

MEETINGS TO DATE 1
NO. OF REGULARS: 1

**VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF DEPEW
APRIL 4, 2011 - REORGANIZATION**

ROLL CALL: Trustee Nolder
Trustee Pecora
Trustee Nikonowicz
Mayor Hoffman

Absent : Trustee Hammer

After Mayor Hoffman and Trustees Nikonowicz, Pecora and Nolder were sworn in by Village Justice Gordon Willis, Mayor Hoffman thanked the public for attending.

ORDER OF VOTING

Trustee Pecora, offered the following resolution and moved for its adoption:

The order of Roll Call Vote by the Honorable Board of Trustees will be as follows:

1. Trustee Hammer
2. Trustee Nolder
3. Trustee Pecora
4. Trustee Nikonowicz
5. Mayor Hoffman

The foregoing resolution was seconded by Trustee Nolder, and **CARRIED**.

SEATING ARRANGEMENT

Trustee Nikonowicz, offered the following resolution and moved for its adoption:

The seating arrangement is to be as follows, north to south:

Trustee Hammer
Trustee Nolder
Mayor Hoffman
Trustee Pecora
Trustee Nikonowicz

The foregoing resolution was seconded by Trustee Pecora, and **CARRIED**.

APPOINT DEPUTY MAYOR

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman, do hereby appoint Juliano Pecora, 38 Suffield Ave, Depew, NY 14043 to the position of Deputy Mayor, for the term of one year to expire at noon on the first Monday in April 2012, at no additional salary.

APPOINT VILLAGE ADMINISTRATOR

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman, do hereby appoint Elizabeth C. Melock, 314 Columbia Ave, Depew, to the position of Village Administrator, for a four year term to expire at noon on the first Monday in April 2015, at a salary of \$82,245 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

**VILLAGE OF DEPEW
APRIL 4, 2011**

APPOINT SECRETARY TO MAYOR

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Suzanne Podsiadlo, 32 Mona Ct. Depew, New York, for the position of Secretary to Mayor for the term of one year said term expiring on April 2, 2012 at a salary of \$32,815 per year.

The forgoing nomination was acted upon in the following manner by the Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT RECREATION DIRECTOR PT

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Teresa Fusani, 343 Canton St, Depew, New York, for the position of Recreation Director PT for the term of one year to expire at noon on Monday April 2, 2012, at a salary of \$20,125 per year.

The forgoing nomination was acted upon in the following manner by the Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT DEPUTY CLERK

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Carmi Poss, 320 Olmstead Ave. Depew, New York, for the position of Deputy Clerk for the term of one year to expire at noon on Monday April 2, 2012, at a salary of \$500 per year.

The forgoing nomination was acted upon in the following manner by the Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

DEPUTY VILLAGE REGISTRAR

Trustee Nikonowicz, offered the following resolution and moved for its adoption:

BE IT RESOLVED, that Pursuant to Section 4121 (3) of the Public Health Law, is hereby appointed Suzanne Podsiadlo, 32 Mona Ct. Depew, NY 14043 to the position of Deputy Registrar of Vital Statistics for a term of one (1) year, said term to expire at noon on Monday April 2, 2012, at a salary of \$500 per year.

The foregoing resolution was seconded by Trustee Pecora, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

**VILLAGE OF DEPEW
APRIL 4, 2011**

APPOINT VILLAGE ATTORNEY

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman, do hereby appoint Mark Aquino, 3 Sussex, Lancaster NY 14086, to the position of Village Attorney, for the term of one year to expire at noon on Monday April 2, 2012, at a salary of \$25,000 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT PROSECUTOR PT

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman, do hereby appoint John M. Dudziak, 8 Plum Creek Trail, Lancaster, NY 14086, to the position of Village Prosecutor – Part-Time, for the term of one year, said term to expire at noon on Monday April 2, 2012, at a salary of \$240.00 per session.

The forgoing nomination was acted upon in the following manner by the Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT CODE ENFORCEMENT OFFICER PT

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Michael Wozniak, 17 Katelyn Lane, Lancaster, NY 14086, to the position of Code Enforcement Officer Part-time for the term of one year, said term to expire at noon the first Monday in April 2012, at a salary of \$11,271 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT PLUMBING/SEWER INSPECTOR

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Dennis Osinski, 48 Round Trail West Seneca, NY 14218, to the position of Plumbing/Sewer Inspector Part-time for the term of one year, said term to expire at noon on Monday April 2, 2012, at a salary of \$10,991 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

VILLAGE OF DEPEW
APRIL 4, 2011

APPOINT EMERGENCY MANAGER

Pursuant to Section 4-400 of the Village Law, I, Mayor Steven Hoffman, do hereby appoint Michael D. Moskal 38 Rumford St, Depew, NY 14043, for the position of Emergency Manager at no salary, for a term of one year, said term to expire on Monday April 2, 2012.

The foregoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT DEPUTY EMERGENCY MANAGER

Pursuant to Section 4-400 of the Village Law, I, Mayor Steven Hoffman, do hereby appoint Timothy Michaels, 82 Arlington, Depew, NY 14043, for the position of Deputy Emergency Manager at no salary, for a term of one year, said term to expire on Monday April 2, 2012.

The foregoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT ACTING VILLAGE JUSTICE

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman do hereby appoint Timothy Dwan, 63 Lombardy St., Lancaster, NY 14086 to the position of Acting Village Justice for a term of one year, said term to expire at noon on Monday April 2, 2012, at a salary of \$6,000.00 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT PLANNING BOARD MEMBER

Pursuant to Section 4-400 of Village Law, I, Mayor Steven Hoffman do hereby appoint Audrey Hamernik, 87 Mary Lou Lane, Depew, NY 14043 to the Village Planning Board, said term to expire at noon on Monday April 4, 2016, at a salary of \$50 per meeting.

The foregoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

**VILLAGE OF DEPEW
APRIL 4, 2011**

APPOINTMENT TO THE ZONING BOARD OF APPEALS

I, Mayor Steven Hoffman, pursuant to Village Law 7-712 (8) hereby appoint Francis Latchford, 15 Sylvia Dr., Depew NY 14043, to the position of Member of the Zoning Board Appeals. Said term to expire at noon on Monday April 4, 2016, at a salary of \$16.00 per variance.

The foregoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

APPOINT COMMUNITY DEVELOPMENT DIRECTOR PT

Pursuant to Section 4-400 of Village Law, I Mayor Steven Hoffman, do hereby appoint Frank Caparaso, 61 Wyandotte St, Depew, NY 14043, to the position of Community Development Director Part-time for the term of one year, said term to expire at noon on Monday April 2, 2012, at a salary of \$2,600.00 per year.

The forgoing nomination was acted upon in the following manner by the Village Board of Trustees:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

ATTENDANCE AT ASSOCIATION MEETINGS

Trustee Nolder, offered the following resolution and moved for its adoption:

WHEREAS, there is to be held during the coming official year, various association meetings, and

WHEREAS, it is determined by the Board of Trustees, that attendance by certain municipal officials and employees at one or more of these meetings benefits the municipality, and

WHEREAS, Section 77-b of General Municipal Law provides for the attendance and reimbursement of claims upon prior approval by the Village Board,

NOW, THEREFORE BE IT RESOLVED, the following municipal officials and employees (or their designate) are hereby authorized to attend monthly County and Western New York Associations Meetings and/or seminars of which the Village is a bonafide dues paying members: Village Board, Administrator, Village Attorney, Deputy Clerk, Village Justice, Court Clerk, Clerk of Justice Court, Fire Marshall, Assistant Fire Chiefs, Emergency Manager, Deputy Emergency Manager, Police Chief, Supt. Of Public Works and Code Enforcement Officers, provided, written notice is given to the Village Board prior to the attendance at said meeting and noting whether or not a Village vehicle will be use.

BE IT FURTHER RESOLVED, that attendance at any conference is authorized in advance by Village Board resolution.

The foregoing resolution was seconded by Trustee Pecora and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

**VILLAGE OF DEPEW
APRIL 4, 2011**

ADVANCE APPROVAL OF CLAIMS

Trustee Pecora, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the Village Administrator is hereby authorized to make payment in advance of audit for claims for the following items: public utility services, postage, freight and express charges, payroll and charges for attendance at official meetings, seminars and conferences.

The foregoing resolution was seconded by Trustee Nikonowicz, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

ADOPT FIXED ASSET POLICY

Trustee Nikonowicz, offered the following resolution and moved for its adoption:

BE IT RESOLVED, that the written Fixed Asset Policy of the Village of Depew is hereby adopted for the Village and an official copy shall be kept on file in the office of the Village Administrator.

The foregoing resolution was seconded by Trustee Nolder, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

ADOPT INVESTMENT POLICY

Trustee Nolder, offered the following resolution and moved for its adoption:

WHEREAS, Section 39 of General Municipal law requires local governments to adopt a written investment policy on an annual basis; and

WHEREAS, the Village Administrator has compiled a written investment policy for the Village of Depew;

NOW, THEREFORE, BE IT RESOLVED, that said written investment policy is hereby adopted for the Village of Depew and an official copy shall be kept on file in the office of the Village Administrator.

The foregoing resolution was seconded by Trustee Pecora, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

**VILLAGE OF DEPEW
APRIL 4, 2011**

ADOPT PURCHASING POLICY

Trustee Pecora, offered the following resolution and moved for its adoption:

BE IT RESOLVED, that the written Purchasing Policy of the Village of Depew is hereby adopted for the Village and an official copy shall be kept on file in the office of the Village Administrator.

The foregoing resolution was seconded by Trustee Nikonowicz, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

COMMITTEES

Trustee Nikonowicz, offered the following resolution and moved for its adoption:

BE IT RESOLVED, upon recommendation of Mayor Hoffman the following Standing Committees for the official year 2011-2012, consisting of the following members of the Village Board are hereby appointed, the first named Chairman:

Finance, Purchasing & Insurance
Pecora, Nolder

Disaster Preparedness & Public Safety
Nikonowicz, Pecora

Zoning & Community Development
Nolder, Nikonowicz

Personnel
Nikonowicz, Nolder

Public Works & Solid Waste
Pecora, Nolder

Intermunicipal Co-operation
Hammer, Pecora

Recreation, Seniors & Veterans
Nolder, Hammer

Depew Business Liaisons
Nolder, Nikonowicz

The foregoing resolution was seconded by Trustee Pecora, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

VILLAGE OF DEPEW
APRIL 4, 2011

MILEAGE

Trustee Nolder, offered the following resolution and moved for its adoption:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles with prior approval from their department head while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees shall approve reimbursement to such officers and employees at the rate of .45 cents per mile.

The foregoing resolution was seconded by Trustee Nikonowicz, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

OFFICIAL DEPOSITORIES

Trustee Pecora, offered the following resolution and moved for its adoption:

BE IT RESOLVED, the following banks are hereby designated Official Depositories for the Village of Depew funds for a term of one year, said term to expire at noon on the first Monday in April 2012,

HSBC, Depew, New York
Bank of America, Depew, New York
Manufactures and Traders Trust, Lancaster, New York
J.P. Morgan Chase Bank, NA, Buffalo, New York
Key Bank, Depew, New York
Citizens Bank, Depew, New York

The foregoing resolution was seconded by Trustee Nikonowicz, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

OFFICIAL NEWSPAPER

Trustee Nikonowicz, offered the following resolution and moved for its adoption:

BE IT RESOLVED, that the Depew Bee is hereby designated as the Official Newspaper in and for the Village of Depew, New York for a term of one year, said term to expire at noon on Monday April 2, 2012.

The foregoing resolution was seconded by Trustee Nolder, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

VILLAGE OF DEPEW
APRIL 4, 2011

MEETING DATES

Trustee Pecora, offered the following resolution and moved for its adoption:

BE IT RESOLVED, Regular Meetings of the Village of Depew will be held on the Second and Fourth Monday of every month at 7:30 P.M. in the Council Chambers. For the months of July and August there will only be a meeting on the Fourth Monday each month at 7:30 PM in the Council Chambers.

The foregoing resolution was seconded by Trustee Nikonowicz, and **CARRIED**.

SPECIAL MEETINGS

Trustee Pecora, offered the following resolution and moved for its adoption:

BE IT RESOLVED, a special meeting may be called by the Mayor, or any two Trustees, by giving all members of the Board of Trustees twenty-four (24) hour notice and a Special Meeting may be waived of the twenty-four (24) hours notice, if all five (5) Board Members consent to such a waiver.

The foregoing resolution was seconded by Trustee Nolder, and **CARRIED**.

PUBLIC COMMENT RULES AND PROCEDURES

Trustee Nolder, offered the following resolution and moved for its adoption:

WHEREAS, members of the public may wish to address the Board during the Public Comment portions of a Village Board Meeting, and

WHEREAS, the Village Board wishes to maintain an orderly comment period giving all residents the ability to speak.

NOW, THEREFORE, BE IT RESOLVED, that a person present at a Village Board meeting, upon recognition by the Mayor or individual present in the Chair, may address the Board for a maximum period of five (5) minutes, with the Mayor or Chair having the ability to further restrict the time allotted to a person whose remarks are repetitive, are irrelevant, or are not germane to the matter under consideration by the Board, and

BE IT FURTHER RESOLVED, that the Mayor or Chair may, at their discretion, choose to defer comment to a later date or to provide a written response to the question or questions presented.

The foregoing resolution was seconded by Trustee Nikonowicz, and duly put to a roll call vote which resulted in the following:

Trustee Hammer – Absent
Trustee Nolder – Yes
Trustee Pecora – Yes
Trustee Nikonowicz – Yes
Mayor Hoffman – Yes

ADJOURNMENT –

Mayor Hoffman read a closing statement - he is committed to working with the Board and Department Heads as a public servant who is also an agent of change.

ON A MOTION BY Trustee Nikonowicz, seconded by Trustee Pecora, the meeting was adjourned at 8:00 pm in memory Trustee Linda Hammer's father, Adolf Wierchioch. The motion was **CARRIED**.

Respectfully submitted,

Elizabeth C. Melock
Village Administrator