

The Annual Organizational Meeting of the Board of Trustees of the Village of Albion was held Tuesday, April 1, 2014 at 6:00 PM, at the Village Hall, 35 East Bank Street, Albion, New York.

Present were Mayor Dean A London, Trustees Eileen S Banker, Stanley Farone, Gary Katsanis and Peter Sidari.

Attorney John C Gavenda was absent. There were 8 residents present.

Mayor London opened the meeting with the pledge of allegiance at 6:00 PM.

DEPUTY MAYOR APPOINTED

Mayor Dean A London appointed Trustee Eileen S Banker as the Deputy Mayor.

CLERK-TREASURER APPOINTED

Moved by Trustee Sidari and seconded by Trustee Farone approving Mayor London's appointment of Linda K Babcock as Clerk-Treasurer for a term of two years.

CARRIED

5 Ayes

0 Nays

DEPUTY CLERK-TREASURER

Moved by Trustee Sidari and seconded by Trustee Katsanis approving Mayor London's appointment of Mary L O'Sullivan as Deputy Clerk-Treasurer for a term of two years.

CARRIED

5 Ayes

0 Nays

REGISTRAR APPOINTED

Moved by Trustee Banker and seconded by Trustee Farone approving Mayor London's appointment of Linda K Babcock as Registrar of Vital Records for a term of two years.

CARRIED

5 Ayes

0 Nays

DEPUTY REGISTRAR APPOINTED

Moved by Trustee Sidari and seconded by Trustee Katsanis approving Mayor London's appointment of Mary L O'Sullivan as Deputy Registrar of Vital Records for a term of two years.

CARRIED

5 Ayes

0 Nays

ATTORNEY APPOINTED

Moved by Trustee Farone and seconded by Trustee Katsanis approving Mayor London's appointment of John C Gavenda as Village Attorney for a term of two years.

CARRIED

5 Ayes

0 Nays

FAIR HOUSING OFFICER APPOINTED

Moved by Trustee Sidari and seconded by Trustee Farone approving Mayor London's appointment of Linda K Babcock as Fair Housing Officer for a term of one year.

CARRIED

5 Ayes

0 Nays

PLANNING BOARD MEMBERS APPOINTED

Moved by Trustee Sidari and seconded by Trustee Banker approving Mayor London's appointments of Dan Gleason to the Planning Board for a term of five years and Kevin Sheehan for a term of three years.

CARRIED

5 Ayes

0 Nays

TABLED APPOINTMENT TO ZONING BOARD

The Board of Trustees tabled an appointment to the Zoning Board for the five year term.

RECREATION COMMITTEE MEMBERS APPOINTED

Moved by Trustee Farone and seconded by Trustee Banker approving Mayor London's appointments of Bernard Baldwin, Mike Beach, Annette Finch, Paula Knaak, Terry Wilbert and Andrew Ebbs to the Recreation Committee for terms of one year each.

CARRIED

5 Ayes

0 Nays

HISTORIC PRESERVATION MEMBERS APPOINTED

Moved by Trustee Banker and seconded by Trustee Sidari approving Mayor London's appointment of Sandy Church to the Historic Preservation Commission for a term of four years.

CARRIED

5 Ayes

0 Nays

The Board of Trustees tabled an appointment to the Historic Preservation Committee for the other four year term.

LIBRARY BOARD REPRESENTATIVE APPOINTED

Moved by Trustee Banker and seconded by Trustee Sidari approving Mayor London's appointment of Linda Smith as the Village representative on the Library Board for a term of one year.

CARRIED

5 Ayes

0 Nays

TABLED GRIEVANCE COMMITTEE APPOINTMENTS

The Board of Trustees tabled the appointments to the Grievance Committee.

PROCUREMENT POLICY ADOPTED

Moved by Trustee Farone and seconded by Trustee Banker adopting the Village of Albion's Procurement Policy, Chapter 66 of the Village Code, for goods and services which are not required by law to be publicly bid.

CARRIED

5 Ayes

0 Nays

INVESTMENT RESOLUTION 2014-10 ADOPTED

The following resolution 2014-10 was proposed by Trustee Farone who moved its adoption and seconded by Trustee Banker:

BE IT RESOLVED, that the objective of the Investment Policy of the Village of Albion is to minimize risk; to insure that investments mature when the cash is required to finance operations, and to insure a competitive rate of return. In accordance with this policy, the Clerk-Treasurer is hereby authorized to invest all funds including proceeds of obligations and reserve funds in:

Certificates of Deposit issued by a Commercial Bank or Trust Company authorized to do business in New York State;

Time Deposits Accounts in a Commercial Bank or Trust Company authorized to do business in New York State.

BE IT RESOLVED, that Certificates of Deposit and Time Deposit Accounts shall be fully insured by insurance of the Federal Deposit Insurance Corporation, and Commercial Bank's pledge collateral.

BE IT RESOLVED, that a register of investments be kept in the office of the Clerk-Treasurer. At least annually, and if practicable, at the April meeting of the Board of Trustees, members shall review and amend, if necessary, those investment guidelines.

BE IT RESOLVED, no investments will be made in a Savings and Loan Bank.

CARRIED

5 Ayes

0 Nays

RESOLUTION 2014-11 OFFICAL BANKS APPROVED

The following resolution 2014-11 was proposed by Trustee Banker who moved its adoption and seconded by Trustee Sidari:

WHEREAS, the Board of Trustees has determined that the Village Law Section 4-412 (3) (2) requires the designation of banks or trust companies for the deposit of all Village monies:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees designates the following institutions as depositories of all moneys received by the Village Treasurer, Clerk and Receiver of taxes: First Niagara Bank, Bank of America, 5 Star Bank and JP Morgan Chase.

CARRIED

5 Ayes

0 Nays

RESOLUTION 2014-12 FOR EARLY PAYMENTS APPROVED

The following resolution 2014-12 was proposed by Trustee Farone who moved its adoption and seconded by Trustee Katsanis:

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, express charges, car rental fees, pager fees, schooling fees, credit cards, charge cards (ex. Home Depot) and medical reimbursements, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit, and

WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount the Board of Trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, express charges, car rental fees, pager fees, schooling fees, credit cards, charge cards and medical reimbursements and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same be jointly and severally liable for any amount disallowed by the Board of Trustees.

CARRIED

5 Ayes

0 Nays

RESOLUTION 2014-13 FOR MILEAGE RATE

The following resolution 2014-13 was proposed by Trustee Sidari who moved its adoption and seconded by Trustee Katsanis:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for imileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of .50 cents per mile.

CARRIED

5 Ayes

0 Nays

RESOLUTION 2014-14 FOR SCHOOL ATTENDANCE

The following resolution 2014-14 was proposed by Trustee Farone who moved its adoption and seconded by Trustee Banker:

WHEREAS, there is to be held during the coming official year;

- A) The New York State Conference of Mayors Annual Meeting and Training School;
- B) The New York State Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks;
- C) The New York State Conference of Mayors, Public Works School, and

WHEREAS, attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are authorized to attend the following schools:

- A) Board of Trustees, Mayor, Clerk-Treasurer and Deputy Clerk-Treasurer are hereby authorized to attend the NYS Conference of Mayors Annual Meeting and the NYS Conference of Mayors Fall Training School for Fiscal Officers and Municipality Clerks.
- B) Superintendent of the DPW is hereby authorized to attend the NYS Conference of Mayors Public Works School.

CARRIED

5 Ayes

0 Nays

NEWSPAPER APPROVED

Moved by Trustee Sidari and seconded by Trustee Farone approving the Batavia Daily News as the official newspaper for the Village of Albion.

CARRIED

5 Ayes

0 Nays

TABLED ADOPTING DISASTER MANUAL

The Board of Trustees tabled adopting the Disaster Manual to allow time for them to read it.

DISASTER COORDINATOR APPOINTED

Moved by Trustee Farone and seconded by Trustee Sidari appointing Ron Vendetti as the Disaster Coordinator.

CARRIED

5 Ayes

0 Nays

MEETING DATES APPROVED

Moved by Trustee Sidari and seconded by Trustee Farone setting the official meeting dates for the Village Board of Trustees as the second Wednesday of every month for the Regular Meetings and fourth Wednesday of every month for the Workshop Meetings.

CARRIED

5 Ayes

0 Nays

TRUSTEE COMMITTEES

Mayor London appointed the Trustees to the following Departments:

<u>Trustee Banker</u>	<u>Trustee Farone</u>	<u>Trustee Katsanis</u>	<u>Trustee Sidari</u>
Attorney	Animal Control	Attorney	Animal Control
Cemetery	Cemetery	Codes	Fire Department
Codes	Fire Department	HPC	Insurance
Planning Board	Recreation	Insurance	Police Department
Police Department	Trailer Parks	Street Department	Street Department
Trailer Parks	Water & Sewer	Village Office	Public Relations
Village Office			Water & Sewer

*Mayor London to serve as ex-officio member of each committee as prescribed.

TABLED COMPREHENSIVE PLAN REVIEW

The Board of Trustees tabled the review of the Comprehensive Plan to allow time for them to read it.

EXECUTIVE SESSION

Moved by Trustee Sidari and seconded by Trustee Katsanis to adjourn to executive session for personnel matters at 6:31 PM.

CARRIED

5 Ayes

0 Nays

EXECUTIVE SESSION CLOSED

Moved by Trustee Farone and seconded by Trustee Banker to come out of executive session at 7:02 PM.

CARRIED

5 Ayes

0 Nays

APPROVED ATTORNEY TO WRITE LETTER

Moved by Trustee Sidari and seconded by Trustee Banker for Attorney Gavenda to draft a letter at his discretion, to the Albion Fire Department, regarding their member that is subject to reprimand. It should have that it is a simple request from the Board of Trustees not a directive.

CARRIED

5 Ayes

0 Nays

MEETING ADJOURNED

Moved by Trustee Katsanis and second by Trustee Sidari that there being no further business, meeting is hereby adjourned at 7:03 PM.

CARRIED

5 Ayes

0 Nays

Respectfully submitted,



Linda K Babcock
Clerk-Treasurer