



VILLAGE OF DELANSON

MAYOR
GAYLE K. GIFFORD

BOARD OF TRUSTEES
JOSHUA D. O'CONNOR
GEORGE GRENIER

Equal Opportunity Employer

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

WATER COMMISSIONER
JEFFREY IVESON

CLERK/TREASURER
NICOLE O'CONNOR
DEPUTY CLERK
SHARLENE GRENIER

VILLAGE OF DELANSON ORGANIZATIONAL MEETING APPROVED MINUTES April 6th, 2026 at 6:30 PM

1. PLEASE STAND FOR THE PLEDGE OF ALLEGIANCE
2. MEETING CALLED TO ORDER: 6:32 pm

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

3. SWEARING IN OF NEWLY ELECTED OFFICIALS:

Gayle Gifford, Mayor	2025-2029
Joshua O'Connor, Trustee	2025-2029
Bucky Grenier, Trustee	2026-2030

4. MAYORAL APPOINTMENTS:

Joshua O'Connor, Deputy Mayor	2025-2029
Nicole O'Connor, Village Clerk/Treasurer	2025-2027
Sharlene Grenier, Village Deputy Clerk	2026-2027
Jeff Iveson, Water Commissioner	2026-2027
Nick Pigliavento, Asst Water Commissioner	2026-2027
Lydia Marola, Village Attorney	2025-2027
Darla Gullotta, Dog Control Officer	2026-2028
VACANT, Village Historian	2026-2027

5. PLANNING AND ZONING BOARD:

Dan Lindh, Chairman	2024-2027
James Hyde	2026-2029
Al Zupal - RESIGNED	2024-2027
Roy Lotfield	2025-2028
Dana Mesick	2024-2027

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	2024-2027
Casey LeClair	2026-2029
George Martin	2026-2029
Daryl Risley	2026-2029
Sharlene Grenier	2024-2027

7. TRUSTEE APPOINTMENTS:

Nicole O'Connor, Registrar of Vital Statistics	2026-2027
Sharlene Grenier, Deputy Registrar of Vital Statistics	2026-2027

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 at 7:00 PM, except for the months of October and November
- C. Village Office hours are by appointment
- D. The 2027 Organizational Meeting is held on the first Monday in April – April 5, 2027
- 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 Duanesburg
- 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 2026-04-1: Procurement Policy
- N. Resolution 2026-04-2: Deposit Frequency Policy
- O. Resolution 2026-04-3: Investment Policy
- P. Resolution 2026-04-4: Employee Policy & Procedures, Code of Ethics
- Q. Resolution 2026-04-5: FOIL Procedures
- R. Resolution 2026-04-6: Advance Approval of Claims
- S. Resolution 2026-04-7: Attendance at Schools and Conferences
- T. Resolution 2026-04-8: Mileage Allowance
- U. Resolution 2026-04-9: Village Trash Collection Policy
- V. Resolution 2026-04-10: Board of Elections to Conduct Village Elections

Role call vote:

Mayor Gifford - Aye
Trustee O'Connor - Aye
Trustee Grenier - Aye

All resolutions passed.

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

2ND: Trustee Grenier

9. MOTION TO ADJOURN: Trustee O'Connor

2nd: Mayor Gifford

ADJOURNMENT: 6:42 pm