bank (Suntrak card), School & Property Taxes, NYS Municipal Workers Comp., Disability Insurance, Health Department Park Permits, MasterCard, and fees for officials and staff to attend meetings and schools approved by Mayor Dineen prior to the next scheduled regular board meeting.

**VILLAGE OF ALTAMONT**

**2017-18 HOLIDAYS**

**Schedule A**

MONDAY, MAY 29, 2017	MEMORIAL DAY
TUESDAY, JULY 4, 2017	INDEPENDENCE DAY
MONDAY, SEPTEMBER 4, 2017	LABOR DAY
MONDAY, OCTOBER 09, 2017	COLUMBUS DAY
TUESDAY, NOVEMBER 7, 2017	ELECTION DAY (SKELETON CREW)
FRIDAY, NOVEMBER 10, 2017	VETERAN'S DAY
THURSDAY, NOVEMBER 23, 2017	THANKSGIVING DAY
FRIDAY, NOVEMBER 24, 2017	DAY AFTER THANKSGIVING
MONDAY, DECEMBER 25, 2017	CHRISTMAS
MONDAY, JANUARY 1, 2018	NEW YEARS
MONDAY, JANUARY 15, 2018	MARTIN LUTHER KING DAY
MONDAY, FEBRUARY 19, 2018	PRESIDENT'S DAY