

AGENDA – REGULAR MEETING
VILLAGE OF POTSDAM BOARD OF TRUSTEES
JANUARY 9, 2017 – 7:00 P.M.

1

POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

ROLL CALL:

1. ACCEPTANCE OF MINUTES:

December 19, 2016	Public Hearing	6:30 p.m.
December 19, 2016	Public Hearing	6:45 p.m.
December 19, 2016	Regular Meeting	7:00 p.m.
December 19, 2016	Executive Session	7:38 p.m.

2. MAYOR'S COMMENTS:

3. TRUSTEE'S COMMENTS:

4. ADMINISTRATOR'S COMMENTS:

5. CODE ENFORCEMENT OFFICER'S REPORT:

6. PUBLIC COMMENTS:

7. NEW BUSINESS:

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the partial expenditures for the month of January 2017 in the amount of \$71,069.33 chargeable to the following funds:

General Fund	\$ 41,967.30
Water Fund	19,607.79
Sewer Fund	7,646.32
Hydro Fund	179.20
Recreation Fund	475.18
Trash Fund	<u>1,193.54</u>
TOTAL	<u>\$ 71,069.33</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the additional expenditures for the month of December 2016 in the amount of \$938,546.37 chargeable to the following funds:

General Fund	\$ 507,863.53
Water Fund	134,220.19
Sewer Fund	86,493.44
Hydro Fund	11,902.53
Trash Fund	58.60
Trust & Agency Fund	3,688.11
Capital Fund	148,934.89
Recreation Fund	25,997.97
Payroll Fund	<u>19,387.11</u>
TOTAL	<u>\$ 938,546.37</u>

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to pay the following invoice:

TO: Passero Associates in the amount of \$3,268.71 for Professional Services rendered in connection with the Potsdam Airport Runway 06-24 Rehabilitation Construction Administration FAA #3-36-0201-031-15.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the following Capital Assets Policy:

Village of Potsdam Capital Assets Policy

It is the responsibility of the Trustees and Administration of the Village of Potsdam to maintain and replace the Capital Assets of the Village in order to best expend monies put forth by the tax payers of the Village of Potsdam. Capital Assets are those fixed assets with significant useful lives. The Village of Potsdam is committed to maintaining and improving all of its capital assets. This commitment magnifies the importance of a long term plan to prioritize and justify the necessary expenditures, develop a time table for proposed repairs/replacements, and to strategize payment methods/opportunities.

The Multi-year Capital Assets Plan will be developed by a Committee composed of the Mayor and Village Trustees, Village Administrator, Treasurer, and Department Heads. Public meetings/hearings will be held for the input of the general public. The Multi-year Capital Assets Plan will be for a period of no less than 3 years and no more than 5 years. Said plan is to be evaluated and updated on a one year cycle.

The Multi-year Capital Assets Plan will be developed according to a six step plan. Step one shall be the development of policy and objectives. Step two will consist of creating an inventory of all assets belonging to the Village of Potsdam and conditions of such assets. During step three, it shall become the responsibility of the Board and Staff, with public input, to prioritize projects and all expenditures related to each. Step four will involve assessing budgetary impacts related to each project respectively. Step five shall be a time for discussing and strategizing capital acquisition. The final step, step six, is the actual implementation of the Capital Assets Plan along- side the yearly budget.

It shall be the objective of this plan to provide the Village of Potsdam with a long term plan for the improvement and replacement of assets while providing guidance during budget preparation. It is the belief of the Trustees of the Village of Potsdam that the implementation of such a plan will assist in our continued goals of correcting current and preventing future financial stress.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution awarding the Bid for the surplus Village 80 Gallon Westward Air Compressor to Kevin Page for his bid of \$210.00. Note: This was the only bid received.

Ayes _____

Nays _____

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Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to make the following FY 16-17 budget modifications:

<u>INCREASE</u>	<u>Description</u>	<u>DECREASE</u>	<u>Description</u>	<u>Amount</u>
05-5110-479	Road Reconstruction	05-3501-000	CHIPS	\$20,270.65

ROLL CALL VOTE:

AYES:

NAYS:

Trustee _____ Moved and Trustee _____ Seconded a resolution to hold a Public hearing on January 23, 2017 at 6:45 p.m. in the Civic Center Board Room, Park Street, Potsdam, NY. The purpose of the hearing is to receive public comment on proposed Local Law #1-2017 to amend Chapter 180, Zoning.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution appointing the Village Clerk Treasurer as the Labor Standards Compliance Officer for NYS Small Cities Community Development Block Grant Program grant # 947PR179-16.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution appointing the Director of Planning and Development as the Section 3 Coordinator and Fair Housing Officer for NYS Small Cities Community Development Block Grant Program grant # 947PR179-16.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to go into Executive Session for the discussion of the employment history of particular persons at _____ p.m.

Ayes _____

Nays _____

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Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn
the Executive Session at _____ p.m.

Ayes _____

Nays _____

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn
the Regular Meeting of the Village of Potsdam Board of Trustees of January 9, 2017
at _____ p.m.

Ayes _____

Nays _____