

**ANNUAL ORGANIZATIONAL MEETING  
MINUTES  
April 6, 2011**

**CALL TO ORDER**

Mayor Lobene called the meeting to order at 7:50 p.m.

**APPOINTMENTS**

The following individuals will be appointed to their positions for two year appointment ending April 2013

DEPUTY MAYOR	Trustee Theodore E. Rauber
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Karen Kimbler
DEPUTY CLERK	Pamela Gilbert
SECRETARY TO THE MAYOR	Holding Over Margaret Gioia
ATTORNEY	Richard J. Olson
PLANNING BOARD ATTORNEY	Holding Over Bridget Fields
BANK DEPOSITORIES	HSBC
	M & T Bank
	Chase Manhattan Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

**RESOLUTION 145 4/2011**

Introduced by: Mayor Lobene  
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Mayor's Appointments

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

**CHECK SIGNING AUTHORIZATION**

**RESOLUTION 146 4/2011**

Introduced by: Trustee Rauber  
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees approves the following individuals to have check signing authority for the Village of Spencerport:

Joyce A. Lobene, Mayor  
Theodore E. Rauber, Deputy Mayor  
Karen Kimbler, Treasurer

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

## **COMMITTEE APPOINTMENTS**

**FACILITIES COMMITTEE**  
(Electric, Drainage, Franchises)

Mayor Lobene, Chair  
Trustee Rauber  
Superintendent West  
Superintendent McIntee  
Treasurer Kimbler

**SEWERS COMMITTEE**

Trustee Rauber, Chair  
Mayor Lobene  
Superintendent West  
Mark Elliott

**PUBLIC WORKS COMMITTEE**  
(Highways/Public Services)  
{Parks, Drainage}

Trustee Gunther, Chair  
Trustee Rauber  
Clerk Sullivan  
Superintendent West

**PLANNING/ZONING/BUILDING CONTROL**  
(Code Review, Architectural Review)  
(Comprehensive Plan Update)

Trustee Nellis-Ewell, Chair  
Mayor Lobene  
John Dole, Chairman, Zoning Board of Appeals  
David Wohlers, Chairman, Planning Board  
Donna Stassen, Secretary

**PUBLIC SAFETY COMMITTEE**  
(Ambulance, Fire, Police)

Trustee Rauber, Chair  
Mayor Lobene  
Clerk Sullivan  
Superintendent West

**FINANCE COMMITTEE**  
(includes Insurance)

Trustee Penders, Chair  
Mayor Lobene  
Clerk Sullivan  
Treasurer, Kimbler

**ADMINISTRATION COMMITTEE**

Mayor Lobene, Chair  
Trustee Penders  
Clerk Sullivan  
Superintendent West  
Superintendent McIntee

**ECONOMIC DEVELOPMENT COMMITTEE**  
(includes Parking & Traffic)

Mayor Lobene, Chair  
Trustee Nellis-Ewell  
Clerk Sullivan  
Superintendent West

**HUMAN RESOURCES/BENEFITS COMMITTEE**

Trustee Gunther, Chair  
Trustee Penders  
Clerk Sullivan  
Superintendent West  
Superintendent McIntee

**GREEN COMMITTEE**  
(Recycling, Refuse)

Trustee Nellis-Ewell, Chair  
Trustee Rauber  
Superintendent West  
Superintendent McIntee  
Clerk Sullivan

**RESOLUTION 147 4/2011**

Introduced by: Mayor Lobene  
Seconded by: Trustee Rauber

Be it resolved that the Village Board of Trustee approves the aforementioned committee appointments.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, 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 be 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 Fire Department, 175 Lyell Avenue, Spencerport, NY.

**PURCHASING POLICY**

The Village of Spencerport Purchasing Policy will be reviewed on June 15, 2011 at the workshop meeting.

**ADVANCE APPROVAL OF CLAIMS**

**RESOLUTION 148 4/2011**

Introduced by: Trustee Rauber  
Seconded by: Trustee Nellis-Ewell

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,

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:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

**ATTENDANCE AT SCHOOLS & CONFERENCES**

**RESOLUTION 149 4/2011**

Introduced by: Mayor Lobene

Seconded by: Trustee Rauber

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at all schools and conferences for the Village fiscal year 2011-2012 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:	Theodore E. Rauber, Trustee	Aye
	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Fritz Gunther, Trustee	Aye
	Joyce Lobene, Mayor	Aye

**ADJOURMENT**

A motion was made by Mayor Lobene, seconded by Trustee Rauber to adjourn the Annual Meeting at 8:05 p.m.