

Village of Fonda
Board of Trustees Meeting Minutes

Regular Meeting

Date: January 12, 2026

Time: Opened at 6:31pm

Location: 8 E Main St., Fonda, NY

Meeting Called to Order By: Deputy Mayor Healey

ATTENDANCE

Board of Trustees:

Name	Present	Remote	Absent
Shaun Schriener, Trustee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sprague, Trustee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tim Healey, Trustee, Deputy Mayor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bill Peeler, Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Staff/Officials Present:

Name	Present	Remote	Absent
Christine Kearns, Clerk-Treasure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mike Albanese, Village Attorney – arrived at 6:38pm	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stan Waddle, Code Enforcement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beverly Guiffre, Historian	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Public and Guests in Attendance:

- Sal Riggi, Dan Gray, Ellen Healey, Ahsley Onyon, Crystal Barber, Kaden Barber
- Sign-in sheet attached

APPROVAL OF PREVIOUS MINUTES

Motion #2026-1 – To approve the minutes from the December 8, 2025, meeting

- Motion by: Deputy Mayor Healey, Seconded by: trustee Sprague
- Vote: Aye – [3], Nay – [0], Abstain – [0], Absent – [1]
- Motion: Passed Failed

NEW BUSINESS

Communications Received

Received From	Description	Date
Montgomery Co Treasurer	4/1 – 9/30/25 Mortgage Tax Distribution	12/10/25
Surpass Chemical Company	Price increases	12/10/25
US Senator Schumer	National Park Service’s American Battlefield Protection Programs	1/2/2026
Sal Riggi	Statements regarding December 8, 2025, Board of Trustees Meeting	1/12/2026
David A Gardinier, PE	Project Summary for 40 East Main St	1/12/2026

Public or Guest Comment

- Scheduled public speakers did not show up. Code Enforcer Waddle updated the board regarding their projects
 - 10 W Main St – Looking to turn lower level into a realty office, apartments on upper levels. Doing renovations, preparing information on a hanging sign, will need building permit and certificate of occupancy.
 - 40 W Main St – Looking to expand the building approximately 20 feet to the east, addition will consist mostly of a beer cooler, Memo from consulting engineer was distributed to the board.

Review of Reports

Mayor’s Report: None

Department Reports:

- Code Enforcement and Clerk Treasurer department reports were submitted in writing.
- Code Enforcement Report: Code Officer Waddle asked if training and meeting hours could be separated from work time?

- Deputy Mayor Healey said it would be looked into at budget time.

- **Financials:**

- Financial reports were provided separately to the Board before the meeting.
- Financial approvals are listed under the motions below.

Motion #2026-02 Audit of Bills pre-approved,

	General	Water	Sewer	Total
Pay #28 12/12	6,805.96	2,173.28	74.28	9,053.52
ss med eft 12/12	520.63	166.24	5.68	692.55
National Grid 12/15	2,563.63			2,563.63
NYS Canal Corp 12/27	95.00			95.00
Pay #29 12/19	2,940.62	2,131.36	74.28	5,146.26
ss med eft 12/19	224.96	163.05	5.68	393.69
Verizon Wireless 12/19	251.63	40.04		291.67
USPS 12/23	78.00	156.00	78.00	312.00
Elan Financial 12/23	246.11	25.00		271.11
Pay #30 12/26	2,216.30	2,337.74	74.28	4,628.32
ss med eft 12/26	169.55	178.83	5.68	354.06
National Grid 12/31		198.51		198.51
Pay #31 1/2	2,605.44	1,994.27	74.28	4,673.99
ss med eft 1/2	199.32	152.56	5.68	357.56
National Grid 1/7	1,121.26	1,756.25		2,877.51
Pay #32 1/9	2,368.78	1,693.62	74.28	4,136.68
ss med eft 1/9	193.13	129.56	5.68	328.37
Charter Comm 1/9	370.00			370.00

- Motion by: Deputy Mayor Healey, Seconded by: Trustee Sprague
- Vote: Aye – 3, Nay – 0, Abstain – 0, Absent – 1
- Motion: Passed Failed

Motion #2026-03 Approval of Abstract #8

General	Water	Sewer	Total
54,489.09	26,696.57	72,155.99	153,341.65

- Motion by: Deputy Mayor Healey, Seconded by: Trustee Sprague
- Vote: Aye – 3, Nay – 0, Abstain – 0, Absent – 1
- Motion: Passed Failed

Motion #2026-04 Transfer of Money from 2017 EFC Grant Water Improvements Bank Account

Motion to transfer \$30.00 from 2017 EFC Grant Water Improvements bank account to the General Checking bank account as funds were refunded from NBT Bank for wire fees.

Check #	Payee	Description	Amount
1047	Village of Fonda – General Checking	Refund of wire fees	\$30.00

- Motion by: Deputy Mayor Healey, Seconded by: Trustee Schriener
- Vote: Aye – 3, Nay – 0, Abstain – 0, Absent – 1
- Motion: Passed Failed

Board signed Jan. 1, 2026, Abstract of Commercial Water & Sewer Billing

- 21 Accounts billed
- Water \$41,569.54 (Up \$9,955.42 from Jan 1, 2025, billing)
- Sewer \$27,331.64 (Up \$11,924.16 from Jan 1, 2025, billing)

RESOLUTION #1-2026 TRANSFER FUNDS FOR PAYMENT OF ELECTRICAL WORK AT VILLAGE BATH HOUSE AND PARK AND AMEND FY2025-2026 BUDGET

Permission given to the Village Clerk to transfer \$17,533.00 from Government Checking account ending 5534 to General Checking account ending 1040 for payment of invoices for electrical work done at the Village Bath House and park and amend FY 2025-2026 Budget as follows:

Increase A7110.4 Park C/E \$17,533.00
Establish and increase account A511 Appropriated Reserves \$17,533.00

Motion by: Deputy Mayor Healey
Seconded by: Trustee Sprague

Record of Vote:

Board Member	Aye	Nay	Abstained	Absent
Mayor Peeler				X
Deputy Mayor Healey	X			
Trustee Sprague	X			
Trustee Schriener	X			

Resolution Adopted: Yes No

RESOLUTION #2-2026 ADJUSTMENTS TO FINANCIAL REPORTS AND ANNUAL FINANCIAL REPORT (AFR) ON RECOMMENDATIONS FROM NEW YORK STATE COMPTROLLER’S OFFICE

The NYS Comptroller’s Office has made the following recommendations during their audit of the Village the Fonda:

1. No longer report \$4,163.00 of unused grant money on the Annual Financial Report, project has been closed.
2. Adjust account number A320 Tax Sale Certificates \$7,907.00 to \$0.00 through A911 Unappropriated Fund Balance; note erroneous account.

Motion by: Deputy Mayor Healey
Seconded by: Trustee Schriener

Record of Vote:

Board Member	Aye	Nay	Abstained	Absent
Mayor Peeler				X
Deputy Mayor Healey	X			
Trustee Sprague	X			
Trustee Schriener	X			

Resolution Adopted: Yes No

Resolution # 3-2026 A RESOLUTION AMENDING THE POLLING PLACE FOR THE 2026 VILLAGE ELECTION

WHEREAS, the Village Board of Trustees previously adopted a resolution, Resolution #52-2025, designating Wednesday, March 18, 2026, as Village Election Day, establishing polling hours from 12:00 noon to 9:00 p.m. Eastern Standard Time, and designating the polling place as the Village Municipal Building, 8 East Main Street, Fonda, New York; and

WHEREAS, the Village of Fonda’s elections are conducted by the Montgomery County Board of Elections in accordance with New York State Election Law; and

WHEREAS, following consultation with the Montgomery County Board of Elections Commissioner, it has been determined that relocating the polling place to the Montgomery County Board of Elections would reduce election-related costs, including but not limited to voting machine delivery, programming, and inspector expenses; and

WHEREAS, holding the election at the Board of Elections will consolidate election operations at a single, fully equipped location and promote administrative efficiency;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of Trustees of the Village of Fonda hereby amends the previously adopted election resolution #52-2025, solely with respect to the polling place; and

BE IT FURTHER RESOLVED, that the polling place for the March 18, 2026, Village Election is hereby designated as the Montgomery County Board of Elections, 9 Park Street, Fonda, New York; and

BE IT FURTHER RESOLVED, that all other provisions of the prior resolution, including the election date of Wednesday, March 18, 2026, and polling hours of 12:00 noon to 9:00 p.m. Eastern Standard Time, shall remain in full force and effect; and

BE IT FURTHER RESOLVED, that Christine Kearns, Village Clerk, is hereby directed to transmit a certified copy of this resolution to the Montgomery County Board of Elections and to take such further actions as may be required by law.

Approved and adopted by the Village Board of Trustees of the Village of Fonda, Montgomery County, New York, this 12th day of January 2026.

Motion by: Deputy Mayor Healey

Seconded by: Trustee Schrinier

Record of Vote:

Board Member	Aye	Nay	Abstained	Absent
Mayor Peeler				X
Deputy Mayor Healey	X			
Trustee Sprague	X			
Trustee Schrinier	X			

Resolution Adopted: Yes No

RESOLUTION #4-2026 AMENDING THE EMPLOYEE HANDBOOK

WHEREAS, the Village Board periodically reviews and updates the Employee Handbook to ensure clarity and consistency in benefits administration; and

WHEREAS, the Village seeks to clarify holiday pay provisions for full-time non-exempt employees required to work on designated holidays; and

WHEREAS, the Village also seeks to provide guidance regarding health insurance continuation for eligible retirees in a manner consistent with general municipal practice and the provisions offered by the Village’s insurance provider;

NOW, THEREFORE, BE IT RESOLVED, that the Employee Handbook is hereby amended as follows:

Holidays – Clarification of Holiday Pay for Non-Exempt Employees

Regular full-time employees are entitled to the holidays listed in the Employee Handbook. Other days or parts of days may be designated as holidays with or without pay. No holiday pay will be paid to an employee who is on an unpaid status, on any leave, or absent due to workers' compensation. If a holiday falls on a Sunday, the holiday may be observed on the following Monday. If the holiday falls on a Saturday, the holiday may be observed on the preceding Friday. Employees may schedule vacation time adjacent to a paid holiday; however, holiday pay and vacation pay cannot be claimed for the same day. If a holiday falls during an approved vacation period, the day will be treated as a holiday, not as a vacation day, and will not reduce the employee’s vacation balance.

Full-time non-exempt employees who are required to work on a designated holiday will be compensated at one and one-half (1.5) times their regular hourly rate for all hours worked on the holiday, in addition to any holiday pay they are eligible to receive. To qualify for holiday pay, the employee must work their scheduled shifts and must not have used a sick day within one (1) scheduled work day prior to or after the holiday.

Continuation of Benefits – Extended Continuation for Retirees

Retired employees who have completed ten (10) or more years of service with the Village are eligible to continue participation in the group health insurance plan beyond the standard COBRA period, provided they assume full responsibility for the cost of premiums. This continuation is not subject to COBRA time limitations and will remain available as long as premiums are paid in full and on time. Coverage will mirror the active employee plan, including options for dependent coverage. Retirees must notify the Village Clerk in writing within thirty (30) days of retirement to elect this extended continuation and will receive monthly billing statements. Failure to remit payment by the due date may result in termination of coverage.

This amendment replaces any prior policy or provision regarding Village contributions toward retiree health insurance costs for individuals continuing coverage after retirement. Under this amendment, retirees electing extended continuation shall assume full responsibility for all premiums.

BE IT FURTHER RESOLVED, that these amendments shall take effect immediately and be incorporated into all future editions of the Employee Handbook.

Approved and adopted by the Village Board of Trustees of the Village of Fonda, Montgomery County, New York, this 12th day of January 2026.

Motion by: Deputy Mayor Healey

Discussion held regarding sick days being used by a holiday. Change from four (4) days to one (1) scheduled work day.

Seconded by: Trustee Schriner

Record of Vote:

Board Member	Aye	Nay	Abstained	Absent
Mayor Peeler				X
Deputy Mayor Healey	X			
Trustee Sprague	X			
Trustee Schriner	X			

Resolution Adopted: Yes No

Resolution #5-2026 Transfers Request for FY 2025 – 2026 Budget

General Fund			
To	Amount	From	Amount
A1620.405 Building C/E	585.00	A1640.400 Central Garage Build	585.00
A1910.4 Insurance C/E	601.00	A1990.4 Contingency Account	601.00
A7110.4 Parks C/E	356.00	A7110.202 Park Eqpt – playground	356.00
Total	1,542.00	Total	1,542.00
Water Fund			
To	Amount	From	Amount
FX1910.4 Muni Insurance Water	551.00	FX1420.1 Attorney P/S	551.00
FX8330.102 P/S Water Superinten	209.00	FX8340.101 Trans Water Superinten	209.00
Total	760.00	Total	760.00
Sewer Fund			
To	Amount	From	Amount
G1989.400 Engineering consult	1,710.00	G1989.401 Codification CE	860.00
		G8110.401 Attorney C/E	850.00
Total	1,710.00	Total	1,710.00

Motion by: Deputy Mayor Healey

Seconded by: Trustee Sprague

Record of Vote:

Board Member	Aye	Nay	Abstained	Absent
Mayor Peeler				X
Deputy Mayor Healey	X			
Trustee Sprague	X			
Trustee Schriner	X			

Resolution Adopted: Yes No

Kaden Barber, FFHS Participation in Government Student, asked how was the information from NYS gathered regarding the expansion at 40 E Main St.? Code Officer Waddle stated that NYS DOT in Fultonville was contacted regarding the requirements, permits and property lines.

MOTIONS**Summary of Motions Presented:**

Motion #	Description
2026-1	Approve December 8, 2025, Meeting Minutes
2026-2	Audit of Bills – Pre-Approved
2026-3	Approval of Abstract #8
2026-4	Transfer of Money from 2017 EFC Grant Water Improvements Bank Account

Verbal Vote Results:

Motion #	Made By	Seconded By	Vote (A/N/AB)	Result
2026-1	Deputy Mayor Healey	Trustee Sprague	3/0/0	Passed
2026-2	Deputy Mayor Healey	Trustee Sprague	3/0/0	Passed
2026-3	Deputy Mayor Healey	Trustee Sprague	3/0/0	Passed
2026-4	Deputy Mayor Healey	Trustee Schriener	3/0/0	Passed

RESOLUTIONS**Summary of Resolutions Presented:**

Resolution #	Offered By	Second By	Title/Description
1-2026	Deputy Mayor Healey	Trustee Sprague	Transfer Funds for Payment of Electrical Work at Village Bath House and Park and Amend FY 2025-2026 Budget
2-2026	Deputy Mayor Healey	Trustee Schriener	Adjustments to Financial Reports and Annual Financial Report (AFR) on Recommendations from New York State Comptroller's Office
3-2026	Deputy Mayor Healey	Trustee Schriener	A Resolution Amending the Polling Place for the 2026 Village Election
4-2026	Deputy Mayor Healey	Trustee Schriener	Amending the Employee Handbook
5-2026	Deputy Mayor Healey	Trustee Sprague	Transfers Request for FY 2025-2026 Budget

Roll Call Vote Results:

Resolution #	Schaun Schriener	Scott Sprague	Tim Healey	Mayor Peeler	Result
1-2026	Aye	Aye	Aye	Absent	Passed
2-2026	Aye	Aye	Aye	Absent	Passed
3-2026	Aye	Aye	Aye	Absent	Passed
4-2026	Aye	Aye	Aye	Absent	Passed
5-2026	Aye	Aye	Aye	Absent	Passed

EXECUTIVE SESSION

- Motion – To enter executive session at [Time] to discuss [Permissible Topic]
 Motion by: [Name], Seconded by: [Name] Vote: [Result]
- No action was taken
- Action taken – see Motion [#] above.
- No Executive Session Held

ANNOUNCEMENT OF NEXT MEETING

The next regular meeting of the Village of Fonda Board of Trustees will be held on February 9, 2026, at 6:30pm at 8 E Main St, Fonda.

ADJOURNMENT

- Motion by: Deputy Mayor Healey, Seconded by: Trustee Sprague
- Vote: Aye – 3, Nay – 0, Abstain – 0, Absent – 1
- Motion: Passed Failed

Respectfully submitted,

Christine Kearns, Village Clerk
 Approved February 9, 2026