

Meeting to Proceed Swearing in Ceremony of Elected Officials at 6:00 PM

Agenda

2025 Town Board Organizational Meeting

January 2, 2025

6:30 PM

1. Virtual Meeting Instructions - January 2, 2025

Documents:

[2025 ORGANIZATIONAL MEETING INSTRUCTIONS.PDF](#)

2. Pledge Of Allegiance

3. Approval Of Abstract #25

Documents:

[ABSTRACT 25.PDF](#)

4. Technical Temperature Transfer 2025 (HVAC Town Hall)

Documents:

[2025 MANLIUS TOWN HALL.PDF](#)

5. Miller Engineering - Landfill Monitoring Contract

Documents:

[LANDFILL REPORTING - MONITORING - MILLER ENGINEERS 2025.PDF](#)

6. Miller Engineering - Planning Board 2025

Documents:

[MILLER ENGINEERS - PLANNING BOARD 2025.PDF](#)

7. Life Safety Inspection Vault LLC

Documents:

[MASTER SERVICES AGREEMENT.PDF](#)

8. Planning Board Chairperson Appointment - Valarie Beecher

9. Zoning Board Of Appeals Chairperson Appointment - Karrie Catalino

10. Planning And Zoning Board Attorney Appointment - Baldwin & Sutphen LLP

Documents:

CONTRACT FOR LEGAL SERVICES TOWN OF MANLIUS PLANNING BOARD-
ZBA AND BALDWIN-SUTPHEN 2025.PDF

11. Tree Commission Co-Chairs Appointments

12. Attorney For Town Hall - Harris Beach PLLC

Documents:

[HARRIS BEACH PLLC - ENGAGEMENT LETTER - 2025.PDF](#)

13. Town Information Technology Services - Garam Group

Documents:

[BUSINESS 360 SUPPORT AGREEMENT - TMPD.PDF](#)
[BUSINESS 360 SUPPORT AGREEMENT - TOWN HALL.PDF](#)

14. Landscaping Town Hall - Edwards Landscaping

Documents:

[EDWARDS LANDSCAPING.PDF](#)

15. Police Department Accreditation Manager - Blu Line Accreditation Consulting

Documents:

[BLU LINE 2025 ACCREDITATION MANAGER AGREEMENT.PDF](#)

16. Police Department Property Evidence Specialist - North Woods Services LLC

Documents:

[2025 NORTH WOODS SERVICES LLC - PROPERTY EVIDENCE
SPECIALIST.PDF](#)

17. Town Records Officer Appointment

18. Town Safety Officer Appointment

19. Town Historical Society

Documents:

[2025 HISTORICAL SOCIETY CONTRACT.PDF](#)

20. Deputy Supervisor Appointment

21. Health Insurance

Health Insurance Premium Split

- Non-Collective Bargaining Unit Members as 84% paid by the Town and 16% Paid by the Employee
- Town Board and Justices (Active & Retired) is 50% paid by the Town and 50% Paid by the Employee/Retiree

22. Board Rules And Procedures

Documents:

[2025 RULES OF DECORUM.PDF](#)

23. Prepaid Expenses

24. Procurement Policy

Documents:

[PROCUREMENT POLICY FOR THE TOWN OF MANLIUS FINAL APPROVED 6.26.24.PDF](#)

25. Meetings - Officers/Designees

Supervisor	Receiver of Taxes
Town Board	Town Manager
Town Clerk	Assessor
Code Enforcement Officer	Town Planning Board
Highway Superintendent	Town Zoning Board of Appeals
Clerk of Town Justice	Recreation Department
Police Department	Town Justice

26. Delegate To The Association Of Towns Annual Meeting

27. Meal Reimbursement

Reimbursement rate for meals when traveling on behalf of the Town at \$60 per day for all meals.

28. Holidays

Documents:

[2025 HOLIDAY SCHEDULE.PDF](#)

29. Committee Assignments And Liaison To Committee

Documents:

[2025 COMMITTEES AND LIAISON TO COMMITTEES.PDF](#)

30. Department Liaison Assignments

Documents:

[2025 DEPARTMENT LIAISONS.PDF](#)

31. Village Liaison

Documents:

[2025 VILLAGE LIAISONS.PDF](#)

32. 2025 Town Board Meeting Schedule & Meeting Time 6:30 PM

Documents:

[2025 - BOARD MEETING DATES.PDF](#)

33. Banks

Documents:

[INVESTMENT.PDF](#)
[BANKS.PDF](#)

34. Town Board Budget Workshops 2025

Wednesday, August 27, 2025 @ 4PM & Wednesday, September 10, 2025 @ 4PM

35. Mileage Reimbursement

36. Highway Map, Highway Specification And Highway Agreement

Documents:

[2025 HIGHWAY AGREEMENT TO SPEND TOWN HIGHWAY FUNDS .PDF](#)
[2025 COMPLETE HIGHWAY AGREEMENT PACKET.PDF](#)

37. Town Highway Superintendent - Memorandum Of Understanding

Documents:

[MOU HIGHWAY SUPERINTENDENT.PDF](#)

38. Official Town Newspapers

39. Liability Insurance

40. Salaries

Documents:

[ORGANIZATIONAL MEETING SALARY LISTING 2025.PDF](#)

41. Handbook

42. Code Fee Schedule

Documents:

[CODE FEE SCHEDULE- 2025.PDF](#)

43. Professional Fees Schedule

Documents:

[PROFESSIONAL FEE SCHEDULE - 2025.PDF](#)

44. Town Clerk Fee Schedule

Documents:

[TOWN CLERK FEE SCHEDULE 2025.PDF](#)

45. Rate For EV Charging Stations At Town Hall

Electric Charging station rate at a cost of .20 per KWH for Charging Stations at Town Hall

46. Official Undertaking

Documents:

[2025 OFFICIAL UNDERTAKING.PDF](#)

47. Adjournment