

Village of Endicott Nicholas Burlingame, Mayor

Timothy P. Wright, Deputy Mayor

R. Ted Warner, Trustee

Patrick Dorner, Trustee

Machelle Spinelli, Trustee

Anthony Bates, Village Manager

Robert McKertich, Attorney for the Village

A Quality Community

Municipal Building

1009 E. Main St

Endicott, NY 13760

**Board & Reorganizational Meeting**

**January 15, 2024**

**6:00pm**

**Order of Business**

**1. Pledge of Allegiance – Moment of Silence**

**2. Fire and ADA Compliance Announcement**

**3. Mayor Announcements**

**4. Village Manager Report**

**5. Attorney for the Village Report**

**6. Special Presentations-** EPD New Officers

**7. Public Hearings**

**8. Resolutions/Local Laws**

**9. 1st Hearing of Visitors**

As no one wished to speak, Mayor Burlingame closed the 1st hearing of visitors

**10. Approval of Minutes**

a. VOE 12/18/2023

A motion to approve 12/18/2023 was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Abstain

b. VOE 1/1/2024

A motion to approve 1/1/2024 was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**11. Communications for Filing**

a. Dept of Health, DWSRF Hardship Award

b. Homes & Community Renewal- Housing Trust Fund

c. Charter Communications- 12/28/2023 & 1/9/2024

d. Letter from the Endicott Holiday Parade Committee

e. Notice from the Mayor-Committee Vacancy Appointments

A motion to approve filing a-e was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**12. Organizational Meeting**

a. Legal Counsel: Coughlin & Gerhart, LLP

A motion to approve Coughlin & Gerhart, LLP as legal counsel was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

b. Engineering Consultant for Triple Cities Airport: McFarland Johnson

A motion to approve McFarland Johnson as VOE Engineering Consultants was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

c. Official Newspaper: Press & Sun Bulletin

A motion to approve Press & Sun Bulletin as the official newspaper to the Village was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

d. Official Depositories: Citizens Bank

Key Bank

JP Morgan

M&T Bank

NBT Bank

Tioga State Bank

NYCLASS

A motion to approve all above depositories to the Village was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

e. Board of Trustees Meetings: 6:00 pm on the 1st and 3rd Mondays of each month

A motion to approve Board of Trustees Meetings: 6:00 pm on the 1st and 3rd Mondays of each month was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

f. Mileage: IRS Mileage rate of .67/per mile

A motion to approve the recommended IRS Mileage rate of .67/per mile for Village travel was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

g. Mayor Appointments subject to Board of Trustees approval:

Planning Board (Seat 3): Peter Burnett, term expiring 12/31/2028

Planning Board (Alternate): Lynda Broadfoot, term expiring 12/31/2024

Planning Board (Alternate): Mark Ponzi, term expiring 12/31/2024

Planning Board Chair: Dave Powell

Zoning Board of Appeals (Seat 1): Bonnie Cornick, term expiring 12/31/2028

Board of Water Commissioners (Seat 3): Richard Greco, term expiring 12/31/2028

Registrar: Janice Orlando, term expiring 12/31/2024

Deputy Registrar: MaryAnn Swan, term expiring 12/31/2024

Substitute Registrar: Patrick Garey, term expiring 12/31/2024

Board of Light Commissioners (Seat 1): Jason McGonnigal, term expiring 12/31/2027

Board of Light Commissioners (Seat 2): John Vissar, term expiring 12/31/2027

Veterans Memorial Park Comm. (Seat 1): Nick Burlingame, term expiring 12/31/2024

Veterans Memorial Park Comm. (Seat 2): Gary Denmon, term expiring 12/31/2024

Veterans Memorial Park Comm. (Seat 3): Pat Scanlon, term expiring 12/31/2024

Police Matron: Lisa Darrow, term expiring 12/31/2024

A motion to approve all Mayor Appointments was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

h. Trustee Appointments:

Wastewater Oversight Committee (Seat 1): Anthony Bates, term expiring 12/31/2024

Wastewater Oversight Committee (Seat 2): Phil Grayson, term expiring 12/31/2024

Parking Advisory Commission (Seat 4): Bonnie Cornick, term expiring 12/31/2028

Parking Advisory Commission (Seat 5): Timothy Wright, term expiring 12/31/2024

Library Board (Seat 6): Michael Mancini, term expiring 12/31/2028

Board of Light Commissioners (Seat 8): Nick Burlingame, term expiring 12/31/2024

Airport Advisor Commission (Seat 5): Tim Wright, term expiring 12/31/2025

A motion to approve all Trustee Appointments was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**13. New Business**

a. PeopleReady Agreement-temporary employees for the VOE Street dept

A motion to approve the PeopleReady Agreement was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

b. AFSCME Tentative Contract

A motion to approve the AFSCME Tentative Contract was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

c. Haylor, Freyer & Coon- COBRA Administrative Services Agreement

A motion to approve the COBRA Administrative Services Agreement-(HF&C) was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

d. Laennah Lorence, Mayor’s Secretary -Rate $19.50/hrly

A motion to approve Laennah Lorence, Mayor’s Secretary at a rate of $19.50/hrly effective 1/1/2024 was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**14. Bid(s)-None**

**15.** **Accounts Payable for Action 1/1/2024 $243,409.34**

|  |  |
| --- | --- |
| **GENERAL** | **$131,875.92** |
| **LIGHT** | **$12,970.07** |
| **WATER** | **$63,493.65** |
| **WASTEWATER** | **$9,353.26** |
| **CAPITAL** | **$21,175.53** |
| **LIBRARY** | **$3,300.60** |
| **PARKING** | **$1,240.31** |
| **TRUST & AGENCY** | **$0.00** |
| **TOTAL** | **$243,409.34** |

A motion to approve the Accounts Payable -1/1/2024was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**15a.** **ACH’s** for 1/1/2024 $34,198.49

A motion to approve the ACH’s for 1/1/2024 was made by Trustee Wright and seconded by Trustee Dorner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**15b. Pre-Paids** for 1/1/2024 $219,163.06

A motion to approve the Prepaids for 1/1/2024 was made by Trustee Wright and seconded by Trustee Spinelli

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**16. Accounts Payable for Action 1/15/2024 $880,704.67**

|  |  |
| --- | --- |
| **GENERAL** | **$141,822.88** |
| **LIGHT** | **$22,549.09** |
| **WATER** | **$126,007.51** |
| **WASTEWATER** | **$190,120.36** |
| **CAPITAL** | **$381,635.42** |
| **LIBRARY** | **$17,943.54** |
| **PARKING** | **$625.87** |
| **TRUST & AGENCY** | **$0.00** |
| **TOTAL** | **$880,704.67** |

A motion to approve the Accounts Payable -1/15/2024was made by Trustee Wright and seconded by Trustee Spinelli

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**16a. ACH’s** for 1/15/2024 $510,998.96

A motion to approve the ACH’s -1/15/2024was made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**16b. Pre-Paids** for 1/15/2024 $32,908.87

A motion to approve the prepaids -1/15/2024was made by Trustee Wright and seconded by Trustee Spinelli

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes

**17. Unfinished Business**

**18. 2nd Hearing of Visitors**

As no one wished to speak, Mayor Burlingame closed the 2nd hearing of visitors

**19. Mayor Comments**

**20. Trustee Comments**

**21. Executive Session**

**22. Adjournment**

A motion to adjournwas made by Trustee Wright and seconded by Trustee Warner

Roll Call

Warner- Yes Dorner- Yes Wright- Yes Spinelli- Yes