

The Annual Organizational Meeting and the Regular Board Meeting of the Board of Trustees of the Village of Albion was held Monday, April 12, 2017 at 6:30 PM, at the Village Hall, 35 East Bank Street, Albion, New York.

Present were Deputy Mayor Eileen S Banker, Trustees Stanley Farone, Mattea Navarra, Peter Sidari and Attorney John C Gavenda. Also present were Code Enforcement Officer Ron Vendetti and Water Treatment Plant Chief Operator Kevin Miller. There were 22 residents present. Mayor Dean A London was absent.

Deputy Mayor Banker opened the meeting with the pledge of allegiance at 6:34 PM.

Approving the following appointments made by Mayor London was moved by Trustee Farone and seconded by Trustee Sidari:

**FAIR HOUSING OFFICER APPOINTED**

Linda K Babcock as Fair Housing Officer for a term of one year.

**PLANNING BOARD MEMBER APPOINTED**

Matt Hand to the Planning Board for a term of five years.

**ZONING BOARD APPOINTMENT**

Tony Wynn for a term of five years to the Zoning Board.

**LIBRARY BOARD APPOINTMENT**

Elissa Nesbitt for a term of one year as the Village representative to the Library Board.

**RECREATION COMMITTEE MEMBERS APPOINTED**

Bernard Baldwin, Mike Beach, Andrew Ebbs, Annette Finch, Paula Knaak and Terry Wilbert to the Recreation Committee for terms of one year each.

**HISTORIC PRESERVATION MEMBERS APPOINTED**

Mary Anne Braunbach to the Historic Preservation Commission for a term of four years.

**GRIEVANCE COMMITTEE APPOINTMENTS**

Joe Martillotta, Carol Tibbitts and Sandra Walter to the Grievance Committee for a one year term each.

CARRIED

4 Ayes                      0 Nays

**PROCUREMENT POLICY ADOPTED**

Moved by Trustee Farone and seconded by Trustee Navarra 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

4 Ayes                      0 Nays

**INVESTMENT POLICY ADOPTED**

Moved by Trustee Sidari and seconded by Trustee Farone to adopt the Village of Albion Investment Policy that was approved at the October 22, 2014 meeting.

CARRIED

4 Ayes                      0 Nays

**RESOLUTION 2017-7 OFFICIAL BANKS APPROVED**

The following resolution 2017-7 was proposed by Trustee Navarra who moved its adoption and seconded by Trustee Farone:

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: Bank of America, 5 Star Bank, Federal Home Loan Bank, Key Bank and JP Morgan Chase.

CARRIED

4 Ayes                      0 Nays

**RESOLUTION 2017-8 FOR EARLY PAYMENTS APPROVED**

The following resolution 2017-8 was proposed by Trustee Farone who moved its adoption and seconded by Trustee Sidari:

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

4 Ayes

0 Nays

**RESOLUTION 2017-9 FOR MILEAGE RATE**

The following resolution 2017-9 was proposed by Trustee Sidari who moved its adoption and seconded by Trustee Farone:

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 .54 cents per mile.

CARRIED

4 Ayes

0 Nays

**RESOLUTION 2017-10 FOR SCHOOL ATTENDANCE**

The following resolution 2017-10 was proposed by Trustee Navarra who moved its adoption and seconded by Trustee Sidari:

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

4 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

4 Ayes

0 Nays

**ADOPTED DISASTER MANUAL**

Moved by Trustee Farone and seconded by Trustee Navarra adopting the updated Emergency Disaster Preparedness Manual as written.

CARRIED  
4 Ayes                      0 Nays

**DISASTER COORDINATOR APPOINTED**

Moved by Trustee Farone and seconded by Trustee Sidari appointing Ronald Vendetti as the Village of Albion Disaster Coordinator.

CARRIED  
4 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  
4 Ayes                      0 Nays

**TRUSTEE COMMITTEES**

Appoint Trustees to Committees:

<u>Trustee Banker</u>	<u>Trustee Farone</u>	<u>Trustee Navarra</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.

**APPROVED TREASURER REPORT**

Moved by Trustee Farone and seconded by Trustee Navarra approving the Treasurer's Report for the month of March 2017.

CARRIED  
4 Ayes                      0 Nays

**APPROVED MINUTES**

Moved by Trustee Farone and seconded by Trustee Navarra that in as much as each member received copies of the minutes of March 22, 2017, March 25, 2017 and March 29, 2017 and there being no errors or omissions, minutes are hereby approved as written.

CARRIED  
4 Ayes                      0 Nays

**APPROVED PAYMENT OF VILLAGE BILLS**

Moved by Trustee Farone and seconded by Trustee Sidari approving payment of the following Village bills:

General	Voucher #26545	\$53,883.37
Water	to #26776	\$ 9,253.06
Sewer		\$13,922.19

CARRIED  
4 Ayes                      0 Nays

**APPROVED PAYMENT TO DONEGAN**

Moved by Trustee Sidari and seconded by Trustee Farone approving payment of \$858.57 to Bernard P Donegan Inc for services rendered 12/10/2016 to 2/23/17.

CARRIED  
4 Ayes                      0 Nays

**APPROVED PAYMENT TO OSBORN, REED & BURKE**

Moved by Trustee Navarra and seconded by Trustee Sidari approving payment of \$280.50 to Osborn, Reed & Burke for services rendered March 1, 2017 through March 23, 2017.

CARRIED

4 Ayes

0 Nays

**APPROVED CEMETERY DEEDS**

Moved by Trustee Farone and seconded by Trustee Sidari approving Mayor London sign the following Cemetery Deeds:

Shanya Beasley	S.G. 644 Deerfield Avenue
Ingeborg E Klier-Hinkley	112 Ashwood Way
Barbara Witherspoon	S.G. 668 Deerfield Avenue

CARRIED

4 Ayes

0 Nays

**APPROVED LAWN MOWING/BOARDING TO TAXES**

Moved by Trustee Sidari and seconded by Trustee Navarra approving to add the following lawn mowing unpaid bills from 2016 to the June 2017 Village tax bills:

TAX MAP #	AMOUNT	OWNER
62.19-2-35	\$ 637.50	Weaton, Anthony & Lisa
62.19-3-41	412.50	Fannie Mae
62.20-2-43	205.00	Hess, Brian
62.20-2-47	625.00	Dugan, Crystal & Dewain
73.5-2-52	100.00	Windhauser, Edward & Sandra
73.5-2-54	225.00	Brumbaugh, David
73.5-2-58	640.00	Youngs, Rowena
73.5-2-61	537.50	Chadsey, Michael
73.5-4-31	75.00	Beales Bank
73.6-2-1	242.50	Shaw, Jack
73.6-2-3	290.00	Bogden, Gritsay
73.6-2-38	560.00	Martino, Nicholas & Sonya
73.6-4-11	485.00	Weis, Patrick & Smith, Amanda
73.6-5-4	265.00	Platek, Conrad & Marlene
73.6-5-59	310.00	Dubois, Susan
73.6-7-13	280.00	McCarthy, James & Cheryl
73.7-1-36	300.00	DeHuller, Robert
73.7-2-9	150.00	Nash, Alonsso & Franklin
73.9-1-26	75.00	Bourke, Christopher
73.9-2-33.1	1,500.00	LDC Albion Associates
73.10-1-16	100.00	Alello Jr, Anthony
73.10-2-17	325.00	Ames, Steven and Sharon
73.14-1-29	225.00	Crosby, Erwin & Susan
73.23-1-40	235.00	McCarthy, James
62.18-1-4	<u>267.50</u>	O'Dell, Edward
	9,067.50	

CARRIED

4 Ayes

0 Nays

**APPROVED WATER/SEWER TO TAXES**

Moved by Trustee Sidari and seconded by Trustee Navarra approving to add the following unpaid water/sewer bills from 2016 to the June 1, 2017 Village tax bills:

TAX MAP #	WATER	SEWER	TOTAL	OWNER
62.15-1-25	-0-	8.02	8.02	Lynch, Gloria
62.18-1-48	84.39	62.45	146.84	St James, Paul
62.18-1-67	142.59	150.72	293.31	Smith, Linda
62.18-2-20	175.89	187.45	363.34	Colonna, Richard
62.18-2-57	99.88	105.30	205.18	Wittman, William
62.19-1-20	31.11	32.71	63.82	Prentice, Thomas
62.19-2-22.2	101.75	107.40	209.15	Derwick, Gary
73.5-1-5	62.15	66.31	128.46	Rice & Company of NY Inc
73.5-2-52	48.56	51.63	100.19	Windhauser, Edward & Sandra

TAX MAP #	WATER	SEWER	TOTAL	OWNER
73.5-3-8	195.35	179.80	375.15	Colonna, Richard
73.5-3-18	66.94	104.16	171.10	Colonna, Jeffrey
73.5-3-29	28.28	29.74	58.02	Murphy, Roy & Charlene
73.5-4-20	84.39	62.45	146.84	Pike, David
73.5-4-31	108.62	88.70	197.32	Beal Bank SSB
73.5-4-37	123.00	131.15	254.15	Dysard, Robert & Maria
73.6-1-8	68.95	72.86	141.81	Grose, Mary
73.6-2-2	316.51	255.76	572.27	Empire Housing II Inc
73.6-2-57	85.25	63.38	148.63	Colonna, Richard
73.6-2-61	145.77	153.42	299.19	Colonna, Jeffrey
73.6-3-3	57.61	61.33	118.94	Wittman, William
73.6-3-4	30.69	32.34	63.03	Zaffrann, Martin
73.6-3-37	209.68	222.33	432.01	Colonna, Richard
73.6-3-47	287.51	278.59	566.10	Zaffrann, Martin
73.6-4-7	83.81	88.90	172.71	Martillotta, Joe & Deborah
73.6-4-8	28.28	29.74	58.02	Martillotta, Joe & Deborah
73.6-4-24	31.11	32.71	63.82	Parker, Susan
73.6-5-3	184.39	62.45	246.84	Mays, Clarence
73.6-5-19	54.02	57.45	111.47	Seever, Judy
73.6-6-32	253.62	214.12	467.74	Chappius, Colton
73.6-7-12	80.54	85.30	165.84	Theodorakos, James & Marg
73.6-7-16	75.77	54.03	129.80	Parker, Mark & Rhonda
73.6-7-35	65.56	69.20	134.76	Deutsche Bank National
73.6-7-45	251.00	214.58	465.58	Rodgers, James
73.6-7-52	49.11	52.23	101.34	Smith, Linda
73.6-7-53	60.17	63.30	123.47	Smith, Linda
73.6-7-66	31.11	32.71	63.82	Colonna, David
73.6-7-70	209.07	224.08	433.15	Parker, Mark & Rhonda
73.6-7-89	87.67	92.19	179.86	Flannery, Moira
73.7-1-5	122.13	128.43	250.56	Green, Mary & Thomas
73.7-1-29	28.28	29.74	58.02	Pearce, Tabbetha
73.7-2-16	35.88	37.94	73.82	Martillotta, Joe & Deborah
73.9-2-16	63.22	67.47	130.69	Smith, Linda
73.9-2-17	28.28	29.74	58.02	Smith, Linda
73.9-2-51	692.09	658.24	1,350.33	Rice Homes Inc
73.9-2-54.2	61.48	64.80	126.28	Rice Homes Inc
73.11-1-16	318.13	340.81	658.94	Flannery, Moira
73.13-1-6	106.24	113.83	220.07	Bobak II LLC
73.14-1-8	56.56	59.48	116.04	TGL Properties LLC
73.23-1-12	39.33	41.67	81.00	Smith, Linda
73.23-1-21	28.28	29.74	58.02	Wittman, William
73.23-1-23	31.11	32.71	63.82	Empire Block Inc
73.23-1-39	87.80	66.13	153.93	Empire Housing II, Inc
	5,798.91	5,581.72	11,380.63	

## CARRIED

4 Ayes

0 Nays

**APPROVED EMPLOYEES ROLL OVER/SELL BACK VACATION**

Moved by Trustee Farone and seconded by Trustee Sidari approving the request from the following employees to sell back/roll over un-used vacation days and roll over personal days to sick time for the fiscal year of June 1, 2016 to May 31, 2017 as per contracts:

EMPLOYEE	HOURS SELL BACK	HOURS ROLL OVER	PL TO SICK
Aric Albright	80	80	36
Stacey Andrews	-0-	75.75	-0-
Daniel Baase	36	48	-0-
Linda Babcock	80	-0-	-0-
Robert Ballard	80	80	-0-
Timothy Banker	80	-0-	-0-
Scott Bradshaw	40	-0-	-0-
William Francis	36	48	-0-
Karol Hughes	42	48	-0-
Kevin Miller	80	80	40
David Mogle	-0-	16	36

<u>EMPLOYEE</u>	<u>HOURS SELL BACK</u>	<u>HOURS ROLL OVER</u>	<u>PL TO SICK</u>
Roland Nenni	80	80	40
Mary O'Sullivan	80	-0-	-0-
Daryl Robb	72	-0-	-0-
Todd Sargent	80	80	24
Dale Snyder	40	44	-0-
Gary VanWycke	-0-	36	-0-
Ronald Vendetti	80	73	40
Robert Wagner	57	24	-0-
Jason Zicari	80	80	40
Martin Zwifka	24	-0-	-0-

**CARRIED**

3 Ayes  
Trustee Farone  
Trustee Sidari  
Deputy Mayor Banker

1 Nay  
Trustee Navarra

**APPROVED NYS LEASE**

Moved by Trustee Farone and seconded by Trustee Sidari approving Mayor London to sign the lease agreement with New York State for Assemblyman Hawley which includes a 2% increase.

**CARRIED**

3 Ayes  
Trustee Farone  
Trustee Sidari  
Trustee Navarra

0 Nays  
1 Abstained  
Deputy Mayor Banker

**ACCEPTED APPLICATIONS**

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

Josh M Barnett	DPW
Kara Bentley	DPW
Charles D Ricci	Motor Equipment Operator
Gerardo Solis	DPW

**WATER TANK ASSESSMENT**

The Board of Trustees received a correspondence from the Town of Barre assessor stating the assessment of the water tank went from \$577,869 to \$511,348.

**ELIGIBLE TO RETIRE**

The Board of Trustees received a correspondence from Chief Roland Nenni stating he is eligible to retire during the fiscal year June 1, 2017 – May 31, 2018.

The Board of Trustees received a correspondence from Gary VanWycke stating he is eligible to retire during the fiscal year June 1, 2017 to May 31, 2018.

**CORRESPONDENCE**

The Board of Trustees received notification from Orleans County Emergency Management that a DHSES Training Workshop will be held on April 28, 2017.

**CORRRSPONDENCE**

Moved by Trustee Sidari and seconded by Trustee Farone to schedule a Public Hearing for Wednesday, May 10, 2017 at 7:00PM to hear comments regarding the Village of Albion Board of Trustees removing the permanent easement on the property at 215 East Park Street.

**CARRIED**

4 Ayes  
0 Nays

**PUBLIC HEARING FOR TENTATIVE BUDGET**

Deputy Mayor Banker opened the Public Hearing to hear comments relating to the tentative budget as proposed by the Board of Trustees for the fiscal year beginning June 1, 2017:

Appropriations	Estimated Revenues	Fund Balance	Tax Levy
\$3,787,558.14	\$1,064,693.06	\$150,000.00	\$2,572,865.08

**WATER FUND**

Appropriations	Estimated Revenues	Fund Balance
\$1,617,300.00	\$1,617,300.00	\$ - 0 -

**SEWER FUND**

Appropriations	Estimated Revenues	Fund Balance
\$1,327,881.89	\$1,207,651.95	\$120,229.94

There were no residents present who wished to speak.

**CLOSED PUBLIC HEARING**

Moved by Trustee Farone and seconded by Trustee Sidari that in as much as there was no one present who wished to speak relating to the tentative budget as proposed by the Board of Trustees for the fiscal year beginning June 1, 2017, the Public Hearing closed at 7:07 PM.

CARRIED

4 Ayes

0 Nays

**STRAWBERRY FESTIVAL**

Mr Michael Bonafede provided the Board of Trustees information about the 2017 Strawberry Festival which will be held on June 10, 2017 and June 11, 2017.

**RESIDENT REQUEST**

The Board of Trustees tabled the request from Mrs Beth Webb for the Village to provide the insurance for a fund raiser to be held at Bullard Park. The proceeds will benefit "The FLED Foundation, Inc" that Mr and Mrs Webb have started in memory of their daughter.

**RESIDENT**

Mr Peter Collazo addressed the Board of Trustees about the Code Enforcement Officer. The Board of Trustees suggested Mr Collazo file a written complaint so his issues can be addressed.

**ALLEN ROAD PRESSURE**

Mr John Papponetti from LaBella Associates has reviewed the Allen Road Pressure problem and will be sending a summary for the Board of Trustees to review.

**WATER BILLING**

The Board of Trustees tabled discussing doing the water service billing by consumption vs minimums. Trustee Navarra will contact other communities to see how they bill.

**LAND TO DUMP LEAVES, BRUSH, LEAVES**

The Board of Trustees table the discussion on purchasing land to dump leaves, brush and snow at as there is nothing new.

**APPROVED PAYMENT TO MATRIX COMMUNICATIONS**

Moved by Trustee Sidari and seconded by Trustee Farone approving payment to Matrix Communications to upgrade the Village Office/Police Station telephone system in the amount of \$1,310.00.

CARRIED

4 Ayes

0 Nays

**SET DATE TO ADOPT BUDGET**

Moved by Trustee Navarra and seconded by Trustee Sidari setting the date to adopt the budget for the fiscal year June 1, 2017 to May 31, 2018 during the Workshop Meeting Wednesday, April 26, 2017.

CARRIED

4 Ayes

0 Nays

**TABLED REQUEST TO MOVE FUNDS**

The Board of Trustees tabled Superintendent of Public Works Todd Sargent's request to move no more than \$20,000 from A 5110.409 Street Maintenance to A 5110.204 Storage Building. The Board of Trustees would like to discuss further with Mr Sargent.

**TABLED MASTER METER PURCHASE**

The Board of Trustees tabled approving to use no more than \$30,000 from water contingency to purchase master meters for the Towns. The Board of Trustees would like to discuss further with the Superintendent of Public Works Todd Sargent.

**RESIDENT**

Resident Mr Vincent Navarra addressed the Board of Trustees about a violation notice he received regarding the sign for his liquor store.

**APPROVED REVIEW OF LOCAL LAW 290-95**

Moved by Trustee Sidari and seconded by Trustee Farone approving to look at Chapter 290-95 Sign Regulations and to include the Historic Preservation Commission.

CARRIED

4 Ayes

0 Nays

**APPROVED TO HIRE DEELEY IT**

Moved by Trustee Sidari and seconded by Trustee Navarra approving Mayor London to sign the agreement with Deeley IT to provide IT/Network support for the Village computers.

CARRIED

4 Ayes

0 Nays

**APPROVED GRANT WRITER AGREEMENT FOR 2 YEARS**

Moved by Trustee Sidari and seconded by Trustee Farone approving to hire J O'Connell & Associates for two years for grant writing services. The yearly cost will be \$34,000 per year.

CARRIED

4 Ayes

0 Nays

**TABLED CHANGING START TIME FOR MAY 10, 2017 MEETING**

The Board of Trustees tabled approving to schedule the Regular Meeting on May 10, 2017 to start at 6:00 PM for a presentation on Badger Meters. The Board of Trustees would like to discuss with the Superintendent of Public Works Todd Sargent.

**ACCEPTED APPLICATION**

The following application was accepted and will be placed on file for future reference:

Joshua E Grass

Anything

**CORRESPONDENCE**

The Board of Trustees received a correspondence from the Village's insurance provider, NYMIR, regarding Distracted Driving Prevention Training.

**APPROVED SCHOOL**

Moved by Trustee Sidari and seconded by Trustee Navarra approving the Code Enforcement Officer Ron Vendetti's request to attend the NYCOM Training May 7, 2017 through May 9, 2017.

CARRIED

4 Ayes

0 Nays

**MEETING ADJOURNED**

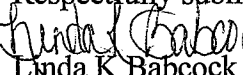
Moved by Trustee Navarra and second by Trustee Sidari that there being no further business, meeting is hereby adjourned at 8:23 PM.

CARRIED

4 Ayes

0 Nays

Respectfully submitted,



Linda K Babcock  
Clerk-Treasurer