

The Workshop Meeting of the Board of Trustees of the Village of Albion was held Wednesday, April 23, 2025, at 6:00 PM, Village Hall, 35 East Bank Street, Albion New York.

Present were Mayor Angel Javier Jr, Trustee William Gabalski, Trustee Joyce Riley and Trustee Timothy McMurray

Excused: Deputy Mayor Greg Bennett

Department Heads

Present: Superintendent of Public Works James Pahura, Police Chief David Mogle, Park & Recreation Director John Grillo, Animal Control Officer Harry Papponetti, Water Treatment Plant Chief Operator Levi Boyer, Code Enforcement Officer Chris Kinter and Cemetery Superintendent Jason Zicari

Absent: Park & Recreation Director John Grillo

Excused: Pollution Control Plant Chief Operator Aric Albright

Residents: 5

Mayor Javier opened the meeting with a pledge of allegiance at 6:00PM

PUBLIC FORUM

James Scibetta addressed the Board with his displeasure regarding the base charges on his water/sewer bill

OPEN PUBLIC HEARING

Moved by Trustee McMurray and seconded by Trustee Gabalski to open the public hearing to hear from the public on the consideration of various fee increases for services provided by the Village at 6:05PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

Discussion amongst the Board was had, Trustee Gabalski is not in favor of the fee charged for alarm permits, he suggested a fee should be charged if multiple false alarms to a property occur

CLOSE PUBLIC HEARING

Moved by Trustee Riley and seconded by Trustee McMurray at 6:24PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent

Trustee Gabalski	Aye
Trustee McMurray	Aye

APPROVED UPDATED FEE SCHEDULE

Moved by Trustee Riley and seconded by Trustee McMurray to approve the updated fee schedule

Fee Schedule – Village of Albion Tax Search	\$30
Copies per page	\$.30
Return check charge	\$20
Birth Certificates	\$10
Death Certificates	\$10
Parking Passes Permit (Downtown Village Lots)	\$25/ monthly
Alarm Device Application Fee- Every 2 years	\$100
Street Closing (Application ONLY- no fee)	N/C
Peddling and Soliciting Permit Application (including Food Trucks)	
1to 7 days	\$125
8 days to 6 months	\$350
Over 6 months to 1 year	\$600
Parade/ Procession Permit	\$100
Fireworks Permit (including Sparkling Devices)	\$150/ \$100
Pavilion Rental Resident/ Outside Village	\$50/\$100
Codes	
Zoning Application	\$350
Each follow-up meeting/ public hearing	\$350- \$450
Variance- Area or Use variance	\$350
Each follow-up meeting/ public hearing (\$100)	\$350-\$450
Planning Board Application	\$350
Each follow-up meeting/ public hearing	\$350- \$450
Residential New Home construction	

Flat Fee- application	\$550
Building Permit Renewal (before expiration)	\$40
Building Permit Renewal (after expiration date)	75% of original permit fee
Copy of Certificate of Occupancy	\$15
Residential Fences	\$25
Commercial Fences (includes dumpster enclosures)	\$100
Community or Street Garage sale (Application ONLY)	N/C
Lawn Mowing (Added to Property Taxes)	\$175/ man hour
Debris/ Trash	\$175/ man hour
Sign Permit Residential (for approved business home occupations)	\$50
Sign Permit Commercial	\$100
Commercial Building Construction	
New build cost	Fee schedule at Village Clerks Office
Addition and alterations Permit	Fee schedule at Village Clerks Office
Building Permit renewal (before expiration)	\$40
New build cost	Fee schedule at Village Clerks Office
Addition and alteration permit	Fee schedule at Village Clerks Office
Building permit renewal (before expiration)	\$40
Building permit renewal (after expiration)	75% of original permit fee
Residential solar electric system	\$150 + \$.50/KW
Commercial solar electric system <i>Installer to document assurance against abandonment with bond, letter of credit, or annual licensing fee.</i>	\$500 + \$.50/KW

Demolition Permit Application	
Residential Dwelling	\$125 + \$.30/sq ft.
Residential accessory structure	\$55 + \$.30/sq ft.
Commercial Structure	\$350 + \$.50/sq ft.
Industrial Structure	\$500 + \$.50/sq ft.
Annual Mobile Home fee	\$20
Mobile Home Installation Fee	\$150

Police Department Fees HR218	\$50 for present and past APD members \$100 others
Village Residents/ Village businesses	\$75
Non-Village Residents/ Non-Village Businesses	\$125
DPW RPZ TESTING Service	\$100

CARRIED

Mayor Javier	Aye
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Nay
Trustee McMurray	Aye

OPEN PUBLIC HEARING

Moved by Trustee Gabalski and seconded by Trustee McMurray to open the public hearing to hear from the public on the proposed 2025-2026 Budget 6:25PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

Jeff Holler addressed the Board on Water Budget as to why funds are not being set aside for future infrastructure repairs

CLOSE PUBLIC HEARING

Moved by Trustee McMurray and seconded by Trustee Riley to close the public hearing at 6:49PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

SCHEDULE SPECIAL MEETING

Moved by Trustee Gabalski and seconded by Trustee Riley to hold a special meeting 4/29/2025 at 6:00PM to approve the 2025-2026 Budget

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

DEPARTMENT HEAD BOARD REPORT

POLICE-Village of Albion Police Chief Mogle and Orleans County Sheriff Deputy Tooley spoke with the Board on the need and benefits of keeping the Mine Resistant Ambush Protected (MRAP) and Special Response Time (SRT). MRAP provides officer and public safety in critical situations, SRT's have specialized training to handle high-risk situations

DPW- DPW Superintendent Jay Pahura and Jeff Holler advised the Board on how they will be moving forward on the items to be installed on the multi-use field at Bullard, donations will cover the cost of upgrades

CODES-Attorney John Gavenda updated the Board on the status of 56 N Main St

ALLOW EXPENSE

Moved by Trustee Riley and seconded by Trustee McMurray to allow Attorney the use of no more than \$1500.00 for various cost, to include the abstract on property located at 56 N Main St

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

WATER ACCOUNTS

Deputy Treasurer, Michelle Martin Rice asked for guidance on the various water meters that have been estimated, and on residents who have failed to contact the Village to change out meters due to not reporting after numerous attempts from Michelle to set up appointments. The Board advised her to bill out all usage once confirmed that water was used, and for the those who will not set up appointments

to fix the meter not reporting, she was advised to bill out 3x's their past bill usage, with the understanding that once we confirm the actual usage off the meter to correct the bill accordingly

DEPUTY MAYOR

Mayor advised Board Deputy Mayor will be William Gabalski effective July 1, 2025-March 31, 2026

APPROVE MEETING MINUTES

Moved by Trustee McMurray and seconded by Trustee Riley approving the minutes for April 14, 2025

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

TREASURERS REPORT

Moved by Trustee McMurray and seconded by Trustee Gabalski to accept the March treasurer's report

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

BUDGET ADJUSTMENTS

Moved by Trustee McMurray and seconded by Trustee Riley to approve the following budget adjustments/use of funds/payment of invoices

WIIA 2

- Increase exp line F0.9710.0707.000 Interest \$11,652.00 BAN for 2023-2024
- Increase exp line F0.9710.0707.000 Interest \$76,301.79 BAN for 2024-2025
- Increase exp line H0.9730.0701.013 Interest \$115,248.00

Reindeer project

- Increase rev line A0.0000.2705 Donations \$300.00 Snell Realty
\$1,000.00 The Riley Family
\$300.00 Daama Sheepo
\$100.00 Tony Wynn
\$200.00 Hearth and Home

➤ Funds to be placed in reserves

- Increase rev line A0.0000.2390 shared services w/other Govt \$198.34 Fire District
\$430.17 Fire District

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

LIQUOR LICENSE

Moved by Trustee McMurray and seconded by Trustee Gabalski to approve the acknowledgement of Mecate Albion LLC d/b/a Mecate Mexican Restaurants intent to apply for their liquor license

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

RESIGNATION

Moved by Trustee McMurray and seconded by Trustee Gabalski to accept the resignation from cleaner Amy Jaczynski effective 5/3/2025

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

ADVERTISE CLEANER POSITION

Moved by Trustee McMurray and seconded by Trustee Gabalski to allow Clerk to advertise for a part-time cleaner position, pay to be set at \$200.00 weekly, hours vary

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

ENTER EXECUTIVE

Moved by Trustee Riley and seconded by Trustee Gabalski to enter executive at 8:10PM to discuss contracts

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

Attorney and Village Clerk exited meeting at 8:11PM

Trustee McMurray continued taking meeting minutes

EXIT EXECUTIVE

Moved by Trustee Riley and seconded by Trustee Gabalski to exit executive at 8:36PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

MEETING ADJOURNED

Moved by Trustee Gabalski and seconded by Trustee Riley having no further business, the meeting is hereby adjourned at 8:37PM

CARRIED

Mayor Javier	
Trustee Riley	Aye
Trustee Bennett	Absent
Trustee Gabalski	Aye
Trustee McMurray	Aye

Respectfully submitted,

Tracy A. VanSkiver
Clerk-Treasurer