

**ANNUAL ORGANIZATIONAL MEETING  
APRIL 7, 2004**

This meeting was held at the Firehouse, 175 Lyell Avenue.

**CALL TO ORDER:** 7:28 p.m.

**BOARD MEMBERS PRESENT**

Theodore E. Walker, Mayor  
Steven T. Russell, Trustee  
Glenn C. Granger, Trustee  
Timothy M. Peer, Trustee

**BOARD MEMBERS ABSENT**

Theodore E. Rauber, Trustee

**OTHERS PRESENT**

Alan R. Scheg, Village Administrator  
Pamela J. Gilbert, Village Clerk  
Thomas M. West, Superintendent of Public Works  
John E. Linder, Superintendent of Electric  
Richard J. Olson, Village Attorney

Roy McMaster, Fiscal Advisors & Marketing, Inc.  
(Refer to Regular Village Board Minutes, this date, for complete list of attendees)

**ANNUAL APPOINTMENTS**

**RESOLUTION NO 69 4/04**

Introduced by Mayor Walker  
Seconded by Trustee Peer

Resolved, that the following appointments be made for the official 2004/2005 year by Mayor Walker with approval of the Board of Trustees:

DEPUTY MAYOR	Trustee Theodore E. Rauber
VILLAGE ADMINISTRATOR	Alan R. Scheg
VILLAGE CLERK	Pamela J. Gilbert
VILLAGE TREASURER	Linda D. Harissis
DEPUTY CLERK	Glenda Marischen
ATTORNEY	Richard J. Olson
BANK DEPOSITORIES	HSBC
	M & T Bank
	Chase Manhattan Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

**CHECK SIGNING AUTHORIZATION**

**RESOLUTION NO 70 4/04**

Introduced by Mayor Walker  
Seconded by Trustee Russell

Theodore E. Walker, Mayor	Linda D. Harissis, Village Treasurer
Theodore E. Rauber, Deputy Mayor	Alan R. Scheg, Administrator

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

### **COMMITTEE APPOINTMENTS**

FACILITIES COMMITTEE  
(Electric, Water, Drainage, Franchises)

Trustee Russell, Chairman  
Mayor Walker  
Trustee Rauber  
Administrator Scheg  
Superintendent West  
Superintendent Linder  
Treasurer Harissis

SEWERS COMMITTEE

Trustee Rauber, Chairman  
Trustee Russell  
Trustee Granger  
Administrator Scheg  
Superintendent West  
Chief Operator Elliott

PUBLIC WORKS COMMITTEE  
(Highways/Public Services)  
{Parks, Refuse, Recycling}

Trustee Granger, Chairman  
Mayor Walker  
Administrator Scheg  
Clerk Gilbert  
Superintendent West

PLANNING/ZONING/BUILDING CONTROL  
(Code Review, Architectural Review)

Trustee Rauber, Chairman  
Trustee Peer  
Diana Powell-Keery, Chairman, Zoning  
Board of Appeals  
Robert Garlick, Chairman, Planning Board  
Administrator Scheg  
Clerk Gilbert

PUBLIC SAFETY COMMITTEE  
(Fire, Police)

Trustee Granger, Chairman  
Mayor Walker  
Administrator Scheg  
Clerk Gilbert  
Superintendent West

FINANCE COMMITTEE  
(includes Insurance)

Trustee Russell, Chairman  
Mayor Walker  
Trustee Peer  
Administrator Scheg  
Treasurer Harissis

ADMINISTRATION COMMITTEE

Mayor Walker, Chairman  
Trustee Granger  
Trustee Russell  
Administrator Scheg  
Superintendent West  
Superintendent Linder

ECONOMIC DEVELOPMENT COMMITTEE  
(includes Parking & Traffic)

Trustee Peer, Chairman  
Mayor Walker  
Trustee Rauber  
Administrator Scheg  
Clerk Gilbert

HUMAN RESOURCES/BENEFITS COMMITTEE

Trustee Granger, Chairman  
Mayor Walker  
Trustee Peer  
Administrator Scheg  
Clerk Gilbert  
Superintendent West  
Superintendent Linder

**RESOLUTION NO 71 4/04**

Introduced by Mayor Walker  
Seconded by Trustee Russell

Resolved, that the Committee appointments for the Village's annual year 2004-2005 be accepted as read.

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

**VILLAGE BOARD MEETINGS**

Regular meetings of the Board of Trustees will be held on the first Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 7:00 P.M.

Workshop meetings of the Board of Trustees will held the second, third, fourth and fifth Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 4:30 P.M.

Alternate facility to accommodate disabled persons shall be the Spencerport Firehouse, 175 Lyell Avenue, Spencerport, New York.

**PURCHASING POLICY**

The Village of Spencerport Purchasing Policy will be reviewed on June 16, 2004.

**ADVANCE APPROVAL OF CLAIMS**

**RESOLUTION NO 72 4/04**

Introduced by Mayor Walker  
Seconded by Trustee Peer

Whereas, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board, 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 disallowed by the Board of Trustees,  
Annual Organizational Meeting  
April 7, 2004  
Page 4

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 and others as may be deemed appropriate by the Board and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: That this resolution shall take effect immediately.

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

#### **ATTENDANCE AT SCHOOLS & CONFERENCES**

#### **RESOLUTION NO 73 4/04**

Introduced by Mayor Walker  
Seconded by Trustee Russell

Resolved, that the Village Board does hereby approve attendance at all schools and conferences for the Village fiscal year 2004-2005 that do not exceed \$200 and one day in duration, provided such schools and conferences are included in the respective Department budget as so approved by the Village Board. Attendance at all schools and conferences must be acknowledged to the Village Board at a Regular meeting of the Village Board.

Vote of the Board:	Steven T. Russell, Trustee
	Glenn C. Granger, Trustee
	Timothy M. Peer, Trustee
	Theodore E. Walker, Mayor

#### **ADJOURNMENT**

Motion was made by Mayor Walker, seconded by Trustee Russell and carried unanimously that the Annual Organizational Meeting be adjourned at 7:33 p.m.