

Village of Parish
Board of Trustees
Organizational Meeting @ 5:45 pm
May 15, 2024

Meeting opened at: 5:45 pm

Present Mayor Murphy, Trustee Brown Excused _____

Trustee Lapira, Trustee Allardice
Trustee Youngman, Kevin Dwyer - Treasurer
Rosemary Eldred - Clerk | Following Recommendations:

Deputy Mayor Gordon Youngman Registrar of Vital Statistics Kelly Reader-Petit
Clerk Rosemary Eldred Village Historian M. Bridget Swartz
Treasurer Kevin Dwyer Records Management Officer Rosemary Eldred
Deputy Clerk Evelyn Stelmashuck Marriage Officer Evelyn Stelmashuck

CODES Inspector William Hammacher Emergency Coordinator Fire Chief
Assessor Denise Trudell Meeting Date/Time 3rd Wed at 6 PM
Attorney Steve Ganetis Mileage Rate .67/mile
Official Paper Queen Central News Official Banking Institution Pathfinder Bank
Approval for the above Items: Motion Trustee Youngman 2nd Trustee Lapira

Adoption of the following items:

Utility, Postage & Shipping charges may be paid prior to auditing- yes

Motion- Trustee Youngman 2nd Trustee Brown

Inter-Municipal Agreement-

Motion- Trustee Brown 2nd Trustee Allardice

Village Office Lease Agreement (between Village & Town)

Motion- Trustee Youngman 2nd Trustee Brown

Special Meetings – **Resolution for Notification of Special Meeting** as to the method of notification to Board members for emergency meetings in less than 72 hours is by email, phone, local postings sites, web pages & News Media if possible.

POLICIES TO ADOPT:

Procurement Policy- Read/ Review, sign; Motion to accept Trustee Youngman 2nd Trustee Allardice

Investment Policy- Read/Review, sign; Motion to accept Trustee Youngman 2nd Trustee Brown

Policies for: Bio-Terror Previous Protocols, Internet Policy, Workplace Violence, Drug

Free Workplace- read each/discuss, sign ; Motion to accept Trustee Brown 2nd Trustee Allardice

Conflict of Interest - Read/review, sign; Motion to Accept Trustee Lapira 2nd Trustee

Discrimination/Sexual Harassment Prevention Policy Read/Review Youngman

Motion to Accept Trustee Lapira 2nd Trustee Brown

Packets containing policies have been distributed to each employee for review. Please read/sign and keep available or return to Clerk for safe keeping. Knowledge of these policies are the responsibility of each employee. All employees must see Clerk to sign Oath Card within 30 days of election or appointment.

Adjournment - 5:54

motion to accept - Trustee Youngman 2nd - Trustee Brown

Respectfully Submitted Rosemary Eldred
Village Clerk