

The Workshop Meeting of the Board of Trustees of the Village of Albion was held Wednesday, April 25, 2012 at 7:00 PM, at 35 East Bank Street, Albion, New York.

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

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

#### **PUBLIC HEARING**

Mayor Theodorakos opened the Public Hearing to consider changes in the amounts to use for written/fax quotations; written request for proposals in Chapter 66, Procurement Policy.

#### **PUBLIC HEARING CLOSED**

Moved by Trustee Sheehan and seconded by Trustee Banker that in as much as everyone who wished to speak to consider changes in the amounts to use for written/fax quotations; written request for proposals in Chapter 66, Procurement Policy were heard, the Public Hearing is hereby closed at 7:03 PM.

#### **CARRIED**

5 Ayes

0 Nays

#### **LOCAL LAW #3 ADOPTED**

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

WHEREAS, a proposed Local Law No 3 of the year 2012 for the purpose of amending CHAPTER 66 – Procurement Policy was presented to the Village Board of Trustees, and

WHEREAS, the Board of Trustees at a regular meeting of said Board held on March 28, 2012 did adopt a motion that a Public Hearing be held on the aforesaid proposed Local Law at 7:00 PM on April 25, 2012, at 35 East Bank Street, Albion, New York and that said notice thereof be published in the Batavia Daily Newspaper, the official newspaper of the Village of Albion at least seven days before April 25, 2012, and

WHEREAS, a notice of such Public Hearing on said proposed Local Law was duly published in the Batavia Daily Newspaper on April 19, 2012, and

WHEREAS, a Public Hearing on said proposed Local Law was held by the Board of Trustees at 35 East Bank Street, Albion, New York at 7:00 PM on April 25, 2012, at which time all were heard who wished to speak regarding said Local Law,

NOW THEREFORE BE IT RESOLVED, that the following Local Law be hereby made part of the code of the Village of Albion, New York:

#### **LOCAL LAW #3**

Be it enacted by the Village Board of Trustees of the Village of Albion, New York as follows:

#### **CHAPTER 66 PROCUREMENT POLICY**

66-1. Review of purchase types; competitive bidding; documentation.

- A. Change the amounts as listed (purchase contracts under \$20,000 and public works contracts under \$35,000).

66-2. Requests for proposals; exceptions.

- A. Change amounts as listed (purchase contracts over \$20,000 and public works contracts over \$35,000).

66-3. Method of purchase.

1. Purchase Contracts

Estimated amount of purchase contract	Method
\$250 to \$2,999	Verbal quotations
\$3,000 to \$19,999	Written/fax quotations; written request for proposals

## 2. Public Works Contract

Estimated amount of purchase contract	Method
\$250 to \$2,999	Verbal quotations
\$3,000 to \$4,999	Written/fax quotations
\$5,000 to \$34,999	Written/fax quotations, written request for proposals

**CARRIED**

5 Ayes

0 Nays

**SURPLUS WOOD HIGH BID**

Moved by Trustee Sheehan and seconded by Trustee Miller accepting the high bid of \$1,075 from Mr Richard Colonna for the surplus wood, per the Superintendent of the Public Works Dale Brooks recommendation.

**CARRIED**

5 Ayes

0 Nays

**APPROVAL TO ATTEND SCHOOL**

Moved by Trustee Sidari and seconded by Trustee Miller approving the Superintendent of Public Works Dale Brooks to attend the Cornell Highway Superintendent School June 11 through June 13, 2012.

**CARRIED**

5 Ayes

0 Nays

**TABLED TREE REMOVAL**

The Board of Trustees tabled approving the Superintendent of Public Works Dale Brooks recommendation to remove the tree in the Village's right-of-way in front of 336 West State Street for further investigation.

**CARRIED**

5 Ayes

0 Nays

**SURPLUS PROPERTY APPROVED**

Moved by Trustee Sheehan and seconded by Trustee Miller approving the Superintendent of Public Works Dale Brooks request to declare the following as surplus equipment:

2 – 18" Stihl Chain Saws

**CARRIED**

5 Ayes

0 Nays

**CLARENDON ST BRIDGE**

Mayor Theodorakos will check with Bergmann Associates as to the status of the Clarendon Street Bridge Project.

**APPROVED MINUTES**

Moved by Trustee Sheehan and seconded by Trustee Miller that in as much as each member received copies of the minutes of April 11, 2012, April 12, 2012, April 16, 2012, April 18, 2012 and April 19, 2012 and there being no errors or omissions, minutes are hereby approved as written.

**CARRIED**

5 Ayes

0 Nays

**APPROVED PAYMENT DONEGAN**

Moved by Trustee Sheehan and seconded by Trustee Miller approving payment to Bernard P Donegan Inc for services rendered in February:

Sewer Lines Local BAN Funds	\$ 924.00
JMPCF	\$1,740.42
CDU	\$ 102.52

**CARRIED**

5 Ayes

0 Nays

**APPLICATIONS ACCEPTED**

The following applications were accepted and will be placed on file for future reference:  
Recreation Director - John J Grillo

Seasonal - Margaret King

**GRIEVANCE COMMITTEE MEMBER RESIGNED**

Moved by Trustee Miller and seconded by Trustee Sheehan accepting Mr Donald Narburgh's resignation from the Grievance Committee.

**CARRIED**

5 Ayes

0 Nays

**DEPARTMENT HEAD REPORTS**

The Board of Trustees received monthly reports from the Department of Public Works Dale Brooks, Police Chief Roland Nenni, Animal Control Officer Harry Papponetti, Code Enforcement Officer Ron Vendetti, Cemetery Supervisor Jason Zicari, Water Treatment Plant Superintendent Kevin Miller and Village Clerk Linda Babcock.

**GRIEVANCE COMMITTEE MEMBER RESIGNED**

Moved by Trustee Miller and seconded by Trustee Sheehan accepting Ms Eileen S Banker's resignation from the Grievance Committee.

**CARRIED**

5 Ayes

0 Nays

**ADOPT BUDGET**

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

WHEREAS, the tentative budget for the fiscal year June 1, 2012 to May 31, 2013 has been duly presented to the Board of Trustees and a duly advertised Public Hearing was held on April 19, 2012;

NOW THEREFORE BE IT RESOLVED, pursuant to Section 5.508, Subdivision 4 of the Village Law, the said tentative budget as changed, altered and revised by and hereby is adopted as the budget of the Village of Albion for the fiscal year June 1, 2012 to May 31, 2013:

**GENERAL FUND**

Appropriations	Estimated Revenues	Fund Balance	Tax Levy
\$3,628,792.84	\$ 969,188.79	\$300,000.00	\$2,359,604.05

**WATER FUND**

Appropriations	Estimated Revenues	Fund Balance
\$1,531,907.33	\$1,508,400.00	\$ 23,507.33

**SEWER FUND**

Appropriations	Estimated Revenues	Fund Balance
\$1,378,090.40	\$1,051,500.00	\$326,590.40

**TOTAL ALL FUNDS**

\$6,538,637.47

**CARRIED**

5 Ayes

0 Nays

**RETIREE HEALTH INS**

Moved by Trustee Miller and seconded by Trustee Sheehan approving Mayor Theodorakos to sign the Health Insurance Agreement with retiree Ms Kathy Ludwick. She will be switching to a MVP Medicare supplemental policy, which will save the Village and herself money.

**CARRIED**

5 Ayes

0 Nays

**HEALTH INS MEETING DATES**

Mr Don Bardeen and Mr Don Jablonski will be at the Village Office on the following dates to explain the MVP High Deductible Insurance Plan. They will provide a comparison summary to the current plan.

May 2, 2012 at 5:00PM and May 3, 2012 at 10:00AM

The Board of Trustees encourages all the full time employees to attend one of the meetings to get a better understanding of the plan.

**TREE BOARD**

The Board of Trustees discussed looking into having a Tree Board Advisory Committee. Attorney John Gavenda will check into the process of forming a committee. Mr Tom Rivers was present and expressed interest in being on the committee.

**RESERVE ACCT SET UP**

Moved by Trustee Miller and seconded by Trustee Banker to set up a reserve account for trees. The Clerk Linda Babcock will check into how to do that.

**CARRIED**

5 Ayes

0 Nays

**EXECUTIVE SESSION**

Moved by Trustee Sheehan and seconded by Trustee Banker to adjourn to executive session for pending litigations at 8:09 PM.

**CARRIED**

5 Ayes

0 Nays

**EXECUTIVE SESSION CLOSED**

Moved by Trustee Sheehan and seconded by Trustee Miller to come out of executive session at 8:23 PM.

**CARRIED**

5 Ayes

0 Nays

**LETTER APPROVED**

Moved by Trustee Miller and seconded by Trustee Sheehan authorizing Attorney John Gavenda to issue a letter to the Orleans County Treasurer in respect to the McCarthy property.

**CARRIED**

5 Ayes

0 Nays

**MEETING ADJOURNED**

Moved by Trustee Miller and second by Trustee Sheehan that there being no further business, meeting is hereby adjourned at 8:28 PM.

**CARRIED**

5 Ayes

0 Nays

Trustee Banker left the meeting at 8:32 PM.

**MEETING REOPENED**

Moved by Trustee Sheehan and second by Trustee Miller to reopen the Board Meeting at 8:32 PM.

**CARRIED**

4 Ayes

0 Nays

**LIEUTENANT POSITION APPROVED**

Moved by Trustee Miller and seconded by Trustee Sheehan approving Chief Nenni's recommendation to hire Officer Thomas O'Hearn as a Lieutenant for the department at a starting salary of \$63,000. Probationary period will be for 6 months and will start after the exam results are completed. After the probationary period the salary will be \$64,000.

**CARRIED**

4 Ayes

0 Nays

**MEETING ADJOURNED**

Moved by Trustee Sheehan and second by Trustee Miller that there being no further business, meeting is hereby adjourned at 8:44 PM.

**CARRIED**

4 Ayes

0 Nays

Respectfully submitted,



Linda K. Babcock