

Village of Fleischmanns
Board Meeting
January 23, 2012

The Village of Fleischmanns Board of Trustees held their regular Village Board meeting on Monday, January 23, 2012 at the Skene Memorial Library at 6:00 p.m. Present were: Deputy Mayor Todd Pascarella, Harriet L. Grossman, Fred Woller and Benjamin Fenton. Mayor David Morell was absent.

Mark Project/Peggy Ellsworth

Peggy advised everyone that the Fleischmanns Main Street Program was moving along nicely and the Village would be seeing a lot of construction this spring. Peggy is also looking into getting the parking lot surveyed since it is part of the street scape and the heart of the Village. The Sidewalk Contract has been sent in & we should be able to put the sidewalks out to bid in the spring; that's part of the Smart Growth Program. That was solely changed into sidewalks since sidewalks are usually the hardest money to come by & this was an opportunity to get the funds to do that. There is also a complimentary Delaware County Main Street Program based on flood relief that the Governor released to the County level which is also for Main Street Revitalization Projects. It is an expanded district because it is based on flood relief damaged properties due to flood commercial mixed use. They are using the same kind of guidelines as the Main Street Program, but running a little differently than ours, but they can certainly run in conjunction with each other and Mark has been encouraging that to happen. Mark has also launched a Small Business Development Fund which is \$5,000.00 grants for businesses affected by the flood. We also have a Small Business Development Fund to help with businesses' lost inventory, reduction of business during the flood months, etc. These are reviewed on a competitive basis monthly until funds are expended & from that same share of funding that we received we'll be putting out a larger grant & owner equity business fund which would be likely be a \$25,000.00 grant with a \$5,000.00 owner matched requirement which could also be had through our business revolving loan fund. So if an owner of a business does not have \$5,000.00 they can go to Mark's loan program to use it as their equity because it is getting paid back. Peggy also advised that there may be some other funds coming out from the State & County. There were some more funds injected into New York State for disaster affected counties due to the origin of these funds, in order to keep the administrated component at a minimum on the state level, they will probably distribute through the counties. Contact has already been made by Todd Pascarella with the DPW Commissioner, Wayne Reynolds & the Village needs also to contact Kent Manuel of the Delaware County Planning Board. Peggy explained that they were looking at three components; housing, economic development, and public structure. Peggy advised that Mark also received funds from Homes & Community Renewal for rental rehab to fix rental apartment units in mixed use or commercial buildings. That being said & considering dialog out in the community, the Mark Project Board has started to discuss a potential lease for the movie theatre with Mark Project. This rental rehab cannot go to municipal buildings, but if we were to lease the building with the Village we could start to think about putting some rental rehab money into the upstairs of that facility & also slow down the panic need to sell & put some money in place to plan for the future of the theatre. Peggy would like the Board to consider this being some thing the Board might be interested in discussing. The Mark Board has advised Peggy to go ahead & start the dialogue.

The Board also discussed the condition of the roof at the movie theater which is in need of repair.

Benjamin Fenton & Harriet L. Grossman will coordinate with the Mark Project Board as to the proposed leasing of the movie theatre.

Code Enforcement/Village Concerns

Carl Patrick Davis advised the Village Board that he should have his annual report to the Village next month. Mr. Davis advised he was going to discuss debris in the Village from Hurricane Irene, junk yard disasters from Hurricane Irene, the theatre located on Main St. and the bridge on Bridge Street connecting Wagner Ave. with Main Street. The theatre is basically the responsibility of the Village Board. The issue of the Bridge Street Bridge has been discussed with Wayne Reynolds, Delaware County Commissioner of DPW. CEO Davis reminded everyone that notification to DEC as to spill reports were

only for emergencies and legitimate issues that must be substantiated and proved. As for junk yards, the CEO had a conversation with Craig Westerfeld of Main St. Auto about a month ago & was advised that Mr. Westerfeld is not going to pursue a junk yard permit any longer at that location. Craig was issued a junk yard permit & as long as he paid the Village & the State for his permits, there really wasn't a whole lot that could be done about it except fire inspections. He has dropped his permit & is not going to pursue it any longer. After the flood Mr. Westerfeld spent his own money & took the building down & got rid of it. He pretty much spent all his money on that, but would need until June 1, 2012 to do work in the spring. It would take approximately a month to get the vehicles out, get the fences out, get it graded back off & then put it up for sale. It has the white apartment on it & he wants to sell it as such.

Pat Davis advised the Board that he was diligently working on the other junk yard issues which will be taken care of.

Most of the debris has been removed from the Village. There are a couple of areas that have debris; a house on the corner of Depot St. & Wagner Ave. Mr. Mendlovic, the owner, has removed most of the debris in the front yard & the remainder will be cleaned up in the spring.

Mr. Davis said he received 3 complaints from Mrs. Szerko as to the Brecher House, Fadi Halwani & Allison Spillman properties. The property with the 3 unregistered vehicles got a property maintenance code violation & must have them cleaned out by April 1, 2012. The one for Spillman; one unregistered vehicle and 4 tires which the building code allows, but the Village's junk yard ordinance law doesn't. Village Attorney, John Fairbairn was advised of the issue. As to trash at the white house, Mr. Davis issued a violation and they were told to have it cleaned up by April 1, 2012.

Mr. Davis had a list of flood violations. The log cabin on Depot Street owned by Larisa Guselnikova has been issued a ticket about two (2) weeks ago & they will have the roof repaired by March 6, 2012; when it's repaired, the unsafe posting will be removed. CEO has been putting together information for the County for grants and also made up a listing of parcels that lost all or some of their buildings in the flood which he will supply to Fleischmanns. The public will be notified this week of what the grants are & a public hearing will held Feb. 2nd.

Delaware Operations/John Brust

John Brust advised he had had a conversation with Graden Dutcher the other day. Delaware County Soil & Water Conservation is going to work with Wayne Reynolds. The thought is that they are going to put up a temporary wall on Mill Street to try & protect it from the spring floods. To back that up they will take EWP money & combine that with some other grant money we have discussed in the past and they will put out an RFP to get some firm with expertise in flood management to look at the Village in its entirety and see what can be done. After that, Soil and Water Conservation wants to work with DPW funds to help fund some of the mitigation projects that need to be done. This is really good for the Village because Fleischmanns would not have a share in that. John Brust advised he would like to see someone come in who has experience doing flood management programs.

Further discussion was held as to EWP projects; Mill Street, the Ball Park, etc.

Delaware Operations/Lou Dibble

Purchase Orders

Motion made by Todd Pascarella to approve the following purchase orders for the WWTP: RITEC, Siemens Sitrans Probe LU 7ML5221-2BA11, total cost of request \$924.00 plus shipping, reason for purchase: if level sensors go bad it may not be able to run the plant safely, levels would be checked by eye 24 hours a day; USA Blue Book, BW Gas Alert Max XTII, gas regulator, replacement for obsolete gas regulator at facility, total cost of request \$108.00 plus shipping, reason for purchase: technology of gas detection changes about every 5 years. At that time, parts become obsolete and the regulator unusable after that time; Anchor Scientific Inc., control floats for tank systems at plant and pump station, total cost of request \$211.00 plus shipping, reason for purchase: floats can be used in any of our tanks throughout our system. Need to have on

hand to replace spare parts used during system failures; Corsair Pump Co., sample pumps to feed turbidimeters and chlorine analyzer, pumps GRI 15950-001X112-T08, one at \$675.00, Bellows Replacement Kit, 02501-255, one at \$50.00, Poppet Valve Replacement Kit, 02500-605, one at \$25.00, total cost of request \$750.00 plus shipping, reason for purchase: We have run out of stock of pumps and spare parts for our on site sample pumps. Slack Chemical, chlorine bleach, 55 gal. drums, 110 gal. at \$2.55/gal, total cost of request \$281.00, reason for purchase: chemicals used in the treatment process; Excelsior Blower systems, Belts for Blower Units, 5VX750 – V Belts, 4 @ \$36.59, BX54-V Belts, 2 @ \$16.34, total cost of request \$179.04 plus shipping, reason for purchase: belts are good for about one to two years.
 Motion made by Todd Pascarella to approve the above purchase orders. Motion seconded by Fred Woller. Todd Pascarella-Aye. Fred Woller-Aye. Harriet L. Grossman-Aye. David Morell-Absent.

Monthly Report/Delaware Operations

At this time the WWTP is running through most of the month at a reduced rate of flow and discharges effluent flow from the facility almost every day of the week. Operators continue to monitor the pump station and the collection system on a daily basis. Lou Dibble has been in touch with Patrick Davis, CEO, & believes there are four (4) properties left that are not connected, and Delaware Operations is working on that list & we will be talking to Patrick Davis in the spring. Mr. Dibble advised that those who are not connected to the sewer are: 868 Main Street, 27 Ellsworth Avenue, the Verizon building at 138 Wagner Ave., and 102 Depot Street and the Stephanis property at 124 Ellsworth Avenue.

Bridge Street/Bridge

The following letter addressed to Mayor Dave Morell from Anita Rubin dated January 23, 2012 was read aloud:

Please find enclosed the copy of the petition sent today to:
 Commissioner Wayne D. Reynolds
 Director of Public Works Delaware County
 Delhi, NY 13753

Please share this correspondence and signed petition of 590 signatures with the Village Board Members.

The petition indicates that there is overwhelming support from the Fleischmanns community and the surrounding townships of the importance of the ‘bridge’ on Bridge Street.

Please do all you can to ensure ‘the bridge’ be completely restored to a vehicular and pedestrian bridge

Thank you for your attention to this matter.

January 23, 2012
 Wayne D. Reynolds
 Commissioner
 Director of Public Works Delaware County
 POB 311
 Delhi, NY 13753

Dear Commissioner Reynolds:

Thank you for your letter of response dated December 21, 2011. Although I understand the reasons stated, I respectfully disagree about the value of the bridge on Bridge Street in Fleischmanns, NY to the community.

Please find enclosed a petition which has been signed by 590 people who have put pen to paper demonstrating their opinion that the ‘bridge’ on Bridge Street in Fleischmanns is important to the Village of Fleischmanns as well as the greater community. The signatures on this petition represent residents of the Village as well as people from the surrounding villages and towns in Delaware, Ulster and Green Counties. What all the signatures have in common is that they want to see the ‘bridge’ on Bridge Street restored to its full function as a vehicular and pedestrian bridge.

The 590 people who have endorsed this petition either:

Live in Fleischmanns

Work in the Village

Visit family and friends

Vacation in the area

Stay in the motels and lodges

Come to Fleischmanns to use and visit the:

Skene Memorial Library

Museum of Memories

Fleischmanns Public Swimming Pool

The Ball Field –(baseball – soccer – basketball – (to be restored)

Play tennis – (to be restored)

Bring children to the playground (to be restored)

Play tennis – (to be restored)

Bring children to the playground (to be restored)

Attend the United Methodist Church of Fleischmanns

Attend Congregation Bnai Israel

Visit antique shops and make purchases in the stores

Purchase gasoline

Purchase food

Bank

Use the services of the United States Post Office

Dine in the restaurants

The *'bridge'* ties the Village of Fleischmanns together. Without it we are a one-way in and one-way out town. The *'bridge,'* located in the middle of our Village, connects and ties our major streets (east-west routes) of Main Street and Wagner Avenue together. The *'bridge'* brings people to and from Main Street to a prominent part of our Village – its historic district on Wagner Avenue, congregation Bnai Israel, the ball field, tennis courts, children's play and the public swimming pool.

Restoring the *'bridge'* is an important component in helping Fleischmanns recover from the physical and economic disaster that befell it/us caused by the floods of Hurricane Irene.

We are working very hard to restore our community and need your help. Commissioner Reynolds, please do not abandon us. We are appealing to you and to Delaware County to help us reconstruct the *'bridge'* on Bridge Street as a full vehicular and pedestrian bridge.

Thank you for your kind consideration.

Anita Rubin

Cc: Mayor Dave Morell and Fleischmanns Village Board Members

The Petition submitted containing 590 names read as follows:

PETITION FOR FULL RESTORATION OF THE BRIDGE STREET BRIDGE,
FLEISCHMANN'S, NEW YORK 12430:

WE THE UNDERSIGNED PETITION DELAWARE COUNTY, DEPARTMENT OF PUBLIC WORKS TO RESTORE THE BRIDGE LOCATED ON BRIDGE STREET IN FLEISCHMANN'S, NY TO A FULL SERVICE BRIDGE SUITABLE FOR VEHICULAR AND PEDESTRIAN TRAFFIC.
WE DO UNDERSTAND THAT THE COUNTY IS UNDER FINANCIAL PRESSURES. HOWEVER:

The loss of the use of this bridge has greatly diminished our Village. Located between the east and west entrances to our Village, it is 'the' vital center connection between our historic district of beautiful Victorian homes, the Fleischmanns Public Swimming Pool and Ball Field to the core business district on Main Street. The

Re: Requesting your approval and endorsement of the proposed 2012 Fleischmanns Memorial Day Street Fair – Saturday May 26, 2012.

The Village of Fleischmanns has always honored Memorial Day, weekend as special reminder of those who gave the ultimate sacrifice. Like in years past it is a three day weekend chock full of activity. For Fleischmanns, it also means our official “kick off” of the summer season here in the High Catskills.

Saturday May 26, 2012 is the planned date of the Street Fair on Main Street. We will look to involve all Village community groups i.e. Skene Memorial Library, Museum of Memories, Fleischmanns Fire Department, Fleischmanns First, Mountain Athletic Club and the Fleischmanns Community Church.

As it was in 2010 & 2011, we are requesting permission to close Main Street for vehicular traffic from the Post Office parking lot through to Bridge Street from 7 a.m. to 4p.m. The actual street fair would be advertised to run from 9:30 a.m. to 3:30 P.M. and allow sufficient time for vendor set-ups and take-downs and any residue cleanup needed. This request would include the use of the Village parking lots located behind the gazebo and the Library.

Normal Saturday Main Street traffic can be successfully routed by diverting traffic to use Upper Wagner Avenue to either Depot or Main Streets. As in previous years, we will make all efforts to notify the residents living in the closed zone, mail services, emergency services, State Police and bus company(s) of this temporary closure along with rerouting directions and the use of street barricades and signage.

Four important issues that we ask the Village consent are:

1. Your endorsement and permission for Main Street closure from 7 a.m. to 4 p.m. Saturday May 26, 2012
2. That the Street Fair be insured under the Village’s insurance umbrella and viewed as a Village sanctioned event.
3. That a Village representative or Constable be in uniform and be on site for the entire day of the street fair to sort out any unruly behavior or vet out an emergency situation should one occur.
4. Access to the Village garbage bin to dispose of all cleanup material following the Street Fair event.

In anticipation of the Board’s approval, we have begun to solicit potential street vendors. As in last year’s efforts to defray some of the operating and advertising expenses, we are charging a minimum fee of \$40.00 for assigned spaces and a \$10.00 fee for nonprofit organizations.

We are still in the early planning phase. In addition to the wide assortment of street vendors, there will be an active encouragement of local food services, as well as, food vendors. There will be street entertainment, carriage rides and hopefully some children’s activities taking place throughout the day.

We hope that this general outline meets with your approval(s).

Should you have additional questions/concerns, now or later, please advise, so we can take the appropriate action and address.

Thank you for your consideration.

Motion made by Benjamin Fenton to approve three of the above requests relating to Memorial Day, except having a Village representative or Constable in uniform. And, that Robert Alverson is advised to contact the Fire Police. Motion seconded by Fred Woller. Benjamin Fenton-Aye. Fred Woller-Aye. Todd Pascarella-Aye. Harriet L. Grossman-Aye. Motion so carried.

**Resolution/Authorizing Transfer of
Funds from Well Fund Account to
General Fund**

At the Regular Village Board Meeting
Of the Board of Trustees of the
Village of Fleischmanns, New York
Held at the Skene Memorial Library
On Monday, January 23, 2012 and

Upon motion made by Harriet L. Grossman and seconded by Todd Pascarella, the following resolution was duly adopted:

Whereas, the Village of Fleischmanns (the "Village") was significantly affected by flooding caused by Hurricane Irene; and

Whereas, the Village's General fund is very low as the Village is still waiting for insurance recovery claims to be approved and funded and the Village is awaiting FEMA assistance which is likely to take several additional months, and

Whereas, the Village has additional cash reserves of \$47,315.25 from the Well Fund certificate of deposit; and

Whereas, the Water Department has earned \$14,184.00 that may be paid into the General Fund at any time,

Now, Therefore, Be It Resolved, by the Board of Trustees of the Village of Fleischmanns, in regular session duly convened, as follows:

1. The Board of Trustees of the Village of Fleischmanns (the "Board") hereby approves the transfer of the Well Fund CD in the amount of \$47,315.25 into the General Fund and such monies are to be used for general Village purposes;
2. The Board also hereby approves of the transfer of \$14,184.00 from the Water Department into the General Fund.
3. It is the specific hope and intention of the Board to re-constitute the Well Fund reserve if the Village is able to after the insurance claims are paid and FEMA along with any potential state aid is received.
4. The Village Treasurer and Village Mayor are authorized to perform all actions necessary to facilitate these transfers effective January 20, 2012.

Lorraine DeMarfio, Village Clerk
Village of Fleischmanns

Dated: January 23, 2012

State of New York)
)ss:
County of Delaware)

I, Lorraine DeMarfio, Village Clerk of the Village of Fleischmanns, New York do hereby certify that the following is a true & correct transcript of a resolution adopted by the Board of Trustees of the Village of Fleischmanns, New York on January 23, 2012 and the whole thereof.

Lorraine DeMarfio, Village Clerk
Village of Fleischmanns

Motion made by Harriet L. Grossman to adopt the above resolution. Motion seconded by Todd Pascarella. Harriet L. Grossman-Aye. Todd Pascarella-Aye. Fred Woller-Aye. Benjamin Fenton-Aye. Mayor David Morell-Absent. Motion so carried.

**Resolution/Procurement and Purchase
Order Policy**

At the Regular Village Board Meeting
Of the Board of Trustees of the
Village of Fleischmanns, New York
Held at the Skene Memorial Library
On Monday, January 23, 2012 and

Upon motion made by Todd Pascarella and seconded by Fred Woller, the following resolution was duly adopted:

Whereas, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt policies and procedures governing all procurement of goods and services which are not required by law to publicly bid, and

Now, Therefore, Be It Resolved, by the Board of Trustees of the Village of Fleischmanns, in a regular session duly convened that the Village of Fleischmanns, does hereby adopt the following procurement and purchase order policy which is intended to apply to all goods and services which are not required buy law to be publicly bid and to void and nullify any previous policy in the Village.

PROCUREMENT POLICY FOR THE VILLAGE OF FLEISCHMANNS

1. General Guidelines.
 - a. Every prospective purchase of goods to be made must be initially reviewed to determine whether it is a purchase contract or a public works contract. Once that determination is made, a good faith effort will be made to determine whether it is known or can reasonably be expected that the aggregate amount to be spent on the item of supply or service is not subject to competitive bidding, taking into account past purchases and the aggregate amount to be spent in a year.
 - b. The following items are not subject to competitive bidding pursuant to section 103 of the General Municipal Law: purchase contracts under \$10,000.00 and public works contracts under \$20,000.00; emergency purchases; certain municipal hospital purchases; goods purchased from agencies for the blind or severely handicapped; goods purchased from correctional institution; purchases under state and county contracts and surplus and second-hand purchases from another entity.
 - c. The decision that a purchase is not subject to competitive bidding will be documented in writing by the individual making the purchase. This document may include written or verbal quotes from vendors, a memo from the purchaser indicating how the decision was arrived at, a copy of the contract indicating the source which makes the item or service exempt, a memo from the purchaser detailing the circumstances which led to an emergency purchase or any other written documentation that is appropriate.
 - d. The following Village officials and agents shall be permitted to make purchases as outlined the this procurement policy:
 - i. Mayor, Deputy Mayor, Water Superintendent, Department of Public Works employees; and
 - ii. These shall be the only individuals permitted to make such purchases unless this policy is amended in writing.
2. All goods and services not subject to competitive bidding will be secured by use of written requests for proposals (RFPs), written quotations or any other method that assures that goods will be purchased at the lowest price and that favoritism will be avoided.
3. Specific Methods.
 - i. Whether substantial formal education or training is a necessary prerequisite to the performance of the services; and
 - ii. Whether the services require a personal relationship between the individual and municipal officials.

Professional and technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an

engineer or architect engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or artwork; management of municipally owned property; and computer software or programming services for customized programs or services involved in substantial modification and customizing of pre-packaged software.

a) Emergency purchases pursuant to section 103(40) of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately, and, delay in order to seek alternate proposals may threaten life, health, safety or welfare of the residents. This section does not preclude alternate proposals if time permits.

b) Purchases of surplus and second-hand goods from any source. If alternate proposals are required, the Village is precluded from purchasing surplus and second-hand goods at auctions or through specific advertised sources where the best prices are usually contained. It is also difficult to try to compare prices of used goods and a lower price may indicate an older product or product in inferior condition.

4. No portion of this resolution shall be construed as preventing the competitive bidding of purchase contracts under \$10,000.00 or public works projects under \$20,000.00, if so desired.

PURCHASE ORDERS

5. Purchase Order is defined as a required form, available from the Village Clerk, which requires sufficient specificity as to define the item to be purchased (with model and/or other identifying information, where available), the vendor from whom the item is to be purchased. Consent, when required, acknowledged by his/her signature on such Purchase Order.

6. Purchase Orders have different requirements depending on the cost of the item to be purchased, as set forth below:

a) Up to \$249.99 ---no prior approval is necessary, but Purchase Order must be provided to the Village Clerk no more than two (2) business days after purchase;

b) Between \$250.00--\$999.99—prior approval from the Mayor, or the Deputy Mayor if the Mayor is unavailable; and

c) Above \$1,000.00---prior approval by a majority of a quorum of the Board of Trustees.

7. Nothing contained inn this provision regarding Purchase Orders shall prevent Village personnel from purchasing necessary goods in case of an emergency.

8. This policy shall be reviewed annually by the Board of Trustees at its organizational meeting or as soon thereafter as reasonable practicable.

9. This Resolution shall take effect immediately.

a) The following method of purchase will be used when required by this policy in order to achieve the highest savings:

PURCHASE CONTRACT

ESTIMATED AMOUNT

Up to \$1,000.00

\$1,000.00 to \$3,000.00

METHOD

Discretion of Purchaser

Oral request for the goods and oral/

Fax quotes from two (2) vendors

PUBLIC WORKS CONTRACT

ESTIMATED AMOUNT

Up to \$3,000.00

\$3,000.00 to \$10,000.00

\$10,000.00 to \$20,000.00

METHOD

Discretion of Purchaser

Written RFP and written/fax proposals

From two (2) contractors

Written RFP and written/fax proposals

From three (3) contractors

- b) Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.
 - c) A good faith effort shall be made to obtain the required number of proposals or quotations. If the purchaser is unable to obtain the required number of proposals or quotations, the purchaser will document the attempt made at obtaining the proposals. In no event shall the failure to obtain the proposals be a bar to procurement.
 - d) All information gathered in complying with the procedures of this policy shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.
4. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the purchaser prepares a written justification providing reasons why it is in the best interest of the Village and its taxpayers to make an award to other than the low proposer. If the proposer is not deemed responsible, facts supporting that judgment shall also be documented and filed with the records supporting the procurement.
 5. Pursuant to General Municipal Law Sec. 104 b (2)(f), the solicitation of alternative proposals or quotations will not be required in the best interest of the municipality in the following circumstances where proper qualifications are not necessarily found in the individual or company that offers the lowest price and the nature of these services are such that they do not readily lend themselves to competitive procurement procedures:
 - a. Professional services or services requiring special or technical skill, training or expertise. The individual or company must be chosen based on accountability, reliability, responsibility, skill, education and training, judgment, integrity and moral worth.
 In determining whether a service shall fit into this category, the Board of Trustees shall take into consideration the following guidelines:
 - i. Whether the services are subject to state licensing or testing requirements;
 - ii. Whether substantial formal education or training is a necessary prerequisite to the performance of the services; and
 - iii. Whether the services require a personal relationship between the individual and municipal officials.
 Following: services of an attorney; services of a physician; technical services of an engineer or architect engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or artwork; management of municipally owned property; and computer software or programming services for customized programs or services involved in substantial modification and customizing of pre-packaged software.
 - b. Emergency purchases pursuant to section 103(4) of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately and delay in order to seek alternate proposals if time permits.
 - c. Purchases of surplus and second-hand goods from any source. If alternate proposals are required, the Village is precluded from purchasing surplus and second-hand goods at auctions or through specific advertised sources where the best prices are usually contained. It is also difficult to try to compare prices of used goods and a lower price may indicate an older product or product in inferior condition.
 6. No portion of this resolution shall be construed as preventing the competitive bidding of purchase contracts under \$10,000.00 or public works projects under \$20,000.00, if so desired.

PURCHASE ORDERS

7. a Purchase Order is defined as a required form, available from the Village Clerk, which requires sufficient specificity as to define the item to be purchased (with

model and/or other identifying information, where available), the vendor from whom the item is to be purchased. Consent, when required, acknowledged by his/her signature on such Purchase Order.

- 8. Purchase Orders have different requirements depending on the cost of the item to be purchased, as set forth below:
 - a. A) Up to \$249.99—no prior approval is necessary, but Purchase Order must be provided to the Village Clerk no more than two (2) business days after purchase;
 - b. Between \$250.00-\$999.00---prior approval from the Mayor, or the Deputy Mayor if the Mayor is unavailable; and
 - c. Above \$1,000.00—prior approval by a majority of a quorum of the Board of Trustees.
- 9. Nothing contained in this provision regarding Purchase Orders shall prevent Village personnel from purchasing necessary goods in case of emergency.
- 10. This policy shall be reviewed annually by the Board of Trustees at its organizational meeting or as soon thereafter as is reasonable practicable.
- 11. This resolution shall take effect immediately.

 Lorraine DeMarfio, Village Clerk
 Village of Fleischmanns

Dated: January 23, 2012

State of New York)
)ss:
 County of Delaware)

I, Lorraine DeMarfio, Village Clerk of the Village of Fleischmanns, New York do hereby certify that the following is a true & correct transcript of a resolution adopted by the Board of Trustees of the Village of Fleischmanns, New York on January 23, 2012 and the whole thereof.

 Lorraine DeMarfio, Village Clerk
 Village of Fleischmanns

Motion made by Todd Pascarella to adopt the above resolution. Motion seconded by Fred Woller. Todd Pascarella-Aye. Fred Woller-Aye. Harriet L. Grossman-Aye. Benjamin Fenton-Aye. Mayor David Morell-Absent. Motion so carried.

Fire Department Budget/Revised Jan. 20, 2012

Motion made by Benjamin Fenton to approve the Fire Department Budget which was revised by the Fleischmanns Fire Dept. January 20, 2012. Motion seconded by Todd Pascarella. Benjamin Fenton-Aye. Todd Pascarella-Aye. Harriet L. Grossman-Aye. Fred Woller-Aye. David Morell-Absent. Motion so carried.

Workshop

Motion made by Benjamin Fenton to hold a Workshop on Monday, January 30, 2012 at 4:00 p.m. Motion seconded by Fred Woller. Benjamin Fenton-Aye. Fred Woller-Aye. Harriet L. Grossman-Aye. David Morell-Absent.

Skene Library Theft

The following letter dated January 13, 2012 addressed to Mayor Morell & the Village Board and Clerk from Jacqueline Purdy, President of the Skene Memorial Library was read aloud as follows:

This letter is to report some bizarre thefts of property at the Library. To the best of our knowledge, these thefts occurred around Dec. 24-27, 2011.

Missing are two canvas bags. One belonged to the Margaretville Food Bank and was used to collect donated items for the needy in our community. We have reported this theft to the Food Bank volunteers.

The second item is the large bag used by the Four County Library System to deliver and pick up books for inter-library loan. Someone went behind the Librarian’s desk, removed

the bag, removed all the books from the bag, and stole the bag, leaving the books on the floor.

Since there are no signs of break-in, it appears that the thefts occurred during a time when the building was in use by the Village. My purpose in writing is both to put you and the Village Board on guard against further theft of property and to ask your assistance in supervising the Library at those times when our staff is not present and the Library is closed.

At 7:45 p.m. Village Trustee Harriet L. Grossman left the meeting.

Vouchers/January, 2011

Motion made by Todd Pascarella to pay the following vouchers for the month of January, 2011: General Fund, Abstract # 48, Voucher # 228 totaling \$2,335.60; General Fund, Abstract # 50, Vouchers # 230 through 252 totaling \$13,340.96; General Fund, Abstract # 51, Vouchers # 253 through 254 totaling \$160.80; Water Department Fund, Abstract # 11, Vouchers # 38 through 41, totaling \$1507.15; Sewer Department Fund, Abstract # 8, Voucher # 77 through 85 totaling \$24,003.58; Motion seconded by Benjamin Fenton. Todd Pascarella-Aye. Benjamin Fenton-Aye. Fred Woller-Aye. Mayor David Morell-Absent. Harriet L. Grossman-Absent. Motion so carried.

Adjourn

Motion made by Benjamin Fenton to adjourn. Motion seconded by Fred Woller. Benjamin Fenton-Aye. Fred Woller-Aye. Todd Pascarella-Aye. Mayor David Morell-Absent. Harriet L. Grossman-Absent. Motion so carried.