VILLAGE OF HOOSICK FALLS
REGULAR MEETING

NOVEMBER 10, 2026

RESOLUTION NO. 2026 - ___

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN ADMINISTRATIVE SERVICESAGREEMENT

WHEREAS, the Village has previously established an employer-sponsored health benefit plan providing minimum essential coverage together with certain non-insurance healthcare services for eligible employees and dependents; and

WHEREAS, the Ark Group, LLC offers plan administrative and ministerial services in support of the Village's ERISA-governed employee welfare benefit plan, including development and revision support for the Plan Document and Summary Plan Description; cost projections, administrative reporting, and claims trending monitoring; enrollment and employee communication support in coordination with the Village; development of administrative forms, procedures, and benefits submission workflows; eligibility management and verification; claims administration to the extent of claims intake, documentation collection, coding processing, and application of objective Plan terms, administrative guidelines, claims-processing protocols, and establishing criteria necessary for routine claims administration; claims and appeal administration, including receipt and review of submissions, compilation of supporting documentation, application of objective Plan terms, and preparation of administrative recommendations and notices, etc.

WHEREAS, the Village is desirous of entering into an agreement to receive such services to aid in the administration of the Village's ERISA-governed employee welfare benefit plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Hoosick Falls in regular session duly convened as follows:

That this Board of Trustees does hereby approve and authorize the Mayor to enter into and execute an administrative services agreement with The Ark Group, LLC, attached hereto and made a part hereof.

The foregoing Resolution, offered by _____ and seconded by _____, was duly put to a roll call vote as follows:

TRUSTEE ROBERT RYAN	**VOTING** _____
TRUSTEE MELODY MENTIPLY	**VOTING** _____
TRUSTEE TODD BURDICK	**VOTING** _____
TRUSTEE MARISSA HARRIS	**VOTING** _____

TRUSTEE MICHAEL HICKEY	**VOTING** _____
DEPUTY MAYOR KEVIN O'MALLEY	**VOTING** _____
MAYOR DANIEL SCHUTTIG	**VOTING** _____

The foregoing Resolution was/was not thereupon declared duly adopted.

November 10, 2026