ANNUAL ORGANIZATIONAL MEETING
APRIL 7, 2004

This meeting was held at the Firehouse, 175 Lyell Avenue.

CALL TO ORDER: 7:28 p.m.

BOARD MEMBERS PRESENT	**BOARD MEMBERS ABSENT**
Theodore E. Walker, Mayor	Theodore E. Rauber, Trustee
Steven T. Russell, Trustee	
Glenn C. Granger, Trustee	
Timothy M. Peer, Trustee	

OTHERS PRESENT

Alan R. Scheg, Village Administrator
Pamela J. Gilbert, Village Clerk
Thomas M. West, Superintendent of Public Works
John E. Linder, Superintendent of Electric
Richard J. Olson, Village Attorney

Roy McMaster, Fiscal Advisors & Marketing, Inc.
(Refer to Regular Village Board Minutes, this date, for complete list of attendees)

ANNUAL APPOINTMENTS

RESOLUTION NO 69 4/04

Introduced by Mayor Walker
Seconded by Trustee Peer

Resolved, that the following appointments be made for the official 2004/2005 year by Mayor Walker with approval of the Board of Trustees:

DEPUTY MAYOR	Trustee Theodore E. Rauber
VILLAGE ADMINISTRATOR	Alan R. Scheg
VILLAGE CLERK	Pamela J. Gilbert
VILLAGE TREASURER	Linda D. Harissis
DEPUTY CLERK	Glenda Marischen
ATTORNEY	Richard J. Olson
BANK DEPOSITORIES	HSBC
	M & T Bank
	Chase Manhattan Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

CHECK SIGNING AUTHORIZATION

RESOLUTION NO 70 4/04

Introduced by Mayor Walker
Seconded by Trustee Russell

Theodore E. Walker, Mayor	Linda D. Harissis, Village Treasurer
Theodore E. Rauber, Deputy Mayor	Alan R. Scheg, Administrator

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

COMMITTEE APPOINTMENTS

FACILITIES COMMITTEE (Electric, Water, Drainage, Franchises)	Trustee Russell, Chairman Mayor Walker Trustee Rauber Administrator Scheg Superintendent West Superintendent Linder Treasurer Harissis
SEWERS COMMITTEE	Trustee Rauber, Chairman Trustee Russell Trustee Granger Administrator Scheg Superintendent West Chief Operator Elliott
PUBLIC WORKS COMMITTEE (Highways/Public Services) {Parks, Refuse, Recycling}	Trustee Granger, Chairman Mayor Walker Administrator Scheg Clerk Gilbert Superintendent West
PLANNING/ZONING/BUILDING CONTROL (Code Review, Architectural Review)	Trustee Rauber, Chairman Trustee Peer Diana Powell-Keery, Chairman, Zoning Board of Appeals Robert Garlick, Chairman, Planning Board Administrator Scheg Clerk Gilbert
PUBLIC SAFETY COMMITTEE (Fire, Police)	Trustee Granger, Chairman Mayor Walker Administrator Scheg Clerk Gilbert Superintendent West
FINANCE COMMITTEE (includes Insurance)	Trustee Russell, Chairman Mayor Walker Trustee Peer Administrator Scheg Treasurer Harissis
ADMINISTRATION COMMITTEE	Mayor Walker, Chairman Trustee Granger Trustee Russell Administrator Scheg Superintendent West Superintendent Linder

ECONOMIC DEVELOPMENT COMMITTEE (includes Parking & Traffic)	Trustee Peer, Chairman Mayor Walker Trustee Rauber Administrator Scheg Clerk Gilbert
HUMAN RESOURCES/BENEFITS COMMITTEE	Trustee Granger, Chairman Mayor Walker Trustee Peer Administrator Scheg Clerk Gilbert Superintendent West Superintendent Linder

RESOLUTION NO 71 4/04

Introduced by Mayor Walker
Seconded by Trustee Russell

Resolved, that the Committee appointments for the Village's annual year 2004-2005 be accepted as read.

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

VILLAGE BOARD MEETINGS

Regular meetings of the Board of Trustees will be held on the first Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 7:00 P.M.

Workshop meetings of the Board of Trustees will held the second, third, fourth and fifth Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 4:30 P.M.

Alternate facility to accommodate disabled persons shall be the Spencerport Firehouse, 175 Lyell Avenue, Spencerport, New York.

PURCHASING POLICY

The Village of Spencerport Purchasing Policy will be reviewed on June 16, 2004.

ADVANCE APPROVAL OF CLAIMS

RESOLUTION NO 72 4/04

Introduced by Mayor Walker
Seconded by Trustee Peer

Whereas, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board, and

Whereas, all such claims shall be presented at the next regular meeting for audit, and

Whereas, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

Now Therefore Be It Resolved:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board 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 of Trustees.

Section 2: That this resolution shall take effect immediately.

Vote of the Board:	Steven T. Russell, Trustee	Aye
	Glenn C. Granger, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

ATTENDANCE AT SCHOOLS & CONFERENCES

RESOLUTION NO 73 4/04

Introduced by Mayor Walker
Seconded by Trustee Russell

Resolved, that the Village Board does hereby approve attendance at all schools and conferences for the Village fiscal year 2004-2005 that do not exceed $200 and one day in duration, provided such schools and conferences are included in the respective Department budget as so approved by the Village Board. Attendance at all schools and conferences must be acknowledged to the Village Board at a Regular meeting of the Village Board.

Vote of the Board:	Steven T. Russell, Trustee
	Glenn C. Granger, Trustee
	Timothy M. Peer, Trustee
	Theodore E. Walker, Mayor

ADJOURNMENT

Motion was made by Mayor Walker, seconded by Trustee Russell and carried unanimously that the Annual Organizational Meeting be adjourned at 7:33 p.m.