

MINUTES
For the
Village of Dryden
163rd Organizational Meeting
Held on Monday April 1st, 2019

Approved

MAYOR: Michael Murphy
TRUSTEES PRESENT: Debbie Fisher, Dan Wakeman, Jason Dickinson- arrived at 5:17 p.m., Clay Converse
SUPERVISORS PRESENT: Josh Tagliavento OIC
SUPERVISOR EXCUSED: Paul Sabin, Superintendent of Public Works
DEPUTY CLERK/TREASURER: Rotha Marsh, also recording Secretary

Mayor Michael Murphy opened the 163rd Organizational Board meeting at 5:10 p.m. The Pledge of Allegiance was recited.

Mayor Murphy appointed Deb Fisher as Deputy Mayor

ITEMS REQUIRING BOARD ACTION

Mayoral appointments:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.1
Approving the Mayoral Appointments

Resolved, that the Board of Trustees of the Village of Dryden, hereby approves the following Mayoral Appointments:

Clerk-Treasurer	Debra Marrotte
Deputy Clerk-Treasurer	Rotha Marsh
Village Attorney	Barney, Grossman, Dubow, & Troy, LLP
Village Engineer	MRB Group
Auditing Firm	Insero & Co. CPA's, LLP
Alternate Zoning Board Member	Adam Holic
Planning Board Member	Nick Kuzmik
Alternate Planning Board Member	David Bravo-Cullen
Village Historian	Elizabeth Gutchess

Designation of Depositories:

On a motion by Trustee Converse and seconded by Trustee Fisher the following was passed Vote Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.2
Designation of Depositories

Whereas, the Board of Trustees of the Village of Dryden has determined that Village Law 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies;

Now Therefore BE IT RESOLVED:

Section 1 That the Board of Trustees of the Village of Dryden does hereby designate the following institution as depository of all monies received by the Village Treasurer, Clerk and Receiver of Taxes.

Name of Institution: The First National Bank of Dryden

And be it further resolved, the Board of Trustees of the Village of Dryden hereby authorizes the following signers to the bank accounts.

Debra L. Marrotte
Deborah Fisher
Michael J. Murphy

Section 2 That this resolution shall take effect immediately

Designation of an Official Newspaper:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.3
Designation of an Official Newspaper

Resolved, that the Board of Trustees of the Village of Dryden hereby designates the Ithaca Journal as the official newspaper for 2019-2020.

Public Safety Committee Meetings:

On a motion by Trustee Converse and seconded by Trustee Wakeman the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.4
Public Safety Committee Meetings

Resolved, that the Public Safety Committee will meet on the 2nd Thursday, each month, at 7:00 a.m., at the Dryden Village Hall, 16 South Street, Dryden NY, 13053.

Public Works & Planning Committee Meetings:

On a motion by Trustee Fisher and seconded by Trustee Wakeman the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.5
Public Works & Planning Committee Meetings

Resolved, that the Public Works & Planning Committee will meet on the 2nd Tuesday, each month, at 7:00 a.m., at the Dryden Village Hall, 16 South Street, Dryden NY, 13053

Budget & Finance Committee Meetings:

On a motion by Trustee Fisher and seconded by Trustee Wakeman the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.6

Budget & Finance Committee Meetings

Resolved, that the Budget & Finance Committee will meet on the Tuesday, 1 day prior to regular Village Board Meeting, each month, at 1:30 p.m., at the Dryden Village Hall, 16 South Street, Dryden NY, 13053.

Personnel Committee Meetings:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.7 **Personnel Committee Meetings**

Resolved, that the Personnel Committee will meet as needed at the Dryden Village Hall, 16 South Street, Dryden NY, 13053.

Setting Dates and Time for the 2019-2020 Board of Trustees Meetings:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye

RESOLUTION NO. 4.1.8 **Setting Dates and Time for the 2019-2020** **Board of Trustees Meetings**

Resolved, that the official meetings of the Board of Trustees for the 2019-2020 Official Year will be held on the third Wednesday, each month, at 7:00 P.M., (Exceptions noted with **) as follows:

****April 11th, 2019**
May 15th, 2019
June 19th, 2019
July 17th, 2019
August 21st 2019
September 18th, 2019

October 16th, 2019
November 20th, 2019
December 18th, 2019
January 15th, 2020
February 19st, 2020
March 18th, 2020

Jason Dickinson arrived at 5:17 p.m.

Setting Next Organizational Meeting:

On a motion by Trustee Fisher and seconded by Trustee Converse the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.9 **Setting Next Organizational Meeting**

Resolved, that the Board of Trustees of the Village of Dryden hereby sets the date of the 164th Organizational Meeting of the Board of Trustees for Monday, April 6, 2020 at 6:00 p.m.

Adopting Rules of Procedure:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.10
Adopting Rules of Procedure

Resolved, that the Board of Trustees of the Village of Dryden hereby adopts the NYCOM Rules of Order as the rules of procedure for the conducting of the Village Board meetings for the 2019-2020 official year.

Policy/Plan Reviews:

On a motion by Trustee Fisher and seconded by Trustee Wakeman the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.11
Policy/Plan Reviews

Resolved, that the Board of Trustees of the Village of Dryden hereby have been provided the following:

Policy Manual, Procurement Policy and other policies and plans for the Village of Dryden:

- A. Policy Manual
- B. Procurement Policy
- C. Policies and Plans to review:
 - Emergency Management Plan and Resources including: Emergency Action Plan for Virgil Creek Flood Control Plan
 - Hazard Mitigation Plan
 - Cyber Security Notification Plan
 - Comprehensive Plan
 - Sewer Overflow Response Plan
 - Water Supply Emergency Plan
 - Sexual Harassment Policy
- D. Fee Schedule -

Advance Approval of Claims:

On a motion by Trustee Wakeman and seconded by Trustee Converse the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.12
Advance Approval of Claims

Whereas, the Board of Trustees of the Village of Dryden has determined to authorize payment in advance of audit the claims for utility services, postage, freight and express charges, non-criminal fingerprint transmittal to NYS DCJS 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 of the Village of Dryden authorizes payment in advance of audit the claims for utility services, postage, freight and express charges, non-criminal fingerprint transmittal, 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

Mileage Allowance:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.13

Mileage Allowance

Whereas, the Board of Trustees of the Village of Dryden has determined to pay a fixed rate of mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the 2019 rate of \$.58 cents per mile

Section 2. That this resolution shall take effect immediately

Attendance at Schools and Conferences:

On a motion by Trustee Fisher and seconded by Trustee Wakeman the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION NO. 4.1.14

Attendance at Schools and Conferences

Whereas, there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors Fall Training School for Fiscal Officers and Municipal Clerks; c) the Tompkins County Municipal Officer's Association meetings; d) the Central New York Clerk-Treasurer Association; e) the New York Rural Water Association Conferences and meetings; f) the New York State Association of City and Village Clerks; g) the New York State Association of Municipal Finance Officers; h) Government Finance Officers Association Conference and meetings; i) other related training seminars related to the Police Department, DPW & Clerk's Office, and

Whereas, it is determined by the Board of Trustees of the Village of Dryden that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are hereby authorized to attend the aforementioned schools not requiring overnight accommodations: Trustees, Mayor, Clerk-Treasurer, Deputy Clerk-Treasurer, Typist, Superintendent of Public Works and related personnel, Chief of Police, Police Lieutenant, Police Sergeant, Police Officers and related personnel, and Village Attorney;

Section 2. That this resolution shall take effect immediately

Review undertakings-Mayor Murphy made part of record

Adjourn Organizational Meeting:

On a motion by Trustee Wakeman and seconded by Trustee Fisher the following was passed Vote
Murphy- Aye, Fisher-Aye, Wakeman-Aye, Converse-Aye, Dickinson-Aye

RESOLUTION No. 4.1.15
Adjourn Organizational Meeting

Resolved, that the Village of Dryden, Board of Trustees hereby adjourns
this Organizational meeting at 5:23P.M.

