

MINUTES
For
Village of Dryden
Public Hearing and
166th Organizational Meeting followed by a
Board of Trustees meeting
To be held at 6:30p.m.

Call the 166th Organizational Meeting to order at 6:33 P.M.

Mayoral Appointment not requiring Board Approval:

Deputy Mayor: Deb Fisher

Mayoral Appointment requiring Board Approval: Clerk-Treasurer, Deputy Clerk-Treasurer, Village Attorney, Village Engineer, Auditing Firm, Planning Board Member, Alternate Planning Board Member, Alternate Zoning Board Member and Historian:

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

RESOLUTION NO. 4.4.1-2022

Approving the Mayoral Appointments

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

Board of Trustee	Deb Fisher, Dan Wakeman
Clerk-Treasurer	Rotha Marsh -hold over
Deputy Clerk-Treasurer	Allison Kjellander -Cantu -hold over
Village Attorney	Hancock Estabrook, LLP
Village Engineer	MRB Group
Auditing Firm	Insero & Co. CPA's, LLP
Planning Board Member	Tom Sinclair
Zoning Board Members	Joyce Day, Cory Giroux
Village Historian	Elisabeth Gutchess

Board Designations:

Depositories: First National Bank of Dryden

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

RESOLUTION NO. 04.4.2-2022

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 designates 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.

Rotha Marsh
Deborah Fisher
Michael J. Murphy

Section 2 that this resolution shall take effect immediately

Official Newspaper: Ithaca Journal

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

RESOLUTION NO. 04.4.3-2022
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 2022-2023.

Committee Assignments: Committees for 2022-2023:

The following committees and representatives were hereby set for the 2022-2023 Official Year:

Public Works- Mike Murphy & Dan Wakeman
Public Safety- Stephanie Mulinos & Jason Dickinson
Personnel- Mike Murphy & Debbie Fisher
Budget & Finance- Mike Murphy & Debbie Fisher
Liaison to Planning Board – Mike Murphy
Tree Committee- Paul Sabin, Caleb Bean, Dan Wakeman, Mary Kirkwyland,
David Cutter, Kevin Vorstadt, Jeanne Grace (Ithaca City Forester)
& Karen Moshier

Set days & time for Public Safety –Recommends 2nd Wednesday of each month at 7 a.m.:

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

RESOLUTION NO. 04.4.4-2022
Public Safety Committee Meetings

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

Public Works Committee Meetings – Recommends- 2nd Tuesday of each month at 7 a.m.:

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

RESOLUTION NO. 04.4.5-2022
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 – Recommends-3rd Tuesday of each month at 10:00 a.m.:

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

RESOLUTION NO. 04.4.6-2022
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-as needed:

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

RESOLUTION NO. 04.4.7-2022
Personnel Committee Meetings

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

Tree Committee- Two times a year

Board Meeting Schedule:

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

Set day and time of regular Board meetings for 2022-2023. Mayor recommends third Wednesday, each month, at 7:00 PM

RESOLUTION NO. 04.4.8-2022
Setting Dates and Time for the 2022-2023
Board of Trustees Meetings

Resolved, that the official meetings of the Board of Trustees for the 2022-2023 Official Year will be held on the third Wednesday, each month, at 7:00 P.M., (Exceptions noted with **) as follows:

April 20th, 2022
May 18th, 2022
June 15st, 2022
July 20th, 2022
August 17th, 2022
September 21th, 2022

October 19th, 2022
November 16th, 2022
December 21th, 2021
January 18th, 2022
February 15th, 2022
March 15th, 2022

Set the 167th Organizational Meeting for Monday April 3th, 2023, at 6:30 P.M. (first Monday in April):

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

RESOLUTION NO. 04.4.9-2022
Setting Next Organizational Meeting

Resolved, that the Board of Trustees of the Village of Dryden hereby sets the date of the 167th Organizational Meeting of the Board of Trustees for Monday, April 3, 2023 at 6:30 p.m.

Adopt NYCOM Rules of Order as rules of procedure for meetings:

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

RESOLUTION NO. 04.4.10-2022
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 2022-2023 official year.

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

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

RESOLUTION NO. 04.4.11-2022
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

Authorize payment of certain claims in advance of audit:

- A. Public utility services (gas, electricity, telephone, water and sewer)
- B. Postage
- C. Non- criminal fingerprint transmittal to NYS DCJS

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

RESOLUTION NO. 04.4.12-2022

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

Set mileage allowance for employee's use of personal vehicle for Village travel (Federal Allowance for 2022-2023 is \$.585 cents per mile):

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

RESOLUTION NO. 04.4-13-2022

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 2022 rate of \$.585 cents per mile

Authorize attendance at schools and conferences:

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

RESOLUTION NO. 04.4.14-2022
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 Official Undertakings and read into record position, title and amount.

Adjourn Organizational Meeting:

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

RESOLUTION No. 04.4.15-2022
Adjourn Organizational Meeting

Resolved, that the Village of Dryden, Board of Trustees hereby adjourns this Organizational meeting at 7:49 P.M.