



VILLAGE OF DELANSON

MAYOR
GAYLE K. GIFFORD

Equal Opportunity Employer

VILLAGE CLERK

BOARD OF TRUSTEES
JOSHUA D. O'CONNOR
GEORGE GRENIER

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ISABELLE MORMANDO
VILLAGE TREASURER
NICOLE O'CONNOR
WATER COMMISSIONER
JEFFREY IVESON

VILLAGE OF DELANSON ORGANIZATIONAL MEETING MINUTES April 4, 2016

1. PLEASE STAND FOR THE PLEDGE OF ALLEGIANCE

2. MEETING CALLED TO ORDER: 6:36PM

ALL PRESENT: Mayor Gifford , Trustee O'Connor, Trustee Grenier, Clerk Mormando

3. GENERAL OPERATING PROCEDURES:

- A. Official Undertakings- Village Board serves as the Board of Directors
- B. Date for regular meetings- 2nd Monday of each month 7:00 PM – 9:00 PM
- C. Village Office hours are by appointment
- D. The 2017 Organizational Meeting will be held on the first Monday in April – April 3, 2017
- E. Rules of Procedure- Roberts Rules of Order
- F. Official Newspaper- Daily Gazette
- G. Official television station- CBS 6
- H. Official designated banking institution is NBT Bank in Duaneburg
- I. Financial Advisor- Financial Services provided by Ellen Grasek
- J. Schenectady Board of Elections will conduct Village General Elections (Res. January 2015)
- K. Water Supply Emergency Response Plan; Reminder to update
- L. Water Supply Vulnerability Assessment; Reminder to update personnel contact information

- M. Resolution 2016-04-1; Procurement Policy
- N. Resolution 2016-04-2; Deposit Frequency Policy
- O. Resolution 2016-04-3; Investment Policy
- P. Resolution 2016-04-4; Employee Policy & Procedures, Code of Ethics
- Q. Resolution 2016-04-5; FOIL Procedures
- R. Resolution 2016-04-6; Advance Approval of Claims
- S. Resolution 2016-04-7; Attendance at Schools and Conferences
- T. Resolution 2016-04-8; Mileage Allowance \$0.51

MOTION TO ACCEPT GENERAL OPERATING PROCEDURES AS READ: Trustee O'Connor 2nd: Trustee

Grenier

4. TRUSTEE APPOINTMENTS:

Registrar of Vital Statistics	Isabelle Mormando	2016-2017
Deputy Registrar of Vital Statistics	Nicole O'Connor	2016-2017

Roll Call – 3 ayes

5. PLANNING AND ZONING BOARD:

James Hyde	2014-2017
Dan Lindh, Chairman	2015-2018
Al Zubal	2015-2018
Bruce Barton	2014-2017
James Donnelly	2016-2019

Mayor Gifford appoints James Donnelly

6. ZONING BOARD OF APPEALS:

Larry O'Connor	2015-2018
Jill Mackie	2015-2018
George Martin	2015-2018
Daryl Risley	2014-2017
Keith Meyers	2014-2017

Mayor Gifford reappoints Keith Meyers. He needs to sign the book within 30 days. The term remains the same.

7. MAYORAL APPOINTMENTS:

Jeff Iveson, Water Commissioner	2016-2017
Steve Micheli, Asst. Water Commissioner	2016-2017

Discussion about the re-appointment.

Mayor Gifford appoints Water Commissioner & Assistant Commissioner.

8. NEW BUSINESS: The Y bulk water rate reduction request – Board agrees no lower than 3 cents a gallon is fair after discussion. Mayor Gifford will send a letter.

9. MOTION TO PAY BILL – Claim #169799 \$100

Motion: Trustee O'Connor 2nd: Trustee Grenier

10. MOTION TO ADJOURN: Trustee O'Connor 2ND: Trustee Grenier
ADJOURNMENT: 7:16PM