

**VILLAGE OF ALTAMONT**  
REGULAR BOARD MEETING AGENDA  
7:00 PM April 5, 2016

Pledge of Allegiance

**Installation of Village Officials**

Honorable Nicholas Fahrenkopf

Honorable James Greene

**2016 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 5, 2016 at 7:00 p.m. to consider 2016-2017 Village Budget before final adoption.
2. Consider request of Carol Bullard of Public Citizen and NY4Democracy Coalition to adopt resolution in regard to election campaign financing.
3. Consider authorizing Jeffrey Moller, Supt. of Public Works, to move forward with termination of water service on April 12, 2016, if payment is not received from the following delinquent non-residents: Hugo Clearwater, 6584 Dunnsville Road; Paul Lawler, 16 Danvers Road; Laura Provo-Parker, 1129 Berne Altamont Road.
4. Consider request of Altamont PTA to hold annual garage sale along the streets of Altamont and Orsini Park on Saturday, May 7, 2016 from 9:00 a.m. to 4:00 p.m.
5. Consider approving Altamont Fire Department's participation in the following events: Altamont Memorial Day Parade on May 22<sup>nd</sup>; Voorheesville Memorial Day parade on May 28<sup>th</sup>; Berne and Knox Memorial Day parade on May 30<sup>th</sup>; and Schenectady Holiday Parade on November 19<sup>th</sup>.
6. Consider approval of Board Minutes for February 23<sup>rd</sup> & March 1, 2016.
7. Consider motion to adjourn.

Next scheduled meetings:            Tuesday, May 3, 2016 – 7:00 p.m.

VILLAGE OF ALTAMONT  
BOARD OF TRUSTEES  
Organizational Meeting Agenda  
April 5, 2016

**PART I**

**One Year Term**

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

**Five Year Term**

Kathryn Provencher, Member, Zoning Board of Appeals (2021)  
John Hukey, Member, Planning Board (2021)

**NYS Retirement Standard Work Day**

Clerk	6 hours
Court Clerk	6 hours
Administrative Assistant	6 hours
Parks Department	6 hours
Dept. of Public Works	8 hours
Police Department	8 hours

**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  
-July 5, 2016 meeting rescheduled to July 19, 2016 due to Independence Day holiday  
-August 2, 2016 meeting, if needed  
Planning Board – 7:00 p.m. Fourth Monday of each month as needed  
-November 8, 2016 meeting rescheduled to Monday, November 15, 2016 due to Election Day  
Zoning Board of Appeals – 7:00 p.m. Second Tuesday of each month as needed  
-December 26, 2016 meeting rescheduled to Monday, December 19, 2016 due to Christmas holiday.

**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 2016-17 per Schedule A.

**Procurement Policy**

To continue without change

**2017 Organizational Meeting**

First Tuesday in April 2017

**Village Engineers**

Designate Barton and Loguidice to serve as Village Designated Engineers for FY 2016-17.

**Village Counsel**

Designate Whiteman Osterman & Hanna LLP to serve as Village Designated Attorneys for FY 2016-17.

**PART III****Training**

Authorizing Mayor Gaughan 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, and fees for officials and staff to attend meetings and schools approved by Mayor Gaughan prior to the next scheduled regular board meeting.

**VILLAGE OF ALTAMONT**

**2016-17 HOLIDAYS**

**Schedule A**

MONDAY, MAY 30, 2016	MEMORIAL DAY
FRIDAY, JULY 4, 2016	INDEPENDENCE DAY
MONDAY, SEPTEMBER 5, 2016	LABOR DAY
MONDAY, OCTOBER 10, 2016	COLUMBUS DAY
TUESDAY, NOVEMBER 8, 2016	ELECTION DAY (SKELETON CREW)
FRIDAY, NOVEMBER 11, 2016	VETERAN'S DAY
THURSDAY, NOVEMBER 24, 2016	THANKSGIVING DAY
FRIDAY, NOVEMBER 25, 2016	DAY AFTER THANKSGIVING
MONDAY, DECEMBER 26, 2016	CHRISTMAS
MONDAY, JANUARY 2, 2017	NEW YEARS
MONDAY, JANUARY 16, 2017	MARTIN LUTHER KING DAY
MONDAY, FEBRUARY 20, 2017	PRESIDENT'S DAY