

Village of Parish  
Board of Trustees  
Organizational Meeting @ 7:00 pm  
April 18, 2018

Meeting opened at: 7:00 PM with the Pledge of Allegiance.

Present: Mayor Perkins, Trustee Houghton, Trustee Cusson-LaRue, Trustee Murphy,  
Trustee Zender, and Village Clerk Stelmashuck

Excused: N/A

Also present: Doug Miller, Water Engineer; John Dunham, Councilor; Tom Bullard &  
Ken Scherrible, Camden Group; Jay Grasso, Grant Writer; Paul Baxter, TugHill Rep..

### Following Recommendations:

Deputy Mayor: Doug Houghton

Registrar of Vital Statistics: Kelly Reader

Clerk: Evelyn Stelmashuck

Deputy Clerk: None

Records Management Officer: Evelyn Stelmashuck

Treasurer: Kevin Dwyer

Marriage Officer: Evelyn Stelmashuck

Deputy Officer: (if Marriage Officer is unavailable) Kelly Reader

Building Inspector: George Bennett

Meeting Date/Time: 3rd Wednesday of the month @ 7:00 PM

Attorney: Robert Ventre

Mileage Rate: .54

Official Paper: Queen Central News

Village Bank: Pathfinder

Utility, Postage & shipping charges may be paid prior to auditing

Motion - Trustee Zender 2<sup>nd</sup> Trustee Houghton

Special Meeting Resolution

Motion – Trustee Houghton 2<sup>nd</sup> Trustee Murphy

POLICIES to Adopt:

Investment Policy - Read/review, sign

Motion to accept-Trustee Houghton 2<sup>nd</sup> Trustee Murphy

Procurement Policy - Read/review, sign

Motion to accept Trustee Houghton 2<sup>nd</sup> Trustee Murphy

Code of Ethics – distributed to each employee for review, discuss, sign

(Workplace violence prevention, sexual harassment prevention, municipal ethics, code of ethics)

Motion to accept Trustee Murphy 2<sup>nd</sup> Trustee Zender

Bio-Terror Prevention – Read/discuss, sign

Motion to accept Trustee Zender 2<sup>nd</sup> Trustee Houghton

Drug-Free Workplace – Read/discuss, sign

Motion to accept Trustee Zender 2<sup>nd</sup> Trustee Houghton

All employees must see Clerk to sign Oath Cards within 30 days of election.

Motion to accept all recommendations with pay salary:

Motion Trustee Houghton 2<sup>nd</sup> Trustee Zender

Adjourn 7:09 PM– Motion Trustee Houghton 2<sup>nd</sup> Trustee Zender