



VILLAGE OF DELANSON

Equal Opportunity Employer

MAYOR
GAYLE K. GIFFORD

BOARD OF TRUSTEES
JOSHUA D. O'CONNOR
GEORGE GRENIER

1797 MAIN STREET, P.O. BOX 235, DELANSON, NY 12053
TELEPHONE: (518) 895-2199 FAX: (518) 895-2100
WWW.DELANSON.NET

CLERK/TREASURER
NICOLE M. O'CONNOR

WATER COMMISSIONER
JEFFREY IVESON

VILLAGE OF DELANSON ORGANIZATIONAL MEETING AGENDA April 6th, 2020

1. PLEASE STAND FOR THE PLEDGE OF ALLEGIANCE

2. MEETING CALLED TO ORDER: P.M.

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

3. SWEARING IN OF NEWLY ELECTED OFFICIALS:

Gayle Gifford, Mayor	2017-2021
Joshua O'Connor, Trustee	2017-2021
Bucky Greiner, Trustee	2018-2022

4. MAYORAL APPOINTMENTS:

Joshua O'Connor, Deputy Mayor	2017-2021
Nicole O'Connor, Village Clerk/Treasurer	2019-2021
Jeff Iveson, Water Commissioner	2020-2021
Steve Micheli, Asst. Water Commissioner	2020-2021
Lydia Marola, Village Attorney	2019-2021
Darla Gullotta, Dog Control Officer	2020-2021
Mary McGlaughlin, Village Historian	2020-2021

5. PLANNING AND ZONING BOARD:

Dan Lindh, Chairman	2018-2021
James Hyde	2020-2023
Al Zubal	2018-2021
Roy Lotfield	2019-2022
VACANT	2020-2023

This institution is an equal opportunity provider, and employer. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

6. ZONING BOARD OF APPEALS:

Larry O'Connor, Chairman	2018-2021
George Martin	2018-2021
Daryl Risley	2020-2023
VACANT	2020-2023
VACANT	2018-2021

7. TRUSTEE APPOINTMENTS:

Nicole O'Connor, Registrar of Vital Statistics	2020-2021
Gayle Gifford, Deputy Registrar of Vital Statistics	2020-2021

8. 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
- C. Village Office hours are by appointment
- D. The 2020 Organizational Meeting is held on the first Monday in April – April 5, 2021
- 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. Jan. 2015)
- k. Water Supply Emergency Response Plan; Reminder to update
- l. Water Supply Vulnerability Assessment; Reminder to update personnel contact information
- M. Resolution 2020-04-1; Procurement Policy
- N. Resolution 2020-04-2; Deposit Frequency Policy
- O. Resolution 2020-04-3; Investment Policy
- P. Resolution 2020-04-4; Employee Policy & Procedures, Code of Ethics
- Q. Resolution 2020-04-5; FOIL Procedures
- R. Resolution 2020-04-6; Advance Approval of Claims
- S. Resolution 2020-04-7; Attendance at Schools and Conferences
- T. Resolution 2020-04-8; Mileage Allowance
- U. Resolution 2020-04-9; Village Trash Collection Policy
- V. Resolution 2020-04-10; Board of Elections to Conduct Village Elections

Role call vote:

MOTION TO ACCEPT GENERAL OPERATING PROCEDURES AS READ:

2ND:

9. MOTION TO ADJOURN:

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2nd:

ADJOURNMENT: P.M.

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