

The Annual Organizational Meeting of the Board of Trustees of the Village of Albion was held Monday, April 1, 2013 at 6:00 PM, at the Village Hall, 35 East Bank Street, Albion, New York.

Present were Mayor Dean A Theodorakos, Trustees Eileen S Banker, Fred Miller, Kevin P Sheehan and Peter Sidari.

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

PUBLIC HEARING TENTATIVE BUDGET

Mayor Theodorakos opened the Public Hearing at 6:00 PM to hear comments relating to the tentative budget as proposed by the Board of Trustees for the Fiscal Year beginning June 1, 2013:

GENERAL FUND:

Appropriations	Estimated Revenues	Fund Balance	Tax Levy
\$3,709,298.60	\$ 924,985.89	\$300,000.00	\$2,484312.71

WATER FUND:

Appropriations	Estimated Revenues	Fund Balance
1,481,387.16	\$1,502,100.00	(\$20,712.84)

SEWER FUND:

Appropriations	Estimated Revenues	Fund Balance
1,124,502.68	\$1,031,190.00	\$ 93,312.68

There was nobody present who wished to speak.

PUBLIC HEARING CLOSED

Moved by Trustee Banker and seconded by Trustee Sheehan that in as much as everyone who wished to speak regarding the tentative budget were heard, the Public Hearing closed at 6:05 PM.

CARRIED

5 Ayes

0 Nays

APPOINTMENT

Moved by Trustee Banker and seconded by Trustee Sheehan approving Mayor Theodorakos appointment of Linda K Babcock as Fair Housing Officer for a term of one year.

CARRIED

5 Ayes

0 Nays

PLANNING BOARD

Moved by Trustee Sheehan and seconded by Trustee Banker approving Mayor Theodorakos appointment of Christine Buongiorno to the Planning Board for a term of five years and Mr Steve Corrigan as an alternate. Mr Corrigan's effective date is April 1, 2013.

CARRIED

5 Ayes

0 Nays

ZONING BOARD

Tabled the appointment to the Zoning Board until the April 10, 2013 Regular Meeting.

RECREATION COMMITTEE

Moved by Trustee Sidari and seconded by Trustee Sheehan approving Mayor Theodorakos appointments of Bernard Baldwin, Mike Beach, Annette Finch, Paula Knaak and Kathy LaLonde to the Recreation Committee for terms of one year each.

CARRIED

5 Ayes

0 Nays

HISTORIC PRESERVATION

Moved by Trustee Sheehan and seconded by Trustee Banker approving Mayor Theodorakos appointment of Mary Anne Braunbach to the Historic Preservation Commission, for a term of four years.

CARRIED

5 Ayes

0 Nays

PROCUREMENT POLICY

Moved by Trustee Sheehan and seconded by Trustee Sidari 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 POLICY

The following resolution was proposed by Trustee Sheehan who moved its adoption and seconded by Trustee Miller:

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

OFFICIAL BANKS

The following resolution was proposed by Trustee Sheehan who moved its adoption and seconded by Trustee Miller:

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

EARLY PAYMENTS

The following resolution was proposed by Trustee Sheehan who moved its adoption and seconded by Trustee Miller:

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

MILEAGE RATE SET

The following resolution was proposed by Trustee Sidari who moved its adoption and seconded by Trustee Miller:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage 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

SCHOOL ATTENDANCE

The following resolution was proposed by Trustee Sheehan who moved its adoption and seconded by Trustee Miller:

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

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

CARRIED

5 Ayes

0 Nays

DISASTER MANUAL TABLED

Tabled adopting the Disaster Manual until the April 10, 2013 Regular Meeting.

DISASTER COORDINATOR

Tabled appointing the Disaster Coordinator until the April 10, 2013 Regular Meeting.

MEETING DATES

Moved by Trustee Sheehan and seconded by Trustee Sidari 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 Theodorakos appointed the Trustees to the following Departments:

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

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

EXECUTIVE SESSION

Moved by Trustee Sheehan and seconded by Trustee Sidari to adjourn to executive session to conduct interviews at 6:42 PM.

CARRIED

5 Ayes

0 Nays

EXECUTIVE SESSION CLOSED

Moved by Trustee Miller and seconded by Trustee Sidari to come out of executive session at 7:30 PM.

CARRIED

5 Ayes

0 Nays

MEETING ADJOURNED

Moved by Trustee Sheehan and second by Trustee Sidari that there being no further business, meeting is hereby adjourned at 7:31 PM.

CARRIED

5 Ayes

0 Nays

Respectfully submitted,



Linda K Babcock
Clerk-Treasurer