

**Public Hearing, Regular Meeting &  
Re-Organizational Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on April 10<sup>th</sup> 2019**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 6:30pm with the following present:

Trustee Vickie Almquist  
Trustee Kevin Donovan  
Trustee Robert Fedele  
Trustee Emily VanEenwyk

Also present were: Village Administrator Cortney Gale and Grace Gallivan.

**Approval of Bills**

A motion to approve the bills was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

**Approval of Minutes**

A motion to approve the meeting minutes of March 10<sup>th</sup>, 2019 was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- Ed Flynn, Barb Johnston, and Kailee VanBrunt of LaBella Associates and I met with the Main Street target area property owners on March 28<sup>th</sup> at 7pm to review the Main Street program, project development, and show before and after projects completed in other areas by the grant. I have been meeting with the property owners who were not able to attend to share the information.
- I have completed and submitted the Local Government Achievement Award application through NYCOM for the Sage Pavilion Project. The award is given for the undertaking of a significant and innovative project that has improved the quality of life in the community. Additional consideration will be given to projects that demonstrate shared services and increasing efficiency in government.
- I have begun the reimbursement paperwork for the NYSERDA grant project.
- I have submitted the agreement and certificate of insurance to the Genesee County Youth Bureau for the 2019 Summer Recreation Program.
- I have been researching playground replacement options, applicable grants to support funding.

**Committees**

- Bergen Community Farmers Market meeting was held April 3rd; it has been difficult to have vendors submit paperwork for participation. It was decided to determine the status of the market by May 1<sup>st</sup>.
- Park Committee meeting was held April 3<sup>rd</sup>; registration forms are online for the July 20<sup>th</sup> disc golf tournament. Player packs, fees, lunch, and arrangements for 9 portable baskets have been completed. Plans were also put in place for the 2019 Community Yard Sale on August 17<sup>th</sup>.
- Community Action Day/Arbor Day – I am working with HS principal Pat McGee and Zach Kuter for the May 22 (rain date May 23) CAD and tree planting. Two trees will be planted by the students in Ward

Park with the Arbor Day ceremony, and then plantings will be done throughout the village. All flowers and materials have been ordered.

### **Planning Board**

- A Proposal for Regulatory Services to Complete a Zoning Law Update (form based) was received from John E. Steinmetz, AIC (Barton & Loguidice) to work with the planning board. A plan for the work done from the proposal will be put in place and presented to the board.

### **Zoning Board**

- An updated variance application and explanation sheet has been developed and was adopted at the March 28 zoning board meeting.

### **Meetings. Etc.**

- I met with Chris Fay, Eric Wies at WWTP to discuss membrane replacement, and other concerns with the plant processing.
- Cortney Gale, Rene' Vurraro, Barb Zinter and I discussed a local law and small cell license updates for the village with Charles Malcomb of Hodgson Russ LLP 4/1.
- I participated in a required webinar from New York Main Street (NYMS) program conducted by state staff on the environmental review procedures required of property owners participating in the program.
- I have been working with the HS art teacher to arrange for art students to work on new wooden cutouts for Ward Park and Hickory Park for the holidays. The cutouts were taken to the HS for students to work on.
- 4/8 Conference call with Town Supervisor Haywood, Councilman Starowitz, Cortney Gale, Ben Broder of Cypress Creek Renewables, and me to discuss solar options.

## **Administrator's**

### **Department of Public Works**

- The Municipal Electric Utility Association Semi-Annual meeting is on April 24<sup>th</sup> & 25<sup>th</sup>. They are talking about the long term extension. It seems like a done deal but we all have to sign off on it. Opposing the deal will bring a significant amount of pressure on the Village; I want to make sure the Board is fully committed before we proceed.
- Sewer plant operator, Chris Fay reports that the Waste Water Treatment Plant is running well and the screw press is also up and running.
- The worker from social services has worked a couple days and seems to be doing a fine job. He needs to perform 11 hours a week.
- I ordered the Ford F-450, two Kubota RTVs, and one Bobcat Skid Steer. It will take 19-20 weeks for the truck to be delivered. We were able to get a good trade in value for the Bobcat; I am listing the RTV on Auctions International's online auction. If it doesn't go for a good amount it will go to the Teitsworth Auction.
- There is a lot of brush and leaf bags out for the first pick up of the year. It will take most of the week to pick it all up.
- The linemen have been replacing transformers and will be borrowing Castile's chipper when trimming trees next week.

### **Office**

- Deputy Clerk Barb Zinter has been working on brush pick up issues and has created a tag to place on doors of residents who have violations. She prepared septic tank pumping sheets and emailed community garden contracts to participants. Barb finished retirement adjustments for Code Enforcement Officer Ken Kuter. She has fielded a number of calls about the elimination of Bulk Pick Up Day and Brush Pick Up Policy.
- Deputy Treasurer Rene' Vurraro retyped and organized the Sewer Law and mailed 197 letters to residents that will have their tanks pumped this year. She has been working with Frontier to receive \$2,400 they

owe us. If the sewer rate increase is passed she will start work to change accounts to prepare for the next billing cycle. Rene' is also working on the proposed Zoning Law restructure.

- We received the quote from Wendel Associates for the GIS software, it is more than we feel comfortable spending at this point and are considering our options before making a request to the Board that we purchase it.
- Tomorrow I will send the Constitutional Tax Limit form and Tax Cap report to the State which is required upon the passing of the new budgets.
- We've been working on the local law for the 5G Small Wireless Facilities (SWF). At our Special Meeting on Monday we will ask you to pass the local law along with a licensing agreement and at the same time update our fee schedule to include fees for SWF as well as a fee for a fence permit.

#### **Miscellaneous**

- There are four bond payments totaling \$58,837.50 due between April and May. The \$420,000 Public Improvement Bond will be paid off April 15<sup>th</sup>, 2020.
- The Village's insurance policy expires June 1<sup>st</sup>. The Mayor and I have a meeting on Tuesday the 16<sup>th</sup> to renew the policy. I've been updating the equipment and driver's lists.
- The Mayor and I met with Town Supervisor Ernie Haywood, Town Councilman Jim Starowitz and Ben Broder of Cypress Creek Renewable to discuss possible solar projects.

## **Public Hearings**

### **2019-2020 Budgets**

Mayor Barclay opened the Public Hearing for the 2019-2020 General, Sewer and Electric Budgets at 7:00pm.

- Grace Gallivan addressed the Board with her concerns regarding funding to the Gilliam-Grant Community Center. She explained the reasons she feels the Village should not give funds to the community center.
- The Board discussed Ms. Gallivan's thoughts. Trustee VanEenwyk explained that she has the same concerns.

Mayor Barclay closed the Public Hearing at 7:14pm

### **Sewer Rate Re-Structuring**

Mayor Barclay opened the Public Hearing for the proposed increase and re-structuring of Sewer Rates at 7:15pm

- Grace Gallivan expressed her support for the change and understood the need an increase.

Mayor Barclay closed the Public Hearing at 7:30pm.

### **Privilege of the Floor**

None

### **Trustee Concerns**

**Trustee VanEenwyk** noted that there are potholes at the intersection of Appletree Avenue and Route 33.

**Trustee Fedele** said that there is a large amount of recycling blowing around the village.

**Trustee Donovan** added that there is also a significant amount of garbage along the roadside on Route 490.

### **New Business**

#### **Maureen Estabrooks-Office of the Aging**

Maureen Estabrooks from Genesee County Office of the Aging discussed housing needs in Genesee County. A report has been created and she is meeting with all municipalities in Genesee County to seek input.

### **2019-2020 General, Sewer and Electric Budget**

A motion was made by Trustee Almquist and seconded by Trustee VanEenwyk to approve the budgets with the changes, \$5,000 from Youth Programs (01.7310.01) and \$5,000 from Adult Recreation (01.7620.04) should be added to Contingency (01.1990.04). The motion was carried by a unanimous vote.

### **Local Law 1 of 2019 – Sewer Rate Increase and Restructuring**

A motion was made by Trustee Fedele and seconded by Trustee Donovan to approve Local Law 1 of 2019. The motion was carried by a unanimous vote.

A LOCAL LAW AMENDING LOCAL LAW NO. 6 OF 1985, NO. 11 OF 2004 AND LOCAL LAW NO. 2 OF 2007, SETTING REVISED COST OF OPERATION AND MAINTENANCE CHARGES, SEWER RATES IN CONNECTION WITH THE USE AND DISCHARGE OF WATERS AND WASTES INTO THE VILLAGE OF BERGEN SEWER SYSTEM AND REVISED PAYMENT OF WASTEWATER SERVICE CHARGE DATE.

#### **Section 1 – Purpose**

The purpose of this Local Law is to amend the provisions of Village of Bergen Local Law No. 2 of 2007, Local Law No. 6 of 1985 and Local Law No. 11 of 2004 by revising the debt service charges and sewer rates to be paid by users of the sanitary sewer system of the Village of Bergen and to further repeal and rescind in their entirety certain exemptions contained in Local Law No. 2 of 2007 in order to generate sufficient revenue to pay all costs for the operation and maintenance of the waste water collection system and repayment of indebtedness.

#### **Section 2 – Basic Debt Service Charge**

Debt service charges shall continue to be made on a unit basis in accordance with the provisions of Section 2 of the Local Law No. 6 of 1985 and Section 3 of Local Law No. 11 of 2004. In accordance with existing contractual provisions, the debt service charge for units within the Village of Bergen shall be \$45.00 per unit per quarter. The debt service charge applicable to units outside of the Village of Bergen shall be \$56.25 per unit per quarter.

#### **Section 3 – Determining Each User’s Cost of Operation and Maintenance Charge**

- A. Section 3 and 4 of Local Law No. 6 of 1985, as modified by Local Law No. 11 of 2004 and Local Law No. 2 of 2007, providing for the manner in which the total annual cost of operation and maintenance of the system is determined and further providing for the manner in which each user’s cost of operation and maintenance charge is determined are vacated and replaced with the following rate structure for units both within and outside the Village:

##### **Residential (Based on Annual Usage):**

<b>0-15,000 gallons</b>	<b>\$95.00 per unit per quarter</b>
<b>15,001- 40,000 gallons</b>	<b>\$110.00 per unit per quarter</b>
<b>40,001- 60,000 gallons</b>	<b>\$120.00 per unit per quarter</b>
<b>Over 60,001 gallons</b>	<b>\$130.00 per unit per quarter</b>
<b>Fixed (Outside Village)</b>	<b>\$100.00 per unit per quarter</b>

##### **Non-pretreated Commercial/Industrial (Based on Annual Usage):**

<b>0-30,000 gallons</b>	<b>\$135.00 per unit per quarter</b>
<b>30,001-60,000 gallons</b>	<b>\$155.00 per unit per quarter</b>
<b>Over 60,001 gallons</b>	<b>\$210.00 per unit per quarter</b>

##### **Industrial Pre-treated Sludge**

<b><u>Quarterly Volume</u></b>	<b><u>Rate \$/1000 Gal.</u></b>
<b>0-250,000 gallons</b>	<b>\$5.00</b>
<b>250,001-1,000,000 gallons</b>	<b>\$4.00</b>

**Over 1,000,001 gallons and over**

**\$3.00**

- B. The annual usage for each user will be determined by the Village of Bergen based upon actual usage during a prior one-year period and said usage shall be reviewed and adjusted on an annual basis.
- C. Section 3, Paragraph C of Local Law No. 11 of 2004 as repealed and rescinded in Local Law No. 2 of 2007 remains in full force and effect.
- D. In accordance with existing contract provisions, the rate structure applicable to units outside the Village will be 125% of the rates charged to units in the Village as set forth in paragraph A above.
- E. For purposes of this law, a residential unit shall be defined as:
  1. an individual single-family residence;
  2. Any property that contains three or less residential units and is owner occupied; or
  3. A property used exclusively in connection with religious purposes by corporations or associations organized or conducted in good faith for religious purposes, and including the operation by such corporation or association of a school, notwithstanding that secular subjects are taught at such school, exclusively in connection with a community residence as defined in Subdivision Twenty-eight-a and Twenty-eight-b of Section 1. 03 of the Hygiene Law, provided that such residence is operated as a not-for-profit corporation and if supervisory staff is on site on a 24-hour per day basis, that the residence provides living accommodations for 14 or fewer residents.
- F. For purposes of this law, a commercial/industrial use shall be defined as follows:
  1. any property that is zoned for commercial or industrial use;
  2. any property that is primarily used for business purposes;
  3. any property that falls within the Multiple Dwelling Law definition for a multiple dwelling; or
  4. any property that contains two or more residential units and is not owner-occupied

**Section 4 – Determining Each User’s Cost of Operation and Maintenance**

All other terms and provisions of Local Law No. 6 of 1985, Local Law No. 11 of 2004 and Local Law No. 2 of 2007 shall remain in full force and effect.

**Section 5 – Payment of Wastewater Service Charges**

The Village shall submit a quarterly statement to the user for the user’s quarterly wastewater service charge (debt service plus operation and maintenance). If not paid in full by April 30<sup>th</sup> of any year, any unpaid assessments shall be added to the Village tax bill with penalty for the subject property for the following fiscal year.

**Section 6 – Review of Each User’s Wastewater Service Charge**

All other terms and provisions of Local Law No. 6 of 1985, Local Law No. 11 of 2004 and Local Law No. 2 of 2007 shall remain in full force and effect.

**Section 7 – Increased Costs Due to Discharge of Prohibited Substances into the Wastewater Treatment System**

All other terms and provisions of Local Law No. 6 of 1985, Local Law No. 11 of 2004 and Local Law No. 2 of 2007 shall remain in full force and effect.

**Section 8**

This Law shall be effective upon filing with the Secretary of State and the debt service charges and sewer rates shall be applicable to the current billing quarter, which is to be billed on or about May 1<sup>st</sup>, 2019.

**Standard Workday Resolution**

A motion was made by Trustee VanEenwyk and seconded by Trustee Almquist to approve the Standard Workday Resolution that sets the regular work hours for the Code Enforcement Officer for retirement reporting purposes. The motion was carried by a unanimous vote.

### **Reorganizational Meeting**

A motion was made by Trustee Almquist and seconded by Trustee VanEenwyk to approve the Reorganization document and appointments. The motion was carried by a unanimous vote.

### **Appointment of Officers**

- **Administrator with Clerk/Treasurer duties: Cortney W. Gale**
- **Deputy Clerk: Barbara Zinter**
- **Deputy Treasurer: Rene Vurraro**
- **Fire Marshal, CEO/ZEO: Kenneth Kuter**
- **Village Historian: Raymond S. MacConnell**
- **Deputy Mayor: Kevin Donovan**
- **Millseat Landfill Citizen Action Board: Virginia Adams**
- **Official Newspaper: Batavia Daily News**
- **Official Depositories: Bank of Castile**
- **Village of Bergen Attorney: Boylan Law Office, LLP & Hodgson Russ, LLP**
- **Village of Bergen Engineer: Clark Patterson Lee Associates**
- **Village of Bergen Accountants: BST & Co.**
- **Village Election Inspectors: Mary Ann Cooper, Constance Fiedler, Virginia Adams, Grace Gallivan, or any other trained inspector.**
- **Village of Bergen Insurance Provider: Lawley Genesee**
- **Village of Bergen Bond Council: Hodgson Russ, LLP**
- **Planning Board Member 5 Year Term: Rene Vurraro**
- **Zoning Board Member 5 Year Term: Todd Cargill**
- **Zoning Board Alternate 5 Year Term: Joseph Chimino**

### **Employee Council Meetings:**

All Village Employees and Mayor will meet every Wednesday morning at 9:00am in the Village boardroom to review current, on-going and future village related duties. This meeting has been created in-lieu of a Department of Public Works Supervisor.

### **Planning and Zoning Board of Appeals Meetings:**

The regular meeting of the Village Planning Board will be the third Wednesday of each month at 7:00 p.m. in the Village boardroom. At the discretion of the Chairperson, the meeting may not be held due to lack of business before the Planning Board. The regular meeting of the Zoning Board of Appeals will be held the fourth Thursday of the month at 7:00 p.m. in the Village Office and will be held only when there is business before the Zoning Board of Appeals.

### **Park Committee/Tree Board**

Tree Board and Park Committee will meet together the first Wednesday of the month at 7:00pm; the boards will consist of the same 5 individuals appointed by the Board of Trustees. The board is charged with developing and managing a comprehensive tree management program, being responsible for the care and management of the village trees, encouraging and promoting community involvement in public health, safety, general welfare

through plant maintenance, as well as implement the 5 year Parks Master Plan for the Village of Bergen and promoting Village parks and activities.

**Appointment of Registrar of Vital Statistics:**

The Village appoints Town Clerk Michele Smith as Registrar of Vital Statistics. The Village also appoints any deputies the Town Clerk may have installed in office.

**Sewer Arrears Relieved:**

Any unpaid sewer arrears as of April 30th, 2019 will be relieved on the June 1, 2019 tax bills.

**Mileage Rate:**

The Mileage Rate will adjust to **.58** cents per mile.

**Legal Notices:**

All legal notices will be posted on the inside bulletin boards at the Village Office and Byron-Bergen Public Library as well as the Community Bulletin board in the Village Post Office. They will also be published in the official newspaper if necessary.

**Bidding and Purchasing:**

County and State bids will be used and accepted in lieu of competitive bidding, for complete procedures see the Village Procurement Policy.

**Audit and Appropriations:**

Pursuant to Village Law 5-524(5)&(6) the board of trustees may authorize the following claims for payment in advance of audit; payroll expenses, payments of principal and interest on lawful outstanding debt public, utility services, amounts being due upon lawful contracts, postage, freight and express charges of the Village of Bergen. All claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving same shall be jointly and severally liable for any amount disallowed by the Board.

**Compensation of Representatives and Officials:**

- Representative to CAB shall receive **\$25.00** per meeting
- Planning Board Chairperson shall receive **\$45.00** per meeting
- Planning Board Members shall receive **\$40.00** per meeting
- Zoning Board of Appeals Chairperson shall receive **\$45.00** per meeting
- Zoning Board of Appeals Members shall receive **\$40.00** per meeting
- Election inspectors shall receive **\$100.00** per day (noon – 9pm)

**Holiday Observances**

**2019**

January 1	New Year's Day
February 18	President's Day
April 19	Good Friday
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
November 11	Veterans Day
November 28 & 29	Thanksgiving
December 24 & 25	Christmas Eve & Christmas Day
December 31	New Year's Eve

**2020**

January 1	New Year's Day
February 17	President's Day
April 10	Good Friday
May 25	Memorial Day
July 3	Independence Day
September 7	Labor Day
November 11	Veterans Day
November 26 & 27	Thanksgiving
December 24 & 25	Christmas Eve & Christmas Day
December 31	New Year's Eve

**Rules of Order:**

The Village of Bergen Board of Trustees has elected to not abide by Robert's Rules of Order; instead it will adopt the following Rules of Order for meetings of the Board of Trustees.

**PROPOSED RULES OF PROCEDURE****MEETINGS OF THE BOARD OF TRUSTEES****Regular Meetings:**

The Board of Trustees shall hold a regular meeting the 2<sup>nd</sup> Wednesdays of each month. Such regular meeting shall commence at 6:30 p.m. and be conducted in the boardroom in the Tulley Building. The Board of Trustees shall determine any deviation of the foregoing paragraph.

**Special Meetings:**

Special meetings of The Board of Trustees are all those Board meetings other than regular meetings. The Mayor or two or more Trustees acting together upon notice to the entire Board may call a special meeting. Notice shall be given by telephone, in person, or in writing at least 24 hours in advance unless an emergency exists.

**Quorum:**

A quorum shall be required to conduct business. A quorum of the (5) member board of trustees shall be (3) three. In the absence of a quorum, a lesser number may adjourn and compel the attendance of the absent members.

**Executive Sessions:**

Executive sessions shall be held in accordance with the NYS Public Officers Law 105. All executive sessions shall be commenced in a public meeting.

**Agendas:**

- The Administrator at the direction of the Mayor shall prepare the agenda. The Mayor or any Trustee may have an item placed on the agenda.
- The public may make a written request stating the specific matter to be addressed, to the Mayor to have a matter placed on the agenda.
- The Mayor will advise the Administrator whether to place such matters on the agenda.
- When possible, items for the agenda shall be given to the Administrator at least 24 hours before the meeting; however, items may be placed on the agenda at anytime upon the discretion of the Mayor.

- The agenda will be prepared and emailed to board members no later than 5:00 P.M. the day before the meeting.
- If necessary, a supplement agenda shall be distributed at the beginning of the meeting.
- Items may be placed on the agenda at anytime, including during the meeting by a majority vote of the board.

**Voting:**

- Pursuant to Village Law each member of the Board shall have one vote. The Mayor may vote on any matter but must vote in case of a tie.
- A majority of the totally authorized voting power is necessary to pass a matter unless otherwise specified by State law.
- An abstention, silence or absence shall be considered a negative vote for the purposes of determining the final vote on a matter.
- A vote upon any question shall be taken by ayes and nays, the names of the members present and their votes shall be entered in the minutes or reflected as unanimous vote.

**Minutes:**

- Minutes shall be taken by the Administrator or any other person designated by the Mayor.
- Minutes shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.
- Minutes shall be taken at executive session of any action that is taken by formal vote which consist of a record or summary of the final determination of such action, and the date and vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the NYS Freedom of Information Law.

Minutes shall also include the following:

- Name of the Board
- Date and time of meeting
- Notation of presence or absence of Board members and time of arrival or departure if different from time of call to order and adjournment
- Name and title of other village officials and employees present and will approximate number of attendees
- Time of adjournment
- Signature of Administrator or person who took the minutes if not the Administrator

Minutes shall not contain a summary of the discussion leading to action taken or include verbatim comments unless a majority of the Board shall resolve the Administrator to do so. Minutes shall be approved at the next board meeting. Amendments to the minutes shall require Board approval.

**Order of Business:**

- Call to order
- Roll Call
- Approval of Bills
- Approval of Minutes
- Report of officers and committees
- Privilege of the Floor
- Trustee Concerns
- New Business

- Old Business
- Adjournment

**General Rules of Procedure:**

- The Mayor shall preside at meetings. In the Mayor's absence the Deputy Mayor shall preside.
- The Village Board will abide by the Open Meeting Law. Robert's Rules of Order will not govern the Board of Trustees' meeting.
- The presiding officer may debate, move and take other action that may be taken by other members of the Board.
- Board members are not required to rise but must be recognized by the presiding officer before making motions and speaking.
- Motions require a second.
- A member, once recognized shall not be interrupted when speaking unless it is to call him/her to order.
- If a member, while speaking, were called to order, they should cease speaking until the question of order is determined, and, if in order, he shall be permitted to proceed.
- There is no limit to the number of times a member may speak on a question.
- Motions to close or limit debate may be entertained but shall require a majority vote.

**Guidelines for Public Comment:**

- The public shall be allowed to speak only during the Privilege of the Floor period of the meeting or at such other time as a majority of the Board shall allow.
- Speakers may only address items on the agenda unless otherwise determined by the presiding officer.
- The presiding officer must recognize speakers.
- Speakers must limit their remarks to five (5) minutes on a given topic, or as shall be otherwise determined by the presiding officer to keep the meeting orderly and allow time to attend to all of the matters on the agenda.
- Speakers may not yield any remaining time they may have to another speaker.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, for the purpose of clarification or information.
- All remarks shall be addressed to the Board as a body and not to any individual member thereof.
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications. The Administrator - clerk/treasurer shall present all such communications to the Board at the next regularly scheduled meeting.

**Adjournment:**

Meetings shall be adjourned by motion.

**Amendments to the Rules of Procedure:**

The foregoing procedures may be amended from time to time by a majority vote of the Board

**ADVANCE APPROVAL OF CLAIMS**

**WHEREAS** the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, payroll expense, debt service, lawful contracts, postage, freight and express charges; and

**WHEREAS** all such claims must be presented at the next regular meeting for audit; and

**WHEREAS** the claimant and the officer incurring or approving the claim are 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 and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

**RESOLUTION FOR ATTENDANCE AT SCHOOLS AND CONFERENCES**

**WHEREAS** there is to be held during the coming official year a) the New York Conference of Mayors Annual Meeting and Training School; b) the New York Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School; d) Government Finance Officers Training School; e) MEUA Annual Conference for Municipal Employees and DPW Employees, and

**WHEREAS** attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

**NOW THEREFORE BE IT RESOLVED:**

*Section 1. That the following officers and employees are authorized to attend said meetings, conferences or schools:*

- **Administrator**
- **Deputy Clerk**
- **Deputy Treasurer**
- **Mayor**
- **Board Members**
- **CEO/ZEO**

*Section 2. That this resolution is effective immediately.*

**RESOLUTION FOR MILEAGE ALLOWANCE**

**WHEREAS** the board of trustees has determined to pay a fixed rate for mileage as reimbursement to Village Officers and employees who use their personal automobiles while performing their official Village duties;

**NOW THEREFORE BE IT RESOLVED:**

Section 1. That the board of trustees will approve reimbursement to such officers and employees at the rate of **.58 cents** per mile.

Section 2. That this resolution is effective immediately.

**RESOLUTION DESIGNATING OFFICAL DEPOSITOR**

**WHEREAS** the board of trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies; 7.6 NYCOM Handbook for Village Officials (2013) • Chapter 7 • The Organizational Meeting

**NOW THEREFORE BE IT RESOLVED:**

Section 1. That the board of trustees designates the Bank of Castile as depository of all moneys received by the village treasurer, clerk, and receiver of taxes.

Section 2. That this resolution is effective immediately.

**Proposed Zoning Law Update**

Mayor Barclay discussed with the Board the proposed Zoning Law update with Barton & Loguidice, Inc. help. The Mayor also discussed the Special Meeting on April 15<sup>th</sup> for the passing of laws governing Small Wireless Facilities for 5G communication.

**Old Business**

None

**Adjournment**

A motion was made by Trustee Fedele and seconded by Trustee Almquist to adjourn the meeting. The motion was carried by a unanimous vote:

The meeting was adjourned at 8:33pm

Respectfully submitted,

Cortney W. Gale  
Vilage Administrator