VILLAGE OF KENMORE, NEW YORK
Office of the Clerk

At a meeting of the Board of Trustees of the Village of Kenmore, New York, held on the 1st day of December 2026 the following Resolution was adopted:

Trustee _____ offered the following resolution covering Village Board Rules of Procedure and moved its adoption:

RULES FOR PREPARATION OF AGENDAS FOR PUBLIC BOARD MEETINGS AND FOR AUDITING VOUCHERS

1. Meeting Agendas will be delivered to the Board Members late afternoon on the Friday prior to the regular public Board Meeting.

2. Trustees and Department Heads wishing to have items included on such agendas must submit them to the Village Clerk-Treasurer no later than 12:00 p.m. on the Friday prior to the regular public Board Meeting.

3. Additional agenda items not submitted in accordance with No. 2 above may be added on the meeting day with the approval of three members of the Board of Trustees.

4. (a) Each Trustee is obligated to audit the vouchers at his or her own leisure prior to the public Board Meeting at which they are to be approved for payment.

   (b) The Village Clerk-Treasurer will have such vouchers available for audit by Board Members in the Mayor's Office no later than 4:00 p.m. of the day of the public Board Meeting.

PUBLIC BOARD MEETING RULES OF PROCEDURE

1. Trustees or audience members will be permitted to speak when recognized by the Mayor, or in his absence, the Deputy Mayor.

2. Discussion or debate of Agenda items will begin only after a motion has been made and seconded. The Order of Recognition for speaking on a "question" for Trustees shall be in the same order of roll call voting, except that the Trustee who introduces the motion shall be given the first privilege of the floor. No Trustee shall be permitted to speak on a "question" after it has been voted on except to change his or her vote prior to the vote result being announced.

3. The Order of Roll Call voting shall be as follows:

Trustee Paul Catalano
Trustee Brittany Jones
Trustee Donna Genesky
Trustee Christopher Ring

4. Constructive audience input will continue to be invited prior to submitting the motion to a vote by the Board of Trustees. Questions, for clarification purposes, will also be permitted from audience members prior to such vote being taken. Upon conclusion of audience comments and discussion, the Board of Trustees will proceed with final disposition. The Mayor, at his sole discretion, may initiate a time limit for audience comment, and/or limit audience participation to one comment per audience member.

PROCEDURES FOR CONVENING AND CONDUCTING
NON-REGULARLY SCHEDULED VILLAGE BOARD MEETINGS

Special non-regularly scheduled meetings of the Board of Trustees may be called by the Mayor or by any three Trustees by causing a written notice specifying the time and place thereof to be served upon each member of the Board personally at least two hours in advance, or by leaving a notice at his residence or place of business with some person of suitable age and discretion at least 24 hours before the time of the meeting or by making such notice at least 72 hours before such meeting, and that all such meetings shall be in conformance with the requirements of New York State's Open Meeting Law, Rules and Regulations.

Seconded by Trustee _____ and approved by vote of all members in attendance.

Dated: December 1, 2026

State of New York)
County of Erie) ss:
Village of Kenmore)

I, KATHLEEN P. JOHNSON, Clerk of the Village of Kenmore, New York, do hereby certify that I have compared the foregoing with the original minutes of the regular meeting of the Board of Trustees of said Village held on the 1st day of December, 2026, and that the resolution duly adopted by the Board of Trustees is on file in my office, and that the foregoing is a true and correct transcript from said original minutes and in part thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and Seal of said Village this 2nd day of December 2026

_____
Village Clerk

VILLAGE OF KENMORE, NEW YORK
Office of the Clerk

At a meeting of the Board of Trustees of the Village of Kenmore, New York, held on the 1st day of December 2026 the following Resolution was adopted:

Re: Approval of Mayoral Appointments to Various Positions

Trustee _____ offered the following resolution:

The Board of Trustees hereby approves of the following Mayoral appointments to a one-year term, expiring at the first Board meeting in December, 2026:

Prosecuting/Deputy Attorney	Eugene P Adams, Esq.
Legal Liaison	Kathleen P Johnson, Esq.
Acting Justice	Parker MacKay, Esq.
Registrar	Kathleen P Johnson, Esq.
Records Officer	Kathleen P Johnson, Esq.
Deputy Registrar	Gail T. Higgins
Deputy Clerk	Gail T. Higgins
Village Historian	Marjorie Murray

Seconded by Trustee _____ and approved by vote of all members in attendance.

Dated: December 1, 2026

State of New York)
County of Erie) ss:
Village of Kenmore)

I, KATHLEEN P. JOHNSON, Clerk of the Village of Kenmore, New York, do hereby certify that I have compared the foregoing with the original minutes of the regular meeting of the Board of Trustees of said Village held on the 1st day of December, 2026, and that the resolution duly adopted by the Board of Trustees is on file in my office, and that the foregoing is a true and correct transcript from said original minutes and in part thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and Seal of said Village this 2nd day of December 2026

_____
Village Clerk

VILLAGE OF KENMORE, NEW YORK
Office of the Clerk

At a meeting of the Board of Trustees of the Village of Kenmore, New York, held on the 1st day of December 2026 the following Resolution was adopted:

Re: Approval of Mayoral Assignments of Trustees

Trustee _____ offered the following resolution:

The Board of Trustees hereby approves of the following Mayoral assignments of the Board of Trustees:

Deputy Mayor

Water & Sanitation/Sewer Commissioner

Public Works & Public Utilities Commissioner

Commissioner of Administration & Finance

Deputy Police/Juvenile Aid Bureau Commissioner

Deputy Fire Commissioner

Community Development Commissioner

Commissioner of Kenmore Community Center

Building Department Commissioner

Housing Authority Liaison

BE IT FURTHER RESOLVED,

That the Board of Trustees approves the following Mayoral appointments of Trustees to the following committees:

Insurance	
Tax & Property	All Board Members
Grievance Committee	
Capital Expenditures	
Negotiating Committee	

Seconded by Trustee _____ and approved by vote of all members in attendance.

VILLAGE OF KENMORE, NEW YORK
Office of the Clerk

At a meeting of the Board of Trustees of the Village of Kenmore, New York, held on the 1st day of December 2026 the following Resolution was adopted:

RESOLUTION RE: THE INVESTMENT/FISCAL/ADMINISTRATIVE POLICY FOR THE VILLAGE TREASURER FOR THE REMAINDER OF THE 2026-2027 FISCAL YEAR AND FOR FISCAL YEAR 2027-2028 THROUGH DECEMBER 1, 2027.

Trustee _____ offered the following resolution and moved its adoption:

WHEREAS, the Village of Kenmore in the course of the next fiscal year will have funds not immediately needed for the purposes of the Village, and

WHEREAS, such funds may be temporarily invested in order to obtain interest thereon, which interest can be used for the benefit of the Village of Kenmore, and

WHEREAS, the General Municipal Law Section 11 authorizes the Board of Trustees of the Village to authorize the Treasurer to temporarily invest such idle funds,

NOW, THEREFORE BE IT

RESOLVED, that the Treasurer of the Village of Kenmore is hereby authorized and directed to invest the funds of the Village of Kenmore which are presently on hand and which will hereafter come into her hands and which in her opinion, are not immediately needed for purposes of the Village of Kenmore in Treasury Bills, Certificates of Deposit and Money Market or other similar accounts authorized to do business in New York State, and be it further

RESOLVED, that all investments shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or obligations of the United States or obligations of federal agencies the principal and interest of which are guaranteed by the United States, or obligations of New York State local governments. Collateral shall be delivered to the Local Government or a Custodial Bank with which the Local Government has entered into a Custodial Agreement. The market value of collateral shall at all times equal or exceed the principal amount of the certificate of deposit, and be it further

RESOLVED, that the Clerk/Treasurer is hereby authorized to sign any grants, agreements or other documents on behalf of the Village of Kenmore, and be it further

Seconded by Trustee _____ and approved by vote of all members in attendance.

VILLAGE OF KENMORE, NEW YORK
Office of the Clerk

At a meeting of the Board of Trustees of the Village of Kenmore, New York, held on the 1st day of December 2026 the following Resolution was adopted:

Re: Authorization to the Clerk/Treasurer and Department Heads

Trustee _____ offered the following resolution:

The Board of Trustees hereby approves and gives the Clerk/Treasurer the following authorizations:

RESOLVED, that the Village Clerk-Treasurer be and she hereby is authorized to select and empower various paying agents from time to time to destroy evidence of paid municipal obligations which have been duly canceled, such destruction and cancellation to be carried out pursuant to the applicable regulations of the Office of the State Comptroller.

RESOLVED, that the Clerk/Treasurer is authorized to issue advance approval of claims for certain reoccurring charges, in accord with Section 5-524(6) of the Village Law which provides the Board of Trustees may, by resolution, authorize payment in advance of audit of claims for certain recurring charges such as public utility services, postage, freight and express charges and obligations for contracts and agreements that have been approved by the Board,

RESOLVED, that the all Department Heads are authorized to purchase on State and County contracts for the remainder of fiscal year 2026-2027 and for fiscal year 2027 - 2028, through the first Board meeting in December, 2027.

Seconded by Trustee _____ and approved by vote of all members in attendance.

Dated: December 1, 2026

State of New York)
County of Erie) ss:
Village of Kenmore)

I, KATHLEEN P. JOHNSON, Clerk of the Village of Kenmore, New York, do hereby certify that I have compared the foregoing with the original minutes of the regular meeting of the Board of Trustees of said Village held on the 1st day of December, 2026, and that the resolution duly adopted by the Board of Trustees is on file in my office, and that the foregoing is a true and correct transcript from said original minutes and in part thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and Seal of said Village this 2nd day of December 2026

_____
Village Clerk

Est. 1899
Village of Kenmore

OFFICE OF
CLERK - TREASURER

2919 Delaware Avenue, Kenmore, NY 14217

Kathleen P. Johnson, Esq.
Clerk - Treasurer

Phone: (716) 873-5700
www.villageofkenmore.org

November 24, 2026

TO: Honorable Mayor and Board of Trustees

FROM: Kathleen Johnson, Clerk/Treasurer

Re: HOLIDAY PARKING AUTHORIZATION

I am requesting Board authorization to allow free parking on Delaware Avenue to promote holiday shopping in Kenmore.

Because of the need to keep parking available in and around the Municipal Building, for those needing to conduct business in the building, parking meters should not be bagged.

Meters would be bagged for the month of December.