

The Workshop Meeting of the Board of Trustees of the Village of Albion was held Wednesday, March 28, 2018 at 7:00 PM, at the Village Hall, 35 East Bank Street, Albion, New York.

Present were Mayor Dean A London, Trustees Eileen S Banker, Stanley Farone, Mattea Navarra, Peter Sidari and Attorney John C Gavenda. Also in attendance were Code Enforcement Officer Ron Vendetti, Police Chief Roland Nenni, Superintendent of Public Works James Pahura, Fire Chief Harry Papponetti, Pollution Control Plant Chief Operator Aric Albright and Water Treatment Plant Chief Operator Kevin Miller. Cemetery Supervisor Jason Zicari was absent. There were 4 residents/students present.

Mayor London opened the meeting with the pledge of allegiance at 7:00 PM.

DEPARTMENT HEAD REPORTS

The Board of Trustees received monthly reports from Superintendent of Public Works James Pahura, Police Chief Roland Nenni, Albion Fire Department, Animal Control Officer Harry Papponetti, Code Enforcement Officer Ron Vendetti, Cemetery Supervisor Jason Zicari, Village Clerk Linda Babcock, Pollution Control Plant Chief Operator Aric Albright and Water Treatment Plant Chief Operator Kevin Miller.

APPROVED TO HIRE

Moved by Trustee Farone and seconded by Trustee Sidari approving the recommendation from Superintendent of Public Works Jay Pahura to hire Charles Ricci for the vacant Motor Equipment Operator at a rate of \$18.95 per hour. Mr Ricci will have a 52 week probationary period.

CARRIED
5 Ayes 0 Nays

APPROVED SURPLUS EQUIPMENT

Moved by Trustee Banker and seconded by Trustee Navarra approving to declare the 2003 vacuum truck as surplus property and to have the funds from the sale be used towards the new vacuum truck.

CARRIED
5 Ayes 0 Nays

APPROVED USE OF EQUIPMENT RESERVES

Moved by Trustee Farone and seconded by Trustee Sidari approving the request from Superintendent of Public Works Jay Pahura to use the funds in the Equipment Reserves to help cover the cost of the new vacuum truck, if needed.

CARRIED
5 Ayes 0 Nays

APPROVED TO INCREASE BUDGET ITEMS

Moved by Trustee Farone and seconded by Trustee Banker approving to increase A1640.426 (Parts & Repairs) and A3501 (State Aid) \$12,289.13 from the funds that were received for the Severe Winter Storm that was on March 14 and 15, 2017.

CARRIED
5 Ayes 0 Nays

WEST ACADEMY STREET WATER LINE

The cost of the material to put in the section of water line from West Avenue to the County Highway will be approximately \$15,000 to \$18,000. This portion of West Academy Street was not including in the bonding for other portions of watermain replacement on South Clinton Street and West Academy Street and the installation of approximately 200 linear feet of waterline on Allen Road.

BULLARD PARK PROJECT

Code Enforcement Officer Ron Vendetti informed the Board of Trustees that the floor of the amphitheater was not include in the initial; cost estimate. The Village will need to budget approximately \$20,000 for the concrete work.

VETERANS EXEMPTION

The Board of Trustees will look into the Veterans Exemption when they work on the budget.

BON FIRE

Trustee Farone informed the Board of Trustees that the bon fire at Bullard Park that could not take place during the event held on February 10, 2018 will be held on April 28, 2018.

MEETING TIME CHANGED

Moved by Trustee Farone and seconded by Trustee Banker to start the Regular Meeting on April 11, 2018 at 6:00PM to meet with the Fire Department and Central Orleans Volunteer Ambulance (COVA).

CARRIED

5 Ayes

0 Nays

WATER AUDIT

The Water Treatment Plant Chief Operator Kevin Miller will look to see what department in the state provided the water audit a few years ago and let the Board of Trustees know.

WTP TRAINEE POSITION

The Water Treatment Plant Chief Operator Kevin Miller informed the Board of Trustees that he would like to hire a trainee for the Water Treatment Plant. Trustee Banker asked Kevin to send the action plan he did to eliminate two positions at the WTP a few years ago.

APPROVED SR WTP OPERATOR

Moved by Trustee Banker and seconded by Trustee Farone approving to to hire Todd Shervin as the Sr Water Treatment Plant Operator with a 52 week probationary period. Todd will be the lead lab technician and will be responsible for submitting the necessary reports to the appropriate parties. Kevin will need to be taken off from ELAP.

SECURITY ASSESSMENT AT WTP

The Water Treatment Plant Chief Operator Kevin Miller stated he has contacted Kenny Laubacher to do the security assessment at the Water Treatment Plant and the water tanks. Chief Nenni stated he did the assessment the last time and can do it at no cost to the Village. It was noted that an independent agency needs to do it. The Chief will contact Kevin next week to schedule a time to do it. An assessment needs to be completed for the Homeland Security Grant that the Village will be applying for.

CROSSING GUARD POSITION

The Board of Trustees approved a help wanted ad be placed in the Lake Country Pennysaver seeking a School Crossing Guard.

APPROVED MINUTES

Moved by Trustee Farone and seconded by Trustee Banker that in as much as each member received copies of the minutes of March 14, 2018 and there being no errors or omissions, minutes are hereby approved as written.

CARRIED

5 Ayes

0 Nays

APPROVED PAYMENT TO DONEGAN

Moved by Trustee Farone and seconded by Trustee Sidari approving payment to Bernard P Donegan Inc for services rendered May 2, 2017 through January 10, 2018 regarding "Continuing Disclosure Undertaking" for \$743.

CARRIED

5 Ayes

0 Nays

APPLICATIONS ACCEPTED

The following applications were accepted and will be placed on file for future reference:

Connor A Zicari	DPW/Parks
Stephen P Blank	DPW/CDL Driver
John J Grillo	Recreation Director

APPROVED PAYMENT TO LABELLA

Moved by Trustee Farone and seconded by Trustee Navarra approving payment to LaBella Associates for services rendered for the Water Main Replacement Project on South Clinton Street and West Academy Street, from January 27, 2018 through February 23, 2018 for \$4,409.78, per their contract.

CARRIED

5 Ayes

0 Nays

SCHEDULED ORGANIZATIONAL MEETING

Moved by Trustee Sidari and seconded by Trustee Navarra to hold the Annual Organizational Meeting on Monday, April 2, 2018 at 6:00.

CARRIED

5 Ayes

0 Nays

SCHEDULED PUBLIC HEARING RE: TENTATIVE BUDGET

Moved by Trustee Banker and seconded by Trustee Farone to schedule a Public Hearing for April 11, 2018 at 7:00 PM to hear comments relating to the tentative budget for the fiscal year June 1, 2018 to May 31, 2019.

CARRIED

5 Ayes

0 Nays

ADOPTED RESOLUTION 2018-9 RE: W ACADEMY/S CLINTON INFRASTRUCTURE

The following Resolution 2018-9 was proposed by Trustee Sidari who moved its adoption and seconded by Trustee Navarra:

“RESOLVED, that in accordance with the New York State Environmental Quality Review (SEQR) regulations, the Village Board of the Village of Albion hereby announces its intent to serve as Lead Agency to conduct an environmental review of the construction of public water supply infrastructure improvements primarily along S Clinton Street and W Academy Street. The proposed action involves the replacement of approximately 4,800 linear feet of undersized waterline with new 8-inch watermain along portions of S Clinton Street and W Academy Street, including connection to existing watermain on Hazard Parkway. Activities include the installation of the watermain, master meter, PRV, fire hydrants, valves, watermain connections, residential hook-ups, road crossings, excavation, and bedding materials and surface restoration. In addition to approximately 200 linear feet of new 8-inch waterline installation, the proposed master meter and PRV will be encased in a small structure to be constructed along a portion of Allen Road on the Town and Village of Albion boundary. The project will provide public water to properties that currently suffer from corroded and undersized watermain with minimal fire flow capacity.

FURTHER RESOLVED, the Village Board has determined that, as the project requires New York State Environmental Facilities Corporation - Drinking Water State Revolving Fund, the proposed action is a Type I action as defined by NYSEFC; and, be it

FURTHER RESOLVED, the Village Board has commissioned LaBella Associates DPC to prepare Part 1 of the Environmental Assessment Form regarding the project.

FURTHER RESOLVED, the Village Board will notify the Involved Agencies of its intention to act as Lead Agency for this project and will provide them with a copy of the completed Part 1 of the full Environmental Assessment Form for review during the 30-day comment period.

CARRIED

5 Ayes

0 Nays

APPROVED MOTOR FUEL PURCHASE AGREEMENT

Moved by Trustee Farone and seconded by Trustee Banker approving Mayor London sign the Motor Fuel Purchase Agreement with Orleans County for the period of May 1, 2018 through April 30, 2019.

CARRIED

5 Ayes

0 Nays

APPROVED MAYOR TO SIGN ACCEPTANCE OF FORESTRY GRANT

Moved by Trustee Banker and seconded by Trustee Navarra approving Mayor London sign the Acceptance/Obligation Agreement for the \$950 funding under the NYS Urban Forestry Council Arbor Day Community Grant program.

CARRIED

5 Ayes

0 Nays

SCHEDULED PUBLIC HEARING RE: LOCAL LAW FOR FORESTRY GUIDELINES

Moved by Trustee Farone and seconded by Trustee Sidari approving to hold a Public Hearing for April 11, 2018 at 7:30PM to hear comments regarding adopting a Local Law for the Tree Advisory Board Guidelines.

CARRIED

5 Ayes

0 Nays

APPROVED TOWN OF BARRE’S REQUEST FOR DISTRICT 9

Moved by Trustee Sidari and seconded by Trustee Farone approving Mayor London sign the letter to the Town of Barre approving them to add Water District 9 which will need an estimated 6,904 gallons of water per day.

CARRIED

5 Ayes

0 Nays

ADOPTED WORKPLACE VIOLENCE PROGRAM/POLICY

Moved by Trustee Banker and seconded by Trustee Navarra to adopt the following Workplace Violence Prevention Program/Policy:

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Introduction:

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Introduction:

What is Workplace Violence?

Any physical assault or acts of aggressive behavior occurring where a public employee performs any work-related duty in the course of his or her employment including but not limited to:

1. An attempt or threat, whether verbal or physical, to inflict physical injury upon an employee;
2. Any intentional display of force which would give an employee reason to fear or expect bodily harm;
3. Intentional and wrongful physical contact with a person without his or her consent that entails some injury;
4. Stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee, when such stalking has arisen through and in the course of employment.

What is the New York State Workplace Violence Prevention Law?

On June 7, 2006, New York State enacted legislation creating a new Section 27-b of State Labor Law that requires public employers (other than schools, who are covered under the school safety plan requirements of the education law) to perform a workplace evaluation or risk evaluation at each worksite and to develop and implement programs to prevent and minimize workplace violence caused by assaults and homicides. The Law is designed to ensure that the risk of workplace assaults and homicides are regularly evaluated by public employers and that workplace violence prevention programs are implemented to prevent and minimize the hazard to public employees.

Purpose of this program:

The purpose of this Workplace Violence Prevention Program is to provide information to managers, supervisors, employees, and their authorized representatives about preventing and responding to incidents of workplace violence or threats of violence in accordance with the "New York State Public Employer Workplace Violence Prevention Law."

The goal of this program is to reduce the probability of threats or acts of violence in the workplace and to ensure that any incident, complaint, or report of violence is taken seriously and dealt with appropriately and as expeditiously as possible. This program outlines the major components of our effort to meet these goals.

Policy: The Village of Albion is committed to the safety and security of our employees. Workplace violence presents a serious occupational safety hazard to our agency, staff, and clients. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on the Village of Albion property or work sites will be thoroughly investigated and appropriate action will be taken, including summoning criminal justice authorities when warranted. All employees are responsible for helping to create an environment of mutual respect for each other as well as clients, following all policies, procedures and program requirements, and for assisting in maintaining a safe and secure work environment.

This policy is designed to meet the requirements of NYS Labor Law 27b and highlights some of the elements that are found within our Workplace Violence Prevention Program. The process involved in complying with this law included a workplace evaluation that was designed to identify the workplace violence hazards our employees could be exposed to. Other tools that were utilized during this process included establishing a committee made up of management and Authorized Employee Representatives who will have an ongoing role of participation in the evaluation process, recommending methods to reduce or eliminate the hazards identified during the process and co-investigating workplace violence incidents or allegations. All employees will participate in the annual Workplace Violence Prevention Training Program.

The goal of this policy is to promote the safety and well-being of all people in our workplace. All incidents of violence or threatening behavior will be responded to immediately upon notification. The Village of Albion has identified response personnel that include a member of management and an employee representative. If appropriate, the Village of Albion will provide counseling services or referrals for employees.

Workplace Risk Assessment

This workplace risk assessment is based upon hazard surveys for each facility in the Village of Albion, and includes a review of:

1. Records, including occupational injury and illness logs, workers comp. reports, and other incident reports on file from years prior to the development of this program

2. Policies, work practices, and work procedures: review any existing institutional policies, practices, and procedures to see if they may place workers at risk of workplace violence
3. Physical environment (of each facility)

Any incidents that may occur after the implementation of this program must be carefully documented and analyzed in order to make improvements to this program during the required annual review or as necessary.

Employment situations or factors that may pose a higher risk for Village of Albion employees may include the following:

- working in public settings,
- working late night or early morning hours,
- exchanging money with the public,
- working alone or in small numbers,
- working in a setting with uncontrolled access to the workplace,
- working in a setting where previous security problems have occurred,
- having a mobile workplace assignment,
- working with a population which might expose one to potentially violent persons (e.g. in health care, social service, public service or criminal justice settings), having duties that include the delivery of passengers, goods, or services.

Our identified risks are summarized in Appendix A (along with control methods).

Controls

Hierarchy of controls

There are three main types of control measures that may be implemented as part of a safety program to protect employees from recognized hazards including workplace violence. There is a general recognition that Engineering Controls are the most preferable solutions, followed by Administrative/Work Practice controls, and with Personal Protective Equipment being a last resort. This order of preference is referred to as the “hierarchy of control measures.” The regulation requires that consideration be given to implementing controls according to this hierarchy, to the extent feasible.

Engineering controls eliminate or reduce the hazard through substitution or design.

Examples include:

Increased lighting

Designing secure building access

Security hardware

Eliminating isolated work areas

Eliminating excessive “cash on hand” or installing drop safes

Administrative or work practice controls eliminate or reduce the hazard by changing organizational policies and procedures.

Examples include:

Increased staffing

Employment of security personnel

Developing building access control procedures

Cross-shift communication to share information regarding agitated clients

Providing information on criminal history and violence information on clients, inmates, customers

Elimination of long customer wait times

Provision of personal alarms

Provision of cell phones for field workers

Training

Personal Protective Equipment (PPE) examples include:

Gloves, respirators, helmets, and bullet proof vests (With a few exceptions, this type of intervention is not relevant to workplace violence prevention)

Every employer has a responsibility to address all risk factors that their employees are potentially exposed to. When considering the most appropriate control measures, an effort must be made to try to eliminate the hazard whenever possible. When total elimination is not feasible, try to change the way the job is being performed, assigned, or scheduled to reduce the hazard. Training or PPE should not be relied upon as the only control measure, and interventions should have a balanced approach to changing individual worker versus organizational behavior.

Selected Controls

The Village of Albion has instituted the controls shown in Appendix A at each of the listed facilities and off-site workplaces, to reduce the threat or likelihood of incidents of workplace violence.

Prevention

Prevention of violence in the workplace is the responsibility of every employee. The following section focuses on early warning signs and workplace issues that have the potential to trigger violent behavior. Management, employees, and their authorized representatives should be familiar with the issues below in order to become aware of and to reduce the likelihood of workplace violence.

Early warning signs of potential violence:

There is no single “profile” that can identify a potentially dangerous individual. However, certain patterns of behavior and events frequently precede episodes of violence.

A list of indicators of increased risk of violent behavior include, but are not limited to the following:

- Direct or veiled threats of harm
- Intimidation, belligerence, bullying or other inappropriate behavior directed at others
- Numerous conflicts with supervisors and employees; verbal comments indicating expressions of hostility directed at coworkers, supervisors, or others
- Bringing an unauthorized weapon to work, brandishing a weapon in the workplace, making inappropriate reference to guns or fascination with weapons
- Fascination with incidents of workplace violence, statements indicating approval of the use of violence to resolve a problem, or statements indicating identification with perpetrators of workplace homicides
- Statements indicating an increased tone of desperation from the person, feeling that normal interventions to solve the problem will not work, feeling hopeless about a situation at work, with family, financial, and other personal problems
- Signs of abuse of drugs/alcohol on or off the job
- Extreme or uncharacteristic changes in behavior or displays of emotion
- Employees with ongoing domestic difficulties
- Employees with a temporary order of protection against any Respondent

These behaviors should be reported to an employee’s supervisor and/or the administrator of this program. Some behaviors may require immediate law enforcement intervention where others may require disciplinary action or indicate a need for an Employee Assistance Program (EAP) referral.

Workplace issues that may trigger violence:

Listed below are two categories of common issues that may trigger workplace violence.

1. Employee issues

- Negative performance review
- Unwelcome change in role due to performance or reorganization issue
- Criticism of performance
- Conflict with coworker or supervisor
- Personal stress outside the workplace
- Increased workload or pressure, e.g. deadlines, projects, etc.

2. Workplace issues (any of the following may be an employee’s perception of issues)

- No clearly defined rules of conduct
- Lack of training
- Inadequate hiring practices/screening of potential employees
- Insufficient supervision
- Lack of discipline or inconsistent discipline in workplace

- Lack of or inadequate employee support systems
- Failure to address incidents as they occur
- Overly authoritarian management style

Taking this into account, there are three key elements that may help to prevent a violent situation from occurring:

1. Recognizing the early warning signs (such as a change in a person's behavior preceding an episode of violence)
2. Recognizing issues or events that may trigger violence
3. Early intervention to prevent a violent incident from occurring

Please note: It is important to be careful when drawing assumptions or relying solely on any of the above behaviors as indicators of violence.

Reporting an incident

At the core of this Workplace Violence Prevention Program is the Village of Albion's commitment to work with its employees to maintain a work environment free from violence and other disruptive behavior to the greatest degree possible.

Any Village of Albion employee, upon becoming aware of an instance of physical assault, threatening behavior, or verbal abuse occurring in the work setting must immediately report the facts and circumstances of said incident to their supervisor and/or to the contact person identified in the Policy Statement (Appendix B). In the event that employees observe or experience an incident of violence involving a Village of Albion employee or visitor to a Village of Albion workplace in which there is an immediate threat to their safety or the safety of others or where an injury has occurred, the employee will immediately obtain law enforcement and medical assistance by calling 911 and in addition notify their immediate supervisor. The supervisor will immediately conduct a preliminary inquiry into the facts and circumstances of the incident and make a prompt report to the Village of Albion Mayor. (See Appendix C for a copy of an Incident Reporting Form)

Retaliation against an employee who makes a good faith report of violence or other disruptive behavior is strictly prohibited and shall be subject to appropriate corrective or disciplinary measures. An employee who, in bad faith makes a false report, is also subject to disciplinary action.

Post-Incident Response

- Assure that injured employees receive prompt and appropriate medical care (This includes, but is not limited to, providing transportation of the injured to medical care. Prompt first aid and emergency medical treatment can minimize the harmful consequences of a violent incident.)
- Report the incident to the appropriate authorities as required by applicable laws and regulations
- Inform management about the incident in writing
- Secure the premises to safeguard evidence and reduce distractions during the post incident response process
- Prepare an incident report immediately after the incident, noting details that might be forgotten over time (Appendix C contains a sample incident report form)
- Address the need for appropriate treatment for victimized employees (In addition to physical injuries, victims and witnesses may suffer psychological trauma, fear of returning to work, feelings of incompetence, guilt, powerlessness, and fear of criticism by supervisors or managers.)

A thorough review of this Workplace Violence Prevention Program will be performed after the occurrence of a workplace violence incident or annually along with the participation of the Authorized Employee Representative(s) (where applicable).

In the event that critical incident management or crisis counseling is needed following a workplace violence incident in the Village of Albion workplace, arrangements will be made through management, employee unions, or the Town Supervisor

Employee Information and Training

Training of affected employees will be performed upon initial assignment and annually thereafter. Retraining is required any time there is a significant change to the program, a risk factor, or work control. Training topics will include the following:

- Requirements of the New York State Workplace Violence Prevention Law
- Details of the risk factors identified in the risk assessment and our organization's procedures for conducting the risk assessment
- How employees can protect themselves, summon assistance, report threats and incidents, and how to suggest improvements to the program
- Description and review of our written Workplace Violence Prevention Program
- How to obtain a copy of the Workplace Violence Prevention Plan and where it is kept.
- How to obtain post-incident crisis counseling
- Training on dealing with potentially violent clients, citizens, and co-workers.

Recordkeeping Requirements

The record keeping requirements outlined in 12 NYCRR Part 801, Recording and Reporting Public Employees' Occupational Injuries and Illnesses, must be used to document recordable injuries sustained during workplace violence incidents.

In addition to Part 801, all incidents will be investigated and documented to ensure that all threats and workplace violence incidents are reported to management. These reports will provide written notification when a violence incident occurs so that management can develop an appropriate response. The Incident Report will also create an historical record that can be used in the annual risk assessment and program evaluation. (A sample incident reporting form is attached as Appendix C of this document.)

For more information on recordkeeping requirements the NYS DOL Public Employee Safety and Health (PESH) bureau may be contacted as follows:

NY PESH
Room 402
109 S Union St
Rochester, NY 14607
(585) 258-4533

NY PESH
Room 401
65 Court Street
Buffalo, NY 14202
(716) 847-7133

Program review

The Village of Albion Board of Trustees will appoint an Authorized Employee Representative or Department Head from each Village Department that shall evaluate the effectiveness of this Workplace Violence Prevention Program at least annually or after any serious incident. The review will focus on incident trends, addressing root cause, and the effectiveness of the control measures in place or the need to make changes. The review will also assess whether the reporting and record keeping systems have been effective in collecting all relevant information. Annual risk evaluation and assessment will be performed using forms in Appendix E of this document and kept on file with this program. The cover sheet of this program will be updated with the names and titles of those who perform the review and the date of completion.

CARRIED

5 Ayes

0 Nays

APPROVED LAWN MOWING/BOARDING TO TAXES

Moved by Trustee Farone and seconded by Trustee Banker approving to add the following unpaid lawn mowing bills from 2017 to the June 2018 Village tax bills:

TAX MAP #	AMOUNT	OWNER
62.18-2-50	\$ 375.00	V Mortgage REO #LLC
62.20-2-47	712.50	Dugan, Crystal & Dewain
62.20-2-58	375.00	Clark, Tommie & Debra
73.5-2-52	262.50	Windhauser, Edward & Sandra
73.5-2-54	75.00	Brumbaugh, David
73.5-2-58	175.00	Youngs, Rowena
73.5-2-61	700.00	Chadsey, Michael
73.5-3-52	300.00	Ford, Ronald
73.5-4-20	1,125.00	Pike, David & Charlene
73.6-2-3	337.50	Bogden, Gritsay
73.6-4-11	225.00	Weis, Patrick & Smith, Amanda
73.6-4-26.1	637.50	Grandy, Richard & Gail
73.6-5-4	675.00	Platek, Conrad & Marlene
73.6-5-19	75.00	Seever, Judy

TAX MAP #	AMOUNT	OWNER
73.6-5-59	75.00	Baron, Jeanine
73.6-6-12	137.50	Kurzawskim John/Boyce, Donna
73.6-7-13	525.00	McCarthy, James & Cheryl
73.6-7-33	37.50	Cavaluzzi, Gloria
73.7-1-5	300.00	Green, Thomas & Mary
73.7-2-13	1,200.00	Spencer, Dorothy
73.10-2-17	562.50	Ames, Steven and Sharon
73.14-1-29	525.00	US Bank Trust
62.18-1-4	550.00	O'Dell, Edward
62.19-1-55	375.00	Stratton, Darrin
	<u>10,337.50</u>	

CARRIED

5 Ayes

0 Nays

APPROVED WATER/SEWER TO TAXES

Moved by Trustee Farone and seconded by Trustee Navarra approving to add the following unpaid water/sewer bills from 2017 to the June 1, 2018 Village tax bills:

TAX MAP #	WATER	SEWER	TOTAL	OWNER
62.13-1-1	389.88	365.11	754.99	Oak Orchard Estates
62.18-2-34	51.08	54.35	105.43	Hillman, Kevin
62.18-2-41	28.28	29.74	58.02	Skellen's Rental
62.18-2-52	28.28	29.74	58.02	Peragine, Angela
62.18-3-4	96.43	102.53	198.96	Smith, Ryan
62.19-3-3	70.26	51.85	122.11	Capwell, Thomas
62.20-2-58	226.04	215.39	441.43	Mayer, Amy
73.5-2-5	52.37	55.75	108.12	Peragine, Angela
73.5-2-30	458.93	492.26	951.19	Colonna, Jeffrey
73.5-2-46	124.44	130.84	255.28	Robinson, Calvin Jr
73.5-2-50	29.55	31.11	60.66	Chappius, Joe
73.5-2-59	95.18	101.97	197.15	Colonna, Richard
73.5-3-8	28.28	29.74	58.02	Colonna, Richard
73.5-3-18	65.05	68.57	133.62	Colonna, David
73.5-4-7	28.28	29.74	58.02	Zaffrann, Martin
73.6-2-2	70.15	74.07	144.22	Empire Housing II Inc
73.6-2-39	32.03	33.79	65.82	Cammilleri, Mark
73.6-2-57	150.75	132.44	283.19	Colonna, Jeffrey
73.6-2-61	59.39	62.45	121.84	Colonna, Jeffrey
73.6-3-3	59.93	63.04	122.97	Wittman, William
73.6-3-4	175.41	185.00	360.41	Zaffrann, Martin
73.6-3-32	84.43	89.58	174.01	Smith, James
73.6-3-37	28.28	30.22	58.50	Colonna, Richard
73.6-3-47	183.40	168.57	351.97	Zaffrann, Martin
73.6-3-59	192.42	179.10	371.52	440 Main Street Medina Inc
73.6-4-8	152.12	160.90	313.02	Martillotta, Joe & Deborah
73.6-4-26	126.50	107.92	234.42	Grandy, Richard
73.6-4-27	31.11	32.71	63.82	Gurney, John
73.6-6-21	39.01	41.32	80.33	Cantor, Lana
73.6-6-29	190.21	202.11	392.32	Martillotta, Joe & Deborah
73.6-6-32	98.13	103.41	201.54	Chappius, Colton
73.6-7-24	28.35	29.81	58.16	Theodorakos, James
73.6-7-59	89.03	94.42	183.45	Colonna, Jeffrey
73.6-7-64	84.39	62.45	146.84	Zsebehazy, Richard
73.6-7-66	174.14	184.51	358.65	Colonna, David
73.6-7-70	28.28	29.74	58.02	Parker, Mark & Rhonda
73.6-7-72	92.89	97.91	190.80	Colonna, Jeffrey
73.6-7-89	175.55	185.41	360.96	Flannery, Moira
73.7-1-5	172.06	154.64	326.70	Green, Mary & Thomas
73.7-1-48	28.28	29.74	58.02	Frasier, Kyle
73.7-2-16	105.86	112.64	218.50	Martillotta, Joe & Deborah
73.7-2-21	84.85	62.96	147.81	El-Araby, Kadry

TAX MAP #	WATER	SEWER	TOTAL	OWNER
73.9-2-51	825.99	811.11	1,637.10	Albion Estates Inc
73.10-1-56	268.58	288.32	556.90	Martillotta, Joe & Deborah
73.10-2-69	96.32	102.41	198.73	Fisher, Adam
73.11-1-16	638.23	685.66	1,323.89	Flannery, Moira
73.13-1-6	28.28	29.74	58.02	Bobak II LLC
73.23-1-21	84.07	89.10	173.17	Wittman, William
	6,450.75	6,505.89	12,956.64	

CARRIED
5 Ayes 0 Nays

SCHEDULED BUDGET MEETINGS

Moved by Trustee Banker and seconded by Trustee Sidari to schedule the following budget meetings:

Tuesday, April 3, 2018 at 6:00PM Friday, April 6, 2018 at 6:00PM
 Saturday, April 7, 2018 at 1000AM Monday, April 9, 2018 at 6:00PM
 Tuesday, April 10, 2018 at 6:00PM

CARRIED
5 Ayes 0 Nays

APPROVED AGREEMENT WITH UNIVERSITY OF ROCHESTER

Moved by Trustee Farone and seconded by Trustee Sidari approving Mayor London sign the Agreement with The University of Rochester School of Medicine and Dentistry and the Albion Fire Department to provide EMS Medical Director services for the Fire Department.

CARRIED
5 Ayes 0 Nays

EXECUTIVE SESSION

Moved by Trustee Sidari and seconded by Trustee Navarra to adjourn to executive session to discuss personnel and contract matters at 8:26 PM.

CARRIED
5 Ayes 0 Nays

EXECUTIVE SESSION CLOSED

Moved by Trustee Sidari and seconded by Trustee Farone to come out of executive session at 9:18 PM.

CARRIED
5 Ayes 0 Nays

MEETING ADJOURNED

Moved by Trustee Sidari and seconded by Trustee Banker that there being no further business, meeting is hereby adjourned at 9:19 PM.

CARRIED
5 Ayes 0 Nays

Respectfully submitted,

Linda K Babcock
 Clerk-Treasurer