



# TOWN OF ROTTERDAM

DIANE M. MARCO  
Town Clerk

John F. Kirvin Government Center \* 1100 Sunrise Boulevard \* Rotterdam, NY 12306  
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October 5, 2023

Certified Resolutions: #306.23-#309.23 for the year 2023 was duly adopted at the Special Town Board Meeting held at the John F. Kirvin Government Center 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023 at 7:00 p.m. Motion #29.23 was made by Councilmember Christou and seconded by Councilmember Miller-Herrera. The Town Board Agenda review meeting began approximately 6:46 p.m. Agenda review was adjourned at approximately 6:53 p.m. All agreed to adjourn agenda review. The Town Board Meeting started at approximately 7:00 p.m. The Town Board Meeting was adjourned at approximately 7:15 p.m. by Councilmember Dodson and seconded by Councilmember Christou. All agreed to adjourn the Town Board Meeting.

All Councilmembers were present

*Diane M. Marco*

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Diane M. Marco, Town Clerk

**SPECIAL MEETING OF THE  
ROTTERDAM TOWN BOARD**

October 4, 2023

7:00 PM

*Agenda Review 6:30 PM*

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**SUPERVISOR'S REMARKS:** Supervisor Mollie A. Collins

**EXECUTIVE SESSION**

**PROCLAMATIONS/PRESENTATIONS**

**PUBLIC HEARING**

**PUBLIC COMMENT – PRIVILEGE OF THE FLOOR:**

Those members of the public wishing to address the Town Board will be asked to sign in before the meeting is called to order on the sign-in sheets being provided. Speakers will be called to the podium in the order of their signing in. Persons recognized by the Chair to speak during privilege of the floor shall direct his/her comments to the Town Supervisor as Chair of the meeting. Persons granted the privilege of the floor shall first clearly state his/her name and address for the record. Persons so addressing the Chair through the use of a prepared written statement shall submit a copy of the same to the Town Clerk for the purpose of maintaining clear and accurate official minutes of the Town Board meeting.

**GENERAL RULES OF PROCEDURE FOR PUBLIC HEARINGS & PRIVILEGE OF THE FLOOR:**

Any person recognized by the Town Supervisor to speak during privilege of the floor shall direct his/her comments to the Town Supervisor as chair of the meeting. Any person granted the privilege of the floor shall first clearly state his/her name and address for the record. The purpose of privilege of the floor shall be for speakers to express their views, thoughts and speak freely. Each speaker, who wishes to address the town board, shall have an equal and reasonable opportunity to be heard by the town board. Each speaker shall be afforded a maximum of four (4) minutes to address the town board.

**INTRODUCTION OF MOTIONS, ORDERS AND RESOLUTIONS**

**MOTION**

**29.23** To add resolution 309.23 to the agenda.

**RESOLUTIONS**

**INTRODUCTION OF MOTIONS, ORDERS AND RESOLUTIONS**

**RESOLUTIONS**

**306.23** Presentation by the Town Clerk of the 2024 Tentative Budget to the Town Board.

**307.23** To amend Resolution 279.23 of the year 2023; To approve the JCAP 2023-2024 grant for the Justice Court.

**308.23** Authorize an agreement with Prime AE for professional engineering services related to a Leak Detection Survey for Water District No. 5.

**309.23** To schedule budget workshop sessions for the 2024 tentative budget.

**LIAISON REPORTS**

**MISCELLANEOUS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**Mollie A. Collins, Supervisor**

# **Town of Rotterdam**

**1100 Sunrise Boulevard**

**Special Meeting**

**Wednesday, October 4,**

**2023 7:00pm**



**BY ORDER OF THE  
ROTTERDAM TOWN BOARD**

**Diane M. Marco, Town Clerk**

At the Special public meeting of the Town Board of the Town of Rotterdam, held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023, at 7:00 p.m., the following motion passed:

**MOTION 29.23**

**THEREFORE, UPON MOTION OF Councilmember DODSON, seconded by Councilmember MASTROIANNI,**

**BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:**

**SECTION 1.** I make a motion to add resolution 309.23 to the agenda.

**SECTION 2.** This motion shall become effective October 4, 2023.

**DATED:** October 4, 2023

NAME	AYES	NOES	ABSTAIN
Christou	X		
Miller-Herrera	X		
Dodson	X		
Mastroianni	X		
Collins	X		

I, Diane M. Marco, Town Clerk of the Town of Rotterdam, Schenectady County, New York, **DO HEREBY CERTIFY** that the foregoing motion passed by the Town Board of the Town of Rotterdam on October 4, 2023, and that the foregoing motion is a true and correct transcript of the original motion and of the whole thereof and that said motion is on file in the Town Clerk's office.

**I DO FURTHER CERTIFY** that each of the members of the Town Board had due notice of the said Town Board meeting.

**IN WITNESS WHEREOF,** I have hereunto set my hand and the seal of the Town of Rotterdam this October 5, 2023.

*Diane M. Marco*

Diane M. Marco, Town Clerk



At the Special public meeting of the Town Board of the Town of Rotterdam, held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023, at 7:00 p.m., the following resolution was duly adopted:

**RESOLUTION NO. 306.23**

**PRESENTATION BY THE TOWN CLERK OF THE 2024 TENTATIVE BUDGET TO THE TOWN BOARD**

**THEREFORE, UPON MOTION OF Councilmember DODSON, seconded by Councilmember MASTROIANNI, BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:**

**SECTION 1.** The Town Board of the Town of Rotterdam, hereby recognizes the presentation by the Town Clerk of the 2024 tentative budget to the Town Board at this special meeting on October 4, 2023.

**SECTION 2.** This resolution shall become effective October 4, 2023.

**DATED:** October 4, 2023

NAME	AYES	NOES	ABSTAIN
Christou	X		
Miller-Herrera	X		
Dodson	X		
Mastroianni	X		
Collins	X		

I, Diane M. Marco, Town Clerk of the Town of Rotterdam, Schenectady County, New York, **DO HEREBY CERTIFY** that the foregoing resolution was approved by the Town Board of the Town of Rotterdam on October 4, 2023, and that the foregoing resolution is a true and correct transcript of the original resolution and of the whole thereof and that said resolution is on file in the Town Clerk's office.

**I DO FURTHER CERTIFY** that each of the members of the Town Board had due notice of the said Town Board meeting.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the Town of Rotterdam this October 5, 2023.

*Diane M. Marco*

Diane M. Marco, Town Clerk



At the Special public meeting of the Town Board of the Town of Rotterdam, held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023, at 7:00 p.m., the following resolution was duly adopted:

**RESOLUTION NO. 307.23**

**TO AMEND RESOLUTION 279.23 OF THE YEAR 2023;  
TO APPROVE THE JCAP 2023-2024 GRANT FOR THE JUSTICE COURT**

**THEREFORE, UPON MOTION OF** Councilmember **CHRISTOU**, seconded  
by Councilmember **MILLER-HERRERA**,

**BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:**

**SECTION 1.** Section 1 of Resolution 279.23, as amended, is hereby amended and restated to read as follows:

The Town Board of the Town of Rotterdam hereby authorizes the Town of Rotterdam Justice Court to apply for the Justice Court Assistance Program (JCAP) grant in the 2023-2024 grant cycle for up to \$30,000.00 dollars, for purchases of office equipment and upgrades in the Town of Rotterdam Justice Court under the New York State Unified Court System.

**SECTION 2.** This resolution shall become effective October 4, 2023.

**DATED:** October 4, 2023

NAME	AYES	NOES	ABSTAIN
Christou	X		
Miller-Herrera	X		
Dodson	X		
Mastroianni	X		
Collins	X		

I, Diane M. Marco, Town Clerk of the Town of Rotterdam, Schenectady County, New York, **DO HEREBY CERTIFY** that the foregoing motion passed by the Town Board of the Town of Rotterdam on October 4, 2023, and that the foregoing motion is a true and correct transcript of the original motion and of the whole thereof and that said motion is on file in the Town Clerk's office.

**I DO FURTHER CERTIFY** that each of the members of the Town Board had due notice of the said Town Board meeting.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the Town of Rotterdam this October 5, 2023.

*Diane M. Marco*  
Diane M. Marco, Town Clerk



At the Special public meeting of the Town Board of the Town of Rotterdam, held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023, at 7:00 p.m., the following resolution was duly adopted:

**RESOLUTION NO. 308.23**

**AUTHORIZE AN AGREEMENT WITH PRIME AE FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO A LEAK DETECTION SURVEY FOR WATER DISTRICT NO. 5**

**THEREFORE, UPON MOTION OF Councilmember DODSON, seconded by Councilmember CHRISTOU,**

**BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:**

**SECTION 1.** The Town Board of the Town of Rotterdam hereby authorizes the Supervisor to negotiate and execute an agreement with Prime AE, located at 100 Great Oaks Boulevard, Suite 114, Albany, NY 12203, to provide Professional Engineering Services related to the Leak Detection Survey of portions of the Rotterdam Water District No. 5, in the amount not to exceed twenty-six thousand and 00/100 (\$26,000.00) dollars.

**SECTION 2.** This resolution shall become effective on October 4, 2023.

**DATED:** October 4, 2023

NAME	AYES	NOES	ABSTAIN
Christou	X		
Miller-Herrera	X		
Dodson	X		
Mastroianni	X		
Collins	X		

I, Diane M. Marco, Town Clerk of the Town of Rotterdam, Schenectady County, New York, **DO HEREBY CERTIFY** that the foregoing resolution was approved by the Town Board of the Town of Rotterdam on October 4, 2023, and that the foregoing resolution is a true and correct transcript of the original resolution and of the whole thereof and that said resolution is on file in the Town Clerk's office.

**I DO FURTHER CERTIFY** that each of the members of the Town Board had due notice of the said Town Board meeting.

**IN WITNESS WHEREOF,** I have hereunto set my hand and the seal of the Town of Rotterdam this October 5, 2023.

*Diane M. Marco*

Diane M. Marco, Town Clerk





At the Special public meeting of the Town Board of the Town of Rotterdam, held at the John F. Kirvin Government Center, 1100 Sunrise Boulevard, Rotterdam, New York 12306 on Wednesday, October 4, 2023, at 7:00 p.m., the following resolution was duly adopted:

**RESOLUTION NO. 309.23**

**TO SCHEDULE BUDGET WORKSHOP SESSIONS  
FOR THE 2024 TENTATIVE BUDGET**

**THEREFORE, UPON MOTION OF Councilmember DODSON, seconded by  
Councilmember MILLER-HERRERA,**

**BE IT RESOLVED BY THE TOWN BOARD AS FOLLOWS:**

**SECTION 1.** The Town Board of the Town of Rotterdam hereby schedules special meetings as set forth below for purposes of conducting budget workshops in connection with the 2024 tentative budget, and for any other business which may come before the Town Board:

<u>Date</u>	<u>Time</u>	<u>Location</u>
Wednesday, Oct. 11, 2023	5:00 p.m.	Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, NY 12306
Tuesday, Oct. 17, 2023	7:00 p.m.	Rotterdam Town Hall, 1100 Sunrise Boulevard, Rotterdam, NY 12306 (Side Office 2 <sup>nd</sup> Floor)

**SECTION 2.** The Town Clerk of the Town of Rotterdam is hereby directed to transmit to the news media, to post on the Town website, to post on the Town Clerk signboard, and to provide written notice to each member of the Town Board not less than 2 days prior to the date designated above for such special meetings, the following notice of special meeting:

**TOWN OF ROTTERDAM  
NOTICE OF SPECIAL MEETINGS**

**PLEASE TAKE NOTICE,** that the Town Board of the Town of Rotterdam will hold special meetings at the John F. Kirvin Government Center, Town Hall, 1100 Sunrise Boulevard, Rotterdam, New York 12306, on the following dates and times, for purposes of conducting budget workshops in connection with the 2024 tentative budget and for any other business which may come before the Town Board.

Wednesday, October 11, 2023 @ 5:00pm  
Tuesday, October 17, 2023 @ 7:00pm

**BY ORDER OF THE ROTTERDAM TOWN BOARD  
DIANE M. MARCO, TOWN CLERK**

**Dated:** October 4, 2023

**Town Clerk:** Post, Transmit to News Media, Provide Written Notice to Councilmembers

**SECTION 3.** This resolution shall become effective October 4, 2023.

**DATED:** October 4, 2023

NAME	AYES	NOES	ABSTAIN
Christou	X		
Miller-Herrera	X		
Dodson	X		
Mastroianni	X		
Collins	X		

I, Diane M. Marco, Town Clerk of the Town of Rotterdam, Schenectady County, New York, **DO HEREBY CERTIFY** that the foregoing resolution was approved by the Town Board of the Town of Rotterdam on October 4, 2023, and that the foregoing resolution is a true and correct transcript of the original resolution and of the whole thereof and that said resolution is on file in the Town Clerk's office.

**I DO FURTHER CERTIFY** that each of the members of the Town Board had due notice of the said Town Board meeting.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the Town of Rotterdam this October 5, 2023.

*Diane M. Marco*

Diane M. Marco, Town Clerk



# **TOWN OF ROTTERDAM**

## **TOWN BOARD BUDGET WORKSHOP MEETINGS**

**To be held on:**

**Wednesday, October 11, 2023 5:00pm**

**Rotterdam Town Hall Board Room**

**And**

**Tuesday, October 17, 2023 7:00pm**

**Rotterdam Town Hall 2<sup>nd</sup> Floor Office Space**

**By Order of the Town Board Resolution No. 309.23**

**Diane M. Marco  
Town Clerk**

**PUBLIC  
INFORMATION  
SESSION**

**October 19, 2023**

**6:30pm**

**On Tuesday October 19, 2023 at the Rotterdam Junction Volunteer Firehouse located at 1215 Main St, Rotterdam Junction, NY 12150, there will be a Public Information Session to discuss the Lead Service Line Inventory Survey with residents. Engineers from Prime AE will be on site to provide information and answer questions.**