

ANNUAL MEETING OF APRIL 4, 2016

The Annual Meeting of the Village of Owego Mayor and Board of Trustees was held on Monday, April 4, 2016 at 7:00 pm in the board room of the DPW Annex, 20 Elm Street, Owego, New York, 13827. The following people were in attendance:

Mayor:	Steve May
Trustees:	Jenny Ceccherelli
	Earl Hartman
	Rob Manville
	Phoebe Morris
	Ed Morton
	Mike Phelps
Clerk-Treasurer:	Rod Marchewka
Village Attorney:	Robert McKertich
DPW Superintendent:	Jeff Soules
WWTP Superintendent:	Ron Horton
Police Chief:	Karen Vinti
Fire Chief:	Dan Gavin

Mayor May opened the annual meeting at 7:00 p.m.

Newly elected officials have been sworn in.

The first item of business of the annual meeting is the Village Clerk-Treasurer to read aloud the results of the Village election of March 18, 2014:

Mayor	(2 year term)	Steve May	464 votes
Clerk-Treasurer	(2 year term)	Rod Marchewka	483 votes
Trustee	1 st Ward (2 yr.)	Ed Morton	452 votes
Trustee	2 nd Ward (2 yr.)	Earl Hartman	456 votes
Trustee	3 rd Ward (2 yr.)	Mike Phelps	484 votes

Other election results:

Mayor	Kevin Millar	345 votes
1 st Ward	Richard VanHall	349 votes
2 nd Ward	Theresa Gosart	343 votes
3 rd Ward	Patrick Cartwright, Jr.	322 votes

Mayor May made the following mayoral appointments for the period 4/7/16 through 4/6/17.

Acting Village Justice.....	Lynn Craig
Village Court Clerk.....	Diane Gregory
Village Historian.....	Mary Kay Thomas

Deputy Clerk-Treasurer's.....Cynthia Motter, Kimberly Norton

Motion by Trustee Ceccherelli, seconded by Trustee Hartman, that the following be adopted: BE IT RESOLVED, that Chemung Canal Trust Bank be and is hereby designated as a receiver of monies deposited to the Sewer and General Funds, Community Block Grant and the Trust, Capitol, and Reserve accounts of the Village of Owego, as of April 4, 2016. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Phelps, and Mayor May voted aye. Trustee Morton abstained.

Motion Carried 6-0-1

Motion by Trustee Hartman, seconded by Trustee Ceccherelli, the following be adopted: BE IT RESOLVED, the first and third Monday of each month at 7:00 pm shall be designated as Village of Owego Board Meeting nights and time with the meeting being held in the board room of the DPW Annex, 20 Elm Street, Owego, NY for the coming year; and providing that if any regular meeting were to fall on a holiday, the meeting shall be held on the following evening, a Tuesday, at the same time and place. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morton, Trustee Morris, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Phelps, seconded by Trustee Ceccherelli, the following be adopted: BE IT RESOLVED, that the Tioga County Courier and Binghamton Press & Sun Bulletin be designated as official newspapers for required legal notices and publications of the Village of Owego. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by, Trustee Ceccherelli seconded by Trustee Manville, that the Town of Owego Clerk and the Deputy Town Clerk are appointed as Registrars of Vital Statistics for the Village of Owego. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Morton, seconded by Trustee Morris, that NOW, THEREFORE BE IT RESOLVED the annual estimate of the Village of Owego will be set at the next board meeting on April 18, 2016 at the DPW Annex, 20 Elm Street, Owego, New York, 13827. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Morris, seconded by Trustee Ceccherelli, that the Village personal mileage reimbursement rate will be the IRS Standard Mileage Rate. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Ceccherelli, seconded by Trustee Hartman, that the Finance/Insurance Commissioner and Clerk-Treasurer will review all insurance policies on all Village property and buildings, including flood insurance, verify current status and report status to the board at the second board meeting on Monday, May 16, 2016 at the DPW Annex, 20 Elm Street, Owego, New York, 13827. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Hartman, seconded by Trustee Morris, that the Planning Board Commissioner and the Clerk-Treasurer will review the Tioga County Hazard Mitigation Plan, Village of Owego section, Village of Owego Comprehensive Plan and Emergency Management Plan and report the state of each and need for revision, if needed, to the board at the first board meeting in May. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Phelps, seconded by Trustee Manville that the Grants Commissioner and the Clerk-Treasurer will review the status of all Village of Owego Grants and report the status of each to the board at the second board meeting in June. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Manville, seconded by Trustee Morris, that the Village of Owego Procurement Policy will be reviewed by the Finance Commission and the Clerk/Treasurer and recommendations for updates, if needed, be reported to the board at the second board meeting of April. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Morton, seconded by Trustee Manville, to have the Waste Water Treatment Plant (WWTP) Commissioner and the WWTP Supervisor review the WWTP rates and make recommendations to the board at the first board meeting in July of any needed increases, decreases or other billing changes needed to fund the operation and maintenance of the WWTP. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Notice of Monthly Village of Owego Board of Trustee's Meetings:

WHEREAS, the Village of Owego Board of Trustee holds regular meetings throughout the year on the first and third Mondays of each and every month at 7:00 p.m. unless the same is on a holiday, and

WHEREAS, Section 99 of the Public Officer Law requires that the time and place of all board meetings be conspicuously posted in one or more designated public locations at least seventy-two (72) hours before such meetings. Village will post meeting notices on Village website and Village signboards at 178 Main Street and 20 Elm Street.

NOW THEREFORE BE IT RESOLVED, that a list of the dates and times of all Village of Owego Board of Trustees meetings for the fiscal year 2016-2017 be held at the board room of the DPW Annex, 20 Elm Street, Owego, New York.

LEGAL NOTICE

The Village of Owego Board of Trustees meeting dates beginning with the Annual Meeting on April 4, 2016 through March 20, 2017 will be scheduled on the first and third Monday of each month at 7:00 pm as listed below unless otherwise noted by an asterisk for the Tuesday meetings. Meetings are held in the board room of the DPW Annex, 20 Elm Street, Owego, New York.

April	04	2016
April	18	2016
May	02	2016
May	16	2016
June	06	2016
June	20	2016
*July	05	2016 (July 4 th)
July	18	2016
August	01	2016
August	15	2016
* September	06	2016 (Labor Day)
September	19	2016
October	03	2016
October	17	2016
November	07	2016
November	21	2016
December	05	2016
December	19	2016
* January	03	2017 (New Year's)
* January	17	2017 (Martin Luther King Day)
February	06	2017
* February	21	2017 (Presidents' Day)
March	06	2017
March	20	2017

Rodney M. Marchewka
Village of Owego
Clerk-Treasurer

Dated: April 4, 2016

As Mayor of the Village of Owego I, Steve May, am making the following appointments for terms effective April 4, 2016 through April 3, 2017.

TRUSTEE COMMISSIONERSHIPS

Mayor May offered appointments to the trustees:

Trustee Ceccherelli – Grants, DPW

Trustee Hartman – Deputy Mayor, Planning, Zoning, and OHPC

Trustee Manville – OPD, Sewer

Trustee Morton – Finance, Insurance, Grants

Trustee Morris

Trustee Phelps – Fire, EMS

All trustees accepted their commissionerships assigned by Mayor May.

PERSONNEL POLICY

Motion by Trustee Morris, seconded by Trustee Morton, that Personnel matters, including new hire interviews, will be handled by a personnel committee consisting of: (1) the Personnel Commissioners which consist of Trustee Hartman, Trustee Morton, and Mayor May, (2) the affected Department Commissioner, and (3) the Department Head. Personnel actions recommended by the Committee will be reviewed by the Mayor and brought to the Village Board of Trustees. This policy includes full and part time hires. Mayor May appoints to the Personnel Committee. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

Motion by Trustee Ceccherelli, seconded by Trustee Hartman, to adopt the following resolution: WHEREAS, the Code of the Village of Owego does not establish procedural rules for conduct of meetings of the Board of Trustees of the Village of Owego; and

WHEREAS, N.Y. Village Law §4-412 gives the Board of Trustees of the Village of Owego the statutory authority to “determine the rules of its procedure”; and NOW, THEREFORE, BE IT RESOLVED that, the Board of Trustees of the Village of Owego adopts the document entitled “NYCOM Meeting Procedures Pg 5.5 – 5.9” as the rules of our procedure for the official year beginning this date. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 7-0

