

The Workshop Meeting of the Board of Trustees of the Village of Albion was held Wednesday, February 27, 2013 at 7:00 PM, at 35 East Bank Street, Albion, New York.

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

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

#### **APPROVED MINUTES**

Moved by Trustee Sidari and seconded by Trustee Miller that in as much as each member received copies of the minutes of February 13, 2013 and there being no errors or omissions, minutes are hereby approved as written.

CARRIED

4 Ayes

0 Nays

Trustee Kevin P Sheehan entered meeting at 7:02 PM.

#### **STREETSCAPE**

Moved by Trustee Banker and seconded by Trustee Sheehan to approve Mr Tom Rivers Streetscape list for downtown:

27 trees, 13 wooden benches, 5 flower pots, 4 bike racks, 1 historical marker, 1 sandstone bench, 1 sandstone base by clock, 1 bigger welcome sign, and 1 memorial stone and plaque. Mr Rivers will get written approval from each store owner who will have any of the above items in front of their stores.

CARRIED

5 Ayes

0 Nays

The Superintendent of Public Works Dale Brooks found out that replacing the light poles would have turned out to be too big of a burden on the Village at some point. The Superintendent of Public Works Dale Brooks and Code Enforcement Officer Ron Vendetti presented the Board of Trustees two rough draft layout's of the Main Street parking area. The Board of Trustees liked the idea of the green space being on three sides which would have a buffer on Main Street. Both plans would double the parking space that is currently there. The Superintendent of Public Works Dale Brooks will provide an approximate cost estimate which will be discussed and possibility added into next year's budget. Mr Tom Rivers stated that he has talked to a County Legislature about putting Quarryman Park on the Court House lawn. Mayor Theodorakos will have Chatfield Engineers redo their proposal for the Main Street parking lot deleting the items that Mr Brooks and Mr Vendetti have already completed.

#### **DEPARTMENT HEAD REPORTS**

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

The Superintendent of the Pollution Control Plant Aric Albright didn't submit a monthly report.

The Code Enforcement Officer Ron Vendetti gave the Board of Trustees an update on the meetings he has attended regarding the abandoned properties in the Village.

#### **APPROVED PAYMENT TO HEWLETT PACKER**

Moved by Trustee Banker and seconded by Trustee Sheehan approving the payment to Hewlett Packard for the HP Design jet T790 44-in ePrinter in the amount of \$4,800.00.

CARRIED

5 Ayes

0 Nays

**APPROVED PAYMENT TO BROWN**

Moved by Trustee Sheehan and seconded by Trustee Banker approving payment to Stuart I Brown Associates for professional services performed September 29, 2012 to January 25, 2013 in the amount of \$800 for the Town/Village of Albion Comprehensive Plan.

CARRIED

5 Ayes

0 Nays

**APPROVED PAYMENT TO DONEGAN**

Moved by Trustee Sheehan and seconded by Trustee Banker approving payment Bernard P Donegan Inc for the following professional services October 1, 2012 through December 21, 2012:

JMPCF	\$ 870.73
Clarendon St Bridge	\$ 335.00
CDU	\$ 170.06
	<u>\$1,375.79</u>

CARRIED

5 Ayes

0 Nays

**121 FAÇADE FINAL**

Moved by Trustee Sheehan and seconded by Trustee Banker approving Mayor Theodorakos to sign the "Final Acceptance of Locally Administered Federal-Aid Project" and the "Certificate of Substantial Completion" forms for the "Albion Visitor's Center Rear Façade Improvement Project".

CARRIED

5 Ayes

0 Nays

**APPROVED PAYMENT OTTNEY/MILLER**

Moved by Trustee Banker and seconded by Trustee Sidari approving payment to Ottney & Miller for the topographic and boundary survey of the Main Street Parking area in the amount of \$1,300.00. The invoice will be paid out of the Small Cities Revolving Loan account.

CARRIED

5 Ayes

0 Nays

**APPROVED PAYMENT SURVEY MAIN ST PARKING LOT**

Moved by Trustee Miller and seconded by Trustee Sheehan approving payment to Orleans Abstract and Title Services for services rendered for the Main Street Parking area in the amount of \$1,100.00. The invoice will be paid out of the Small Cities Revolving Loan account.

CARRIED

5 Ayes

0 Nays

**ELIGIBLES LIST WTP**

Moved by Trustee Sheehan and seconded by Trustee Miller approving Mayor Theodorakos to sign the "Certification of Eligible's" list for Water Treatment Plant Operator Trainee position stating person listed has declined the position.

CARRIED

5 Ayes

0 Nays

**APPROVED APB AGREEMENT**

Moved by Trustee Banker and seconded by Trustee Miller approving Mayor Theodorakos to sign the "Memorandum of Agreement" with the Albion Police Benevolent Association regarding the reinstatement of the canine program.

CARRIED

5 Ayes

0 Nays

**HARTFORD DISABILITY COVERAGE**

Moved by Trustee Miller and seconded by Trustee Sheehan approving to cover all employees, full time and part time, through the New York State Disability Insurance except for High School students.

CARRIED

5 Ayes

0 Nays

**ADOPT SEXUAL HARASSMENT POLICY**

Moved by Trustee Banker and seconded by Trustee Sheehan adopting the following "Sexual Harassment Policy" as recommended by the Village of Albion's Insurance carrier, NYMIR. The Police Chief Roland Nenni will schedule/teach the class which all Village employees must attend.

**VILLAGE OF ALBION'S POLICY AGAINST SEX  
DISCRIMINATION AND SEXUAL HARASSMENT**

**SECTION 1: PURPOSE**

- A. Scope of Policy
- B. Policy Objectives

**SECTION 2: DEFINITIONS****SECTION 3: POLICY****SECTION 4: POLICY ENFORCEMENT**

- A. Complaint Procedure for Employees
  - 1. Notification Procedure
  - 2. Making a Complaint
- B. Time for Reporting a Complaint
- C. Confidentiality and Privacy
- D. Acknowledgment of Complaints

**SECTION 5: INVESTIGATION PROCEDURES**

- A. Timing of Investigations
- B. Method of Investigation
- C. Notification to Complaining Party and the Accused Party
- D. Remedial Measures

**SECTION 6: PROHIBITION AGAINST RETALIATION AND ABUSE OF THE POLICY****SECTION 7: APPEALS****SECTION 8: RECORD KEEPING****SECTION 9: QUESTIONS****SECTION 10: COMPLIANCE OFFICERS****SECTION 11: EFFECTIVE DATE AND POLICY DISSEMINATION****SECTION 1: PURPOSE**

Village of Albion believes in the dignity of the individual and recognizes the rights of all people to equal employment opportunities in the workplace. In this regard, Village of Albion is committed to a policy of protecting and safeguarding the rights and opportunities of all people to seek, obtain and hold employment without subjugation to harassment or discrimination in the workplace. It is the Village of Albion's policy to provide an employment environment free from harassment and discrimination based on sex.

**A. Scope of Policy**

This Policy applies to all Village of Albion employees and all personnel in a contractual or other business relationship with Village of Albion including, for example, applicants, temporary or leased employees, independent contractors, vendors, consultants, volunteers and visitors.

Depending on the extent of the Village of Albion's exercise of control, this Policy may be applied to the conduct of non-employees with respect to unlawful harassment and/or discrimination of Village of Albion's employees in the workplace. This Policy applies with equal force on Municipality's property as it does at Municipal -sponsored events, programs, and activities that take place off Municipal premises.

### **B. Policy Objectives**

By adopting and publishing this Policy, it is the intention of the Village of Albion's Board to:

1. notify employees about the types of conduct that constitute sexual harassment and discrimination prohibited by this Policy;
2. inform employees about the complaint procedures established by the Municipality that enable any employee who believes (s)he is the victim of harassment or discrimination to submit a complaint which will be investigated by the Municipality;
3. clearly advise all supervisory staff, administrators, and employees that sexual harassment and discrimination is strictly prohibited and no such person possesses the authority to harass or discriminate; and
4. notify all employees that the Municipality has appointed a Compliance Officer who is specifically designated to receive complaints and ensure compliance with this Policy.

NOTE: The names and office location of each Compliance Officer designated to receive and investigate complaints for the (Insert Dates) year are listed below at the end of this Policy.

## **SECTION 2: DEFINITIONS**

**"Prohibited Discrimination of Employees"** Prohibited discrimination of employees can take the form of any negative treatment of an employee, by either a Municipality employee or official, or a third party engaged in activities sponsored by the municipality which: (a) negatively impacts a employee's employment opportunities and/or employment benefits; *and* (b) is based upon the employee's sex. Prohibited discrimination of employees can also take the form of harassment even where there is no tangible impact upon the employee's employment opportunities and/or employment benefits. The phrase "prohibited discrimination" as used in this Policy includes all forms of prohibited sex discrimination, and "Sexual Harassment" as defined below:

### **"Sexual Harassment"**

Sexual harassment is prohibited including, but not limited to inappropriate forms of behavior described by the Equal Employment Opportunity Commission as follows:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to, or rejection of, such conduct by an individual is used as the basis for employment decisions affecting such individual (e.g., promotion, transfer, demotion, termination); or
3. Such gender-based conduct has the purpose or effect of unreasonably interfering with an individual's work performance, or of creating an intimidating, hostile or offensive working environment.

Specific forms of behavior the Village of Albion considers sexual harassment are set forth below. Every conceivable example cannot be delineated herein, and thus the descriptions below should not be interpreted in any way as being all-inclusive.

### **Verbal**

Abusive verbal language including jokes, comments, teasing or threats related to an employee's sex, sexual activity and/or body parts whether or not said in that person's presence including, but not limited to: sexual innuendos; slurs; suggestive, derogatory, or insulting comments or sounds; whistling; jokes of a sexual nature; sexual propositions; threats; comments on a person's appearance that make the person feel uncomfortable because of his or her sex; continuing to ask someone for dates or to meet after work after the person has made it clear that he or she does not want to go; sexually oriented comments about an employee's anatomy that are unwelcome, unreasonably interfere with an employee's work performance, or create an intimidating, hostile or offensive work environment; and unwelcome sexual advances or demands for sexual favors.

**Nonverbal**

Abusive written language showing or displaying pornographic or sexually explicit objects or pictures; graphic commentaries; luring or obscene gestures in the workplace; staring at a person's body in a sexually suggestive manner; sexually-related gestures or motions; sending sexually graphic material through the Municipality e-mail system or other electronic communication devices (e.g. voice mail) or using the Municipality's mail or computers to view such material.

**Physical**

Unwelcome physical conduct, including but not limited to: petting, pinching, grabbing, holding, hugging, kissing, tickling, massaging, displaying private body parts, coerced sexual intercourse, assault, persistent brushing up against a person's body, unnecessary touching and flashing or other unwelcome physical conduct.

While a single incident of these types of behavior may not create a hostile learning environment, if such behavior is severe, persistent or pervasive, or if submission to such conduct is made either explicitly or implicitly a term or condition of employment or receipt of employment benefits, such conduct constitutes prohibited sexual harassment.

**SECTION 3: POLICY**

The Village of Albion prohibits harassment and discrimination based sex and will not tolerate any form of unlawful discrimination or harassment. The Village of Albion will take all steps necessary to prevent and stop the occurrence of unlawful discrimination and/ or harassment in the workplace.

All employees, including but not limited to, Village of Albion's officials and supervisory personnel, are responsible for ensuring a work environment free from prohibited harassment and discrimination. All employees will be held responsible and accountable for avoiding or eliminating inappropriate conduct that may give rise to a claim of sexual harassment or sex discrimination. Employees are encouraged to report violations to one of the Compliance Officers listed in Section 10 of this Policy in accordance with the Complaint Procedure set forth in this Policy. Officials and supervisors must take immediate and appropriate corrective action when instances of prohibited harassment and/or discrimination come to their attention to assure compliance with this Policy.

Each employee is assured pursuant to Section 6 of this Policy, that retaliation against an individual who makes a complaint or report under this Policy is absolutely prohibited and constitutes, in and of itself, a violation of this Policy.

Any questions regarding the scope or application of this Policy should be directed to one of the Compliance Officers listed in Section 10 of this Policy.

**SECTION 4: POLICY ENFORCEMENT****A. Complaint Procedure for Employees**

**1. Notification Procedure:** Prompt reporting of complaints or concerns is required so that timely and constructive action can be taken before relationships become strained. Reporting of all perceived incidents of prohibited discrimination and/or harassment is essential, regardless of the offender's identity or position. An employee or other individual who feels aggrieved because of harassment or discrimination shall I contact his or her supervisor or a Compliance Officer listed in Section 10 of this Policy, or another administrator.

**2. Making a Complaint:** If the complainant prefers, s/he may report the matter directly to her/his supervisor. If the complainant feels uncomfortable reporting the harassment to her/his supervisor, s/he should immediately report the matter to any other member of management. The Village of Albion will not tolerate violations of this policy and strongly encourages victims of sexual harassment to report such harassment as soon as it occurs.

Complainants are expected to cooperate with the Municipality's investigation procedures by providing all relevant information relating to the complaint, as are other supervisory and non-supervisory employees having relevant or related knowledge or information.

**B. Time for Reporting a Complaint**

Prompt reporting of all complaints is strongly encouraged. All employees should be aware that appropriate resolution of complaints and effective remedial action oftentimes is possible only when complaints are promptly filed. Furthermore, complaining parties should be aware that statutes of limitations may constrain the time period for instituting legal actions outside of this Policy.

**C. Confidentiality and Privacy**

In recognition of the personal nature of discrimination and/or harassment complaints and the emotional impact of the alleged acts, the Municipality shall keep complaints as confidential as is consistent with a thorough investigation, applicable collective bargaining agreements, and other laws and regulations regarding employees. For the protection of all individuals who make complaints or are accused of prohibited harassment and/or discrimination, every witness interviewed during an investigation under this Policy will be advised of the confidentiality requirement and instructed not to discuss the complaint, the investigation, or the persons involved. To the extent complaints made under this Policy implicate criminal conduct, the Municipality may be required by law to contact and cooperate with the appropriate law enforcement authorities.

**SECTION 5: INVESTIGATION**

The Municipality will investigate all allegations of discrimination and harassment prohibited by this Policy as promptly as possible.

**SECTION 6: PROHIBITION AGAINST RETALIATION AND ABUSE OF THE POLICY**

Retaliation is strictly prohibited by this Policy and by law against anyone who in good faith reports a suspected violation of this Policy, who assists in making such a complaint, or who cooperates in a harassment or discrimination investigation. Retaliation means taking any adverse action in response to a complaint being made.

Complaints of retaliation should be brought directly to a Compliance Officer, or another administrator. Such complaints will be promptly investigated. If retaliation is found, the person retaliating will be subject to corrective action up to and including termination from employment, or in the case of a non-employee, an appropriate remedy up to and including termination of the business relationship.

**SECTION 7: APPEALS**

Any complainant or accused party who wishes to appeal the procedures which the Municipality followed in investigating a written complaint filed under this Policy, may do so within ten (10) days of receipt of the appellant's notification of the investigation outcome. Untimely submissions shall not receive consideration. Such appeal must be made in writing to the Board of Trustees by submission to the Clerk. The appellant shall be entitled to present evidence as to why the investigation procedures were flawed, improper, or otherwise not in compliance with this Policy. The Board's consideration and review of any such appeal shall be conducted confidentially in executive session. Following a review of that evidence, as well as the information obtained in the investigation process and conclusions derived there from, the Board of Trustees, or its designee, shall render a decision. The Board's decision shall be final. The appellant shall be notified of the decision in writing.

Nothing set forth in the Appeal Process above shall be construed to in any way confer upon either the complainant(s) or the person(s) accused of violating this Policy any right to appeal the Municipality's determination as to appropriate disciplinary and/or corrective action to be taken on meritorious complaints. In this regard, the Municipality at all times retains sole discretion to determine the appropriate disciplinary and/or corrective action to be taken with regard to a meritorious complaint.

**SECTION 8: RECORD KEEPING**

The Municipality shall maintain a written record of all complaints of sex discrimination and/or sexual harassment for a period of at least six years. The Municipality shall also document the steps taken with regard to investigations, as well as conclusions reached and remedial action taken, if any. The Municipality shall also maintain these documents for, at a minimum, six years.

The Municipality records regarding alleged discrimination shall be maintained separate and apart from personnel records.

### SECTION 9: QUESTIONS

Any questions by employees of the Municipality about this Policy or potential harassment or discrimination should be brought to the attention of one of the Municipality's Compliance Officers or the chief elected official. The names, addresses, and telephone numbers of the Municipality's Compliance Officers are listed in Section 10 of this Policy.

### SECTION 10: COMPLIANCE OFFICERS

NAME	OFFICE LOCATION
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TELEPHONE NUMBER	ADDRESS
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NAME	OFFICE LOCATION
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TELEPHONE NUMBER	ADDRESS
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NAME	OFFICE LOCATION
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TELEPHONE NUMBER	ADDRESS
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### SECTION 11: EFFECTIVE DATE AND POLICY DISSEMINATION

The effective date of this Policy shall be February 27, 2013. The Chief Municipal Office shall ensure that this Policy is adequately disseminated and made available to all employees of the Municipality. This Policy shall be distributed at the beginning of each year with or as part of the Village of Albion employee handbook. In addition, copies of this Policy and Complaint Form shall be maintained in the office of each Compliance Officer and Payroll Manager, as well as the Municipality's Policy Book that is available at the Village Office.

Upon the effective date of this Policy, the provisions of this Policy shall supersede and replace all prior Municipal policies and regulations regarding employee discrimination and harassment, and related complaint procedures with the exception of the " Village of Albion's Policy Against Sex Discrimination and Sexual Harassment."

CARRIED

5 Ayes

0 Nays

### APPLICATIONS

The following application will be place on file for future reference:

Water Treatment Plant Operator IIA

Jodie L Allport	Christopher M Banker	Benjamin W Bigford	Edward C Bloom
Floyd T Campbell	Michael B Clemons	Daniel J Conrad	Linda S Crown
Alan R Davis	Scott L Fleming	Justin E Froman	Michael K Furness
Jeff Garcia Mathewson		Daniel E Geiger	Michael C Groden
Ryan M Hill	Timothy J Irwin	William J Jones Jr	Christopher Kinter
John S Lang	Bobby H Mullins Jr	Brian A Nanni	John S Neri Jr
Robert W Owens	Andrew C Patten	Ferinand Piano	Michael R Pilon
Shane A Porter	Charles W Robertson	Michael R Schuck	John Scurry III
Dale M Shawver	George P Stanton	Matthew D Valsente	Jared Vandegenachte
Robert VanWuyckhuuse		Jerry W Velesko	Ernest A Wodrich
Devin E Erdle	Terry W Nottingham		

**SCHUDLED PUBLIC HEARING TENTATIVE BUDGET**

Moved by Trustee Sheehan and seconded by Trustee Miller to hold a Public Hearing on Monday, April 1, 2013 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.

CARRIED

5 Ayes

0 Nays

**ORGANIZATIONAL MEETING**

Moved by Trustee Banker and seconded by Trustee Sheehan to hold the annual Organizational Meeting on Monday, April 1, 2013 at 6:00 PM.

CARRIED

5 Ayes

0 Nays

**SCHEDULED DATE TO ADOPT BUDGET TABLED**

The Board of Trustees tabled scheduling the date to adopt the budget for the fiscal year June 1, 2013 to May 31, 2014 until the April 10, 2013 meeting.

**CORRESPONDENCE**

The Board of Trustees received a correspondence from Stuart I Brown Associates regarding the 2013 Consolidated Funding Grant Applications. The Clerk will invite them to the March 13, 2013 meeting to review. Ms Jean O'Connell will be invited to the March 27, 2013 meeting to discuss the application with her.

**AMSA ANNUAL REPORT**

The Board of Trustees received the Albion Main Street Alliance Annual Report for 2012. Trustee Banker will meet with AMSA to inquire into what their vision for the future is.

**SCHEDULED PUBLIC HEARING TAX CAP**

Moved by Trustee Banker and seconded by Trustee Sidari to schedule a Public Hearing to consider adopting a Local Law authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c for Wednesday, March 27, 2013 at 7:30 PM.

CARRIED

5 Ayes

0 Nays

**NYSDOT WORK PERMIT**

Moved by Trustee Sheehan and seconded by Trustee Miller to adopt the following resolution from NYS Department of Transportation regarding permits for work affecting State Highways:

UNDERTAKING For the benefit of  
The New York State Department of Transportation  
In connection with work affecting state highways  
For use by New York municipalities and federal agencies

WHEREAS, the undersigned Village of Albion (Municipality, County, Town, City or Village; or any agency of the federal government, hereinafter referred to as "Permittee") from time to time receives permits from the New York State Department of Transportation (hereinafter referred to as the "NYSDOT") and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and

WHEREAS, Permittee's access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,



NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

1. **Permit Applications.** Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration.
2. **Applicable Rules, Regulations & Conditions.** Permittee shall comply with all of the laws, rules and regulations applicable to construction, maintenance activities and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed in accordance with NYSDOT regulations and standards.
3. **Site Restoration.** Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. In the event that the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the Permittee, may restore the property to substantially the same or equivalent condition as existed before the Permittee's work/activities, in which case, Permittee agrees to reimburse the reasonable expenses in connection therewith.
4. **Payment & Release of Liens.** Permittee shall be responsible for the payment of all costs and materials relating to its work in the public right-of-way, and agrees to defend and save harmless NYSDOT against any and all lien claims made by persons supplying services or materials to Permittee in connection with Permittee's work.
5. **Indemnity.** In addition to the protection afforded to NYSDOT under any available insurance, NYSDOT shall not be liable for any damage or injury to the Permittee, its agents, employees; or to any other person, or to any property, occurring on the site or in any way associated with Permittee's activities or operations, whether undertaken by Permittee's own forces or by contractors or other agents working on Permittee's behalf. To the fullest extent permitted by law, the Permittee agrees to defend, indemnify and hold harmless the State of New York, NYSDOT, and their agents from and against all claims, damages, losses and expenses, including but not limited to, claims for personal injuries, property damage, wrongful death, and/or environmental claims and attorney fees arising out of any such claim, that are in any way associated with the Permittee's, activities or operations under any and all permits issued using this Undertaking.

FURTHERMORE, Permittee hereby warrants that the obligations of this Undertaking are backed by the full faith and credit of Permittee. Permittee may insure or bond any of the obligations set forth herein, or may rely upon self-insurance, budgeted funds, or funds for general operations.

This Undertaking shall be applicable to all permitted activities and operations undertaken after the date of execution and work initiated while this Undertaking is in effect. This Undertaking may be revoked by the Permittee or rejected by NYSDOT upon thirty days written notice but will continue to apply to all permitted activities/operations that were permitted by virtue of this Undertaking. Unless terminated for the purpose of future activities/operations, this Undertaking shall have a term of twenty (20) years and shall be kept on file to facilitate the issuance of future permits to which it will apply.

IN WITNESS WHEREOF, the Village of Albion (Municipality- County, Town, City, Village or federal agency) agrees to the terms of this Undertaking, and has caused its execution by the authorized officer or employee.

CARRIED

5 Ayes

0 Nays

**BUDGET**

Each Board member will be meeting with their Department Heads to review the budgets they submitted for the fiscal year June 1, 2013 to May 31, 2014 before the March 13, 2013 Board Meeting.

**MEN'S SOFTBALL LEAGUE**

Moved by Trustee Sheehan and seconded by Trustee Banker to approve the following regarding the Men's Softball League:

- To allow only one game on Sunday, the rest will have to be played during the week
- The Board would like to have a meeting with the league before the season begins to discuss drinking, littering, smoking and fighting
- A Special Event Permit Application will need to be completed with appropriate insurance certificates submitted
- The Recreation Director will have expanded duties to oversee the league

CARRIED

5 Ayes

0 Nays

**EXECUTIVE SESSION**

Moved by Trustee Sidari and seconded by Trustee Miller to adjourn to executive session to discuss litigations and personnel issues at 9:13 PM.

CARRIED

5 Ayes

0 Nays

**EXECUTIVE SESSION CLOSED**

Moved by Trustee Miller and seconded by Trustee Sheehan to come out of executive session at 10:00 PM.

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 10:05 PM.

CARRIED

5 Ayes

0 Nays

Respectfully submitted,



Linda K Babcock  
Clerk-Treasurer