

Board of Trustees Meeting
Village of Baxter Estates
January 7, 2026
6:45 PM

Meeting Minutes

Present:	Mayor	Nora Haagenson
	Deputy Mayor	Charles Comer
	Trustee	Alice Peckelis
	Trustee	Maria Branco
	Village Clerk-Treasurer	Meghan Kelly
	Village Attorney	Christopher Prior, Esq.
	Superintendent of Buildings	Robert Barbach

Absent: Trustee Alexander Price

Also Present: None

1. Work Session

The Board convened its work session at 6:45 PM and discussed property maintenance laws, and pending applications.

2. Executive Session

At 6:48, on motion by Deputy Mayor Comer, seconded by Mayor Haagenson, it was unanimously **RESOLVED** to enter executive session for advice of counsel.

At 8:10 PM Mayor Haagenson declared Executive Session to be over, no action was taken.

3. Approval of December 3, 2025, Board of Trustees Meeting Minutes

On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to accept the minutes of December 3, 2025, regular meeting of the Board of Trustees, in the form presented by the Village Clerk-Treasurer.

4. Public Comment Period

Mayor Haagenson noted that there were no members of the public present.

5. Resolution to Publish Legal Notice of Budget Meeting on March 4, 2026, at 5 PM

On motion by Trustee Branco, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED** to direct the Village Clerk-Treasurer to publish a legal notice to announce the Budget Meeting on March 4, 2026, at 5 PM.

6. Return of the Tax Roll and Warrant

The Board reviewed the Tax Roll and Warrant submitted by the Village Clerk-Treasurer, reflecting outstanding Village property tax in the aggregate amount of \$14,533.73; no action was taken.

7. Approval of Abstract of Audited Claims

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After review, on motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** that the Abstract of Audited Claims, dated January 7, 2026, for the General Fund totaling \$96,812.65 in the form presented by the Village Clerk-Treasurer is approved for payment.

8. Approval of Abstract of Audited Claims for Baxter Beach Grant Reimbursement

After review, on motion by Trustee Branco, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED**, that the Abstract of Audited Claims for Baxter Beach Grant Reimbursement, dated January 7, 2026, for the General Fund totaling \$8,447.79 is approved for reimbursement from New York State; and .

it was further **RESOLVED** to recognize an expenditure for Baxter Beach, under DASNY Grant 27331, in the amount of \$8,447.79, to be reimbursed to the Village by the grant, and for the funding to be applied towards the expense in A8684.4 – Planning and Management Development.

9. Financial Report and Audit; Budget Transfers

Clerk-Treasurer Kelly provided the Board of Trustees with the Financial Report and recommended certain budget transfers. On motion by Deputy Mayor Comer, seconded by Trustee Branco, it was unanimously **RESOLVED** to authorize the following budget transfers:

\$15,000.00 from A1990.0 · Contingent Account to A9010.8 – State Retirement

There being no further business before the Board, on motion made by Trustee Peckelis, seconded by Deputy Mayor Comer, it was unanimously **RESOLVED**, that the meeting be and hereby is adjourned at 8:22 PM.

Meghan Kelly, Village Clerk-Treasurer