

**VILLAGE BOARD MEETING**

**Agenda  
April 3, 2013**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**SWEARING IN OF NEW VILLAGE BOARD MEMBERS**

Joyce Lobene, Mayor  
Charles Hopson, Trustee

**PUBLIC HEARING – Fiscal Year 2013/2014 Tentative Budget**

**ANNUAL ORGANIZATIONAL MEETING**

**APPOINTMENTS**

The following individuals are fulfilling the first year of their two year appointment ending April 2015

DEPUTY MAYOR	Glenn Granger
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Karen Kimbler
DEPUTY CLERK	Pamela Gilbert
SECRETARY TO THE MAYOR	Margaret Gioia
ATTORNEY	Richard J. Olson
PLANNING BOARD ATTORNEY	Eric Stowe
BANK DEPOSITORIES	Key Bank
	M & T Bank
	Chase Manhattan Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

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

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**CHECK SIGNING AUTHORIZATION**

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

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  
Glenn Granger, Deputy Mayor  
Karen Kimbler, Treasurer

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee

**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 19, 2013 at the workshop meeting.

**ADVANCE APPROVAL OF CLAIMS**

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

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: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**ATTENDANCE AT SCHOOLS & CONFERENCES**

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at all schools and conferences for the Village fiscal year 2013-2014 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: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**ADJOURNMENT OF THE ANNUAL MEETING**

**APPROVAL OF MINUTES**

Regular Meeting: March 6, 2013  
Workshop Meeting: March 13, 2013  
March 20, 2013

**PRIVILEGE OF FLOOR**

**Administrative Committee** – Mayor Lobene, Chair

**Resolution 4/2013**

Introduced By:  
Seconded By:

Now, therefore, be it resolved:

That the Village of Spencerport Board of Trustees hereby adopts the “Tentative 2013-2014 General, Sewer, and Electric Fund Budgets” as the Final Budgets for the Village Fiscal year ending May 31, 2014. The amount for the General Fund to be raised from taxes is \$631,974 with a tax rate of \$3.47 per thousand assessed valuation; a Recycling fee of \$49.75 per unit; and a Sewer User Fees of \$2.69/1000 gallons of water used for operation and maintenance costs and \$140.06 per unit for capital costs.

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**Sewers Committee** – Trustee Hopson, Chair

**Trolley Depot Report**

**Planning/Zoning/Building Control** – Trustee Nellis-Ewell, Chair

- A. Planning
- B. Architectural Review
- C. Zoning
- D. Building Control
- E. Code Review

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees approves the following budget transfers.

<b><u>Amount</u></b>	<b><u>To Account</u></b>	<b><u>From Account</u></b>
\$6,000	A5142.400 Snow Removal Contractual	A5142.402 Snow Removal – Deicing Matls
\$5,000	A8161.401 Recycling Equipment Vehicle Repairs	A8161.400 Recycling Contractual

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

A. Electric

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees approves Superintendent McIntee's attendance at the MEUA Semi Annual Meeting Wednesday, April 17 and Thursday, April 18, 2013 in Syracuse, NY. Cost not to exceed \$231.00.

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**RESOLUTION 4/2013**

Introduced by:  
Seconded by:

WHEREAS, the Village Board of Trustees of the Village of Spencerport, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and

WHEREAS, the Semi-Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on April 17 and April 18, 2013 to be held at the Embassy Suites Hotel, 6646 Old Collamer Rd., East Syracuse, New York, 13057 and,

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Owen McIntee be and is hereby designated as the accredited delegate of the Village of Spencerport, New York.

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

B. Other ( Drainage, Franchise)

**Public Works Committee** – Trustee Granger, Chair

A. Highways/Garage

**RESOLUTION 4/2013**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees authorizes the Mayor to sign the 2013 Annual Storm Water Report MS4 Municipal Compliance Certification Form.

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

**RESOLUTION 4/2013**

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees approves hiring Norm Lessord, III, Spencerport, NY as a seasonal employee starting April 15, 2013 – December 6, 2013 at a salary of \$12.00/hour pending pre-employment drug screening.

Vote of the Board: Glenn C Granger, Trustee  
Carol J. Nellis-Ewell, Trustee  
Gary Penders, Trustee  
Charles Hopson, Trustee  
Joyce Lobene, Mayor

B. Public Services (Refuse, Recycling, Parks)

**Public Safety Committee** – Trustee Penders, Chair

A. Fire Department

B. Police

C. Ambulance

**Human Resources Committee** – Trustee Granger, Chair

**Economic Development Committee** – Mayor Lobene, Chair

**Green Initiatives** – Trustee Nellis-Ewell, Chair

**Village Clerk** – Jacqueline Sullivan

**Superintendent of Public Works** – Thomas M. West

**Superintendent of Electric** – Owen McIntee

**Attorney** – Richard J. Olson

**Unfinished Business**

**New Business**

**Bills**

1. Monthly Bills.
2. Post Audit: April 2013

**Adjournment**