

Village of Glen Park
642 Main St.
Glen Park, NY 13601
Board of Trustees meeting
December 1, 2025

Mayor Stephen Macaulay called the monthly meeting to order at 6:00 P.M.

Present: Mayor Stephen Macaulay, Trustee Shane Wisner, Trustee Joan Postorino, Trustee Larry Brown, Trustee Robert Pauly, DPW Supervisor/Fire Chief Ralph Skinner II, Zoning Enforcement Officer Derek Weaver, and Clerk/Treasurer Renee Kolb. Absent: Police Officer Dennis O'Brien.

A motion to accept the November 3, 2025 minutes was made by Trustee Robert Pauly and seconded by Trustee Larry Brown. All in favor.

The November Police report was not submitted.

Fire Chief Ralph Skinner had nothing to report from the fire department.

The RV survey issues to the Board at the November meeting was collected from the Board and Zoning Officer Derek Weaver is to start putting a RV law together. Also, Zoning Officer Weaver is to take pictures of Richard Pierce's garbage, 752 Main St., and send to our Attorney Dave Geurtsen.

The Board discussed salary increases for the DPW Supervisor and the Clerk/Treasurer. After the discussion Trustee Larry Brown motioned and Trustee Shane Wisner seconded to increase DPW Supervisor Ralph Skinner's salary from \$32.88 to \$35.00/hour and increase Clerk/Treasurer Renee Kolb's salary from \$30.05 to \$33.00 starting next pay period. All in favor.

In preparation of DPW Laborer Scott O'Riley's retirement sometime in the fall and needing to hire a new DPW Laborer; Trustee Shane Wisner requested Clerk/Treasurer Renee Kolb to email the DPW Laborer's job description to the Board.

DPW Supervisor Ralph Skinner reported the new backhoe has been delivered. Trustee Robert Pauly motioned and Trustee Shane Wisner seconded to sell the 2007 backhoe on Auction International. All in favor. DPW Supervisor Skinner submitted his November report.

Motion to accept the financial report for November was made by Trustee Larry Brown and seconded by Trustee Joan Postorino. All in favor.

Motion to pay the bills first by Trustee Robert Pauly and second by Trustee Joan Postorino that Clerk/Treasurer Renee Kolb was authorized to pay the audited and approved abstracts as follows:

General 6B	\$17,599.36	General 7A	\$218,416.79
Sewer 6B	1,998.12	Sewer 7A	3,830.65
Water 6B	716.35	Water 7A	1,318.12

All in favor.

Clerk/Treasurer Renee Kolb requested a motion to collect the December 1, 2025 utilities warrant. The amount to be collected would be the following:

\$ 6,888.06 water
22,435.95 sewer
7,254.52 DANC
\$36,578.53 Total

A motion made by Trustee Larry Brown and seconded by Trustee Robert Pauly authorizing Clerk/Treasurer Renee Kolb to collect the above amount. All in favor. A copy of the warrant is attached.

The Village received a thank you from the Brownville-Glen Park Library for our contribution to their budget. The Board decided to maintain the \$2,000 donation to the library for the 2026-2027 fiscal year budget.

Starting January 1, 2026 New York State requires every municipal employee to complete annual cybersecurity awareness training. NYMIR will be hosting a webinar training Dec 9 at 9:00 AM. Clerk/Treasurer Renee Kolb will forward the email to the Board and employees from NYMIR.

The office will be closed Friday, December 26, 2025.

Clerk/Treasurer Renee Kolb reported the balance of unused vacation time for DPW Supervisor Ralph Skinner is 10.5 days, DPW Laborer Scott O'Riley is 6.0 days, and Clerk/Treasurer Renee Kolb is 12.0 days.

Clerk/Treasurer Renee Kolb report Adam and Danielle Alvarez, 606 Church St., erected a fence for the emus, chickens, ducks and dogs sometime in the Spring; which made the puck inaccessible to read the water readings. Clerk/Treasurer Kolb spoke with Mr. Alvarez May 13, mailed a letter October 15 and called again November 10th and spoke to Danielle Alvarez November 20th to remind them to move the puck. Water invoices for June, September and December have been estimated due to not having access to the puck to take a water reading. The Board tabled any action until the February meeting, hoping this issue will be corrected by then. A copy of the October 15, 2025 letter is attached.

The November Wage Summary was signed by the Trustees and is attached.

Upon no further business Trustee Larry Brown motioned and Trustee Shane Wisner seconded to adjourn at 6:40 PM.

Respectfully Submitted,

Renee Kolb
Clerk/Treasurer, CMFO, RMC

Attachments:

1. Mayor's agenda
2. DPW November monthly report
3. November Finance Report
4. Abstracts 6B for General, Sewer and Water
5. Abstracts 7A for General, Sewer and Water
6. December 1, 22025 Utilities Warrant
7. Brownville-Glen Park Library letter
8. October 15, 2025 letter to Adam and Danielle Alvarez
9. November Wage Summary

