

The Organizational Meeting of the Board of Trustees of the Village of Albion was held on Monday, April 5, 2010 at 6:00 Pm at the Village Council Chambers, 35-37 East Bank Street, Albion, New York.

Present were Mayor Dean A Theodorakos, Trustees Eileen S Banker, Fred Miller, Jeannette Riley, Kevin P Sheehan and Attorney John C Gavenda.

Mayor Theodorakos opened the meeting with the pledge of allegiance.

Oath of Office was administered by Linda K Babcock to newly elected officials Mayor Dean A Theodorakos, Trustee Eileen S Banker and Trustee Kevin P Sheehan.

DEPUTY MAYOR

Mayor Theodorakos appointed Kevin P Sheehan as Deputy Mayor.

CLERK-TREASURER

Moved by Trustee Riley and seconded by Trustee Miller approving Mayor Theodorakos 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 Sheehan and seconded by Trustee Miller approving Mayor Theodorakos appointment of Mary L Santiago as Deputy Clerk-Treasurer for a term of two years.

CARRIED

5 Ayes 0 Nays

REGISTRAR

Moved by Trustee Riley and seconded by Trustee Miller approving Mayor Theodorakos appointment of Linda K Babcock as Registrar of Vital Statistics for a term of two years.

CARRIED

5 Ayes 0 Nays

DEPUTY REGISTRAR

Moved by Trustee Miller and seconded by Trustee Sheehan approving Mayor Theodorakos appointment of Mary L Santiago as Deputy Registrar of Vital Statistics for a term of two years.

CARRIED

5 Ayes 0 Nays

ATTORNEY

Moved by Trustee Sheehan and seconded by Trustee Banker approving Mayor Theodorakos appointment of John C Gavenda as Village Attorney for a term of two years.

CARRIED

5 Ayes 0 Nays

FAIR HOUSING OFFICER

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

CARRIED

5 Ayes 0 Nays

BINGO INSPECTOR

Because there is not an organization in the Village holding Bingo at this time, Mayor Theodorakos didn't appoint a Bingo Inspector.

PLANNING BOARD

Moved by Trustee Miller and seconded by Trustee Banker approving Mayor Theodorakos appointment of John Andrews to the Planning Board for a term of five years.

CARRIED

5 Ayes 0 Nays

ZONING BOARD

Moved by Trustee Riley and seconded by Trustee Banker approving Mayor Theodorakos appointment of Jean Smith to the Zoning Board for a term of five years.

CARRIED

5 Ayes

0 Nays

RECREATION COMMITTEE

Moved by Trustee Miller and seconded by Trustee Banker approving Mayor Theodorakos appointment of Paula Knaak, Laura Harvey, Annette Finch, Bernard Baldwin and Kathy LaLonde to the Recreation Committee for a term of one year each.

CARRIED

5 Ayes

0 Nays

HISTORIC PRESERVATION

Moved by Trustee Riley and seconded by Trustee Sheehan approving Mayor Theodorakos appointment of Matt Ballard to the Historic Preservation Committee for a term of four years.

CARRIED

5 Ayes

0 Nays

PROCUREMENT POLICY

Moved by Trustee Riley and seconded by Trustee Banker adopting the Village's Procurement Policy 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 Riley who moved its adoption and seconded by Trustee Sheehan:

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, HSBC, Bank of America and JP Morgan Chase

CARRIED

5 Ayes

0 Nays

EARLY PAYMENT

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

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

MILAGE

The following resolution was proposed by Trustee Banker who moved its adoption and seconded by Trustee Riley:

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 .45 cents per mile.

CARRIED

5 Ayes

0 Nays

SCHOOL ATTENDANCE

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

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 Riley and seconded by Trustee Miller approving the Batavia Daily Newspaper as the official newspaper for the Village of Albion.

CARRIED

5 Ayes

0 Nays

DISASTER MANUAL

Moved by Trustee Riley and seconded by Trustee Sheehan adopting the amended Emergency Preparedness Disaster Manual for the Village of Albion.

CARRIED

5 Ayes

0 Nays

DISASTER COORDINATOR

Moved by Trustee Sheehan and seconded by Trustee Banker approving Mayor Theodorakos appointment of Eric Bradshaw as Disaster Coordinator for a term of one year.

CARRIED

5 Ayes

0 Nays

MEETING DATES

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

CARRIED

5 Ayes

0 Nays

TRUSTEE COMMITTEES

Mayor Theodorakos appointed Trustees to the following Departments:

<u>Trustee Banker</u>	<u>Trustee Miller</u>	<u>Trustee Riley</u>	<u>Trustee Sheehan</u>
Fire Department	Police Department	Police Department	Animal Control
Historic Preservation	Animal Control	Public Relations	Fire Department
Cemetery	Trailer Parks	Trailer Parks	Insurance
Attorney	Recreation	Insurance	Recreation
Village Office	Street Department	Street Department	Water/Sewer
Water/Sewer	Village Office	Codes	Attorney
Codes		Cemetery	

*Mayor Theodorakos to serve as ex-officio member of each committee as prescribed and will oversee the Planning Board.

APPROVE PURCHASE

Moved by Trustee Riley and seconded by Trustee Banker approving Cemetery Supervisor, Jason Zicari to purchase fencing out of this year's budget. In the past few months there has been two motor vehicle accidents where the fence was hit damaging it. The Village of Albion will be receiving insurance money to cover the majority of the cost. The balance will come out of this year's Cemetery budget. The approximate total cost for the fence will be \$3,500.00.

CARRIED

5 Ayes

0 Nays

PUBLIC HEARING SET

Moved by Trustee Banker and seconded by Trustee Sheehan approving a Public Hearing be held to rescind Local Law # 1, 2010 of the Village of Albion entitled "Indemnification of Village Employees" be held on April 28, 2010 at 7:00 PM at the Village Council Chambers.

CARRIED

5 Ayes

0 Nays

EXECUTIVE SESSION

Moved by Trustee Banker and seconded by Trustee Riley to adjourn to executive session for collective bargaining negotiations at 6:23 PM.

CARRIED

5 Ayes

0 Nays

EXECUTIVE SESSION CLOSED

Moved by Trustee Riley and seconded by Trustee Miller to come out of executive session at 7:50 PM.

CARRIED

5 Ayes

0 Nays

MEETING CLOSED

Moved by Trustee Banker and second by Trustee Miller that there being no further business, meeting is hereby adjourned at 7:51 PM.

CARRIED

5 Ayes

0 Nays

Respectfully submitted,



Linda K Babcock
Clerk-Treasurer