

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE VILLAGE OF NORTH COLLINS BOARD OF TRUSTEES HELD ON MONDAY, APRIL 3rd, 2017 AT 4:30 PM IN THE VILLAGE HALL.**

**PRESENT:** Mayor Vincent George  
Trustee Karen Denne  
Attorney Richard Schaus  
Clerk Janet Hutchinson

Trustee Melvin Bley  
Trustee Kathleen Myers  
Trustee Corinne Leone

There was no election this year, so therefore no swearing in ceremony was held.

Mayor George presiding opened the meeting with the Pledge of Allegiance at 4:34 p.m.

Mayor George presented the following resolutions and his appointments for the Board's approval:

**Motion that the third Monday of each month be designated as the official meeting date for the Board of Trustees of the Village of North Collins, for the year beginning April 1, 2017 and that such Board meetings commence at 6:30 p.m.**

**Motion that the payment of the necessary membership dues and expenses for attendance (attendance to be limited to two Board members) at the meetings of the Erie County Village Officials' Association, the Erie County Association of Governments, N.E.S.T., and the Western New York Association of Villages be paid for from the proper funds.**

**Motion that membership in the New York State Conference of Mayors is approved and payment of expenses for attendance to any meeting of the Conference of Mayors is authorized for such Village Officials to attend.**

**Motion that the Board of Trustees authorizes the Treasurer of the Village of North Collins to deposit and invest in either Certificate of Deposit or Savings all monies of the Village not needed for immediate expenditures in accordance with Section II of the General Municipal Law.**

**Motion that payment of New York State Retirement costs for all full time and qualified part time Village employees be paid.**

**Motion that the Blue Cross and Blue Shield monthly insurance premiums be paid for full time and eligible retirees (caps apply to employees hired after 8/1999: \$800.00 full time family, \$450.00 full time single) be paid from the proper Village funds.**

**Motion that the Dunkirk Observer be designated as the official newspaper for the Village of North Collins and the Buffalo News as the secondary.**

**Motion that the premiums on the necessary bonds for the Village Officials are paid for from the proper funds.**

**Motion to accept terms of the current Procurement Policy and Harassment/Discrimination Policy on file.**

**Motion to authorize the Village Clerk to make payments in advance of audit of claims for public utility services, postage, freight/express charges and any invoice with a penalty due date 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 and Trustees.**

**Motion to authorize attendance at necessary courses to maintain current water licenses for all DPW employees.**

**Motion that Josephine Bellezza be appointed to serve as Deputy Village Clerk for one year beginning April 1, 2017.**

**Motion that Josephine Bellezza be appointed to serve as Deputy Registrar of Vital Statistics for one year beginning April 1, 2017.**

**Motion to pay 53.5 cents per mile as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties of the Village.**

**Motion that the Coordinator of Public Works, Police Supervisor, Fire Chief, and Code Enforcement Officer attends the following Village Board meetings: May, August, November, and February commencing April 1, 2017 for the ensuing one year.**

**Motion by Trustee Melvin Bley, seconded by Trustee Corinne Leone to accept and approve Mayor George's resolutions and appointments as presented. Carried.**

**Motion by Trustee Kathleen Myers, seconded by Trustee Karen Denne to adjourn the organizational meeting and it was adjourned at 4:39 p.m. Carried.**

**Respectfully submitted,**

**Janet Hutchinson, Village Clerk**

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