

Organizational Meeting Agenda – January 6, 2016

1. Pledge of Allegiance
2. Secretary to the Supervisor
3. Zoning Board of Appeals Appointment
4. Zoning Board of Appeals Chairman Appointment
5. Planning Board Chairman Appointment
6. Planning Board Appointment
7. Planning and Zoning Board Attorney
8. Engineer for the Town
9. Attorney for the Town Appointment
10. Town Accountant Appointment
11. Town Information Technology Services Appointment
12. Marriage Officer Appointment
13. Records Officer Appointment
14. Safety Coordinator Appointment
15. Historian Appointment
16. Deputy Supervisor Appointment
17. Health Insurance Split
18. Board Rules and Procedures
19. Procurement Policy
20. Prepaid Expenses

21. Meetings

Motion approving the following officers or their designees to attend meetings and be reimbursed:

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

22. Association of Towns Spending Limit

23. Delegate to the Association of Towns' Annual meeting

24. Motion to set the reimbursement for meals when traveling on behalf of the Town as follows: \$35/per day for all meals with receipts.

25. Holidays:

Motion to approve the following holidays as official Town holidays:

New Year's Day	Friday, January 1, 2016
Martin Luther King Day	Monday, January 18, 2016
Presidents' Day	Monday, February 15, 2016
Good Friday (1/2 day)	Friday, March 25, 2016
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Columbus Day	Monday, October 10, 2016
Veterans' Day	Wednesday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
Day after Thanksgiving	Friday, November 25, 2016
Christmas Day	Monday, December 26, 2016

26. Committee and Department Liaison assignments

27. Banks:

Motion to approve the following list of official banks:

M&T Bank
Key Bank of New York
NBT
Pathfinder Bank
First Niagara
Investments – Savings & Certificate of Deposit
A model investment policy was adopted 11/26/97

28. Veterinary Services Contract

29. Town Board meeting schedule:

January 13, 2016	July 13, 2016
January 27, 2016	July 27, 2016
February 10, 2016	August 10, 2016
February 24, 2016	August 24, 2016
March 9, 2016	September 14, 2016
March 23, 2016	September 28, 2016
April 13, 2016	October 12, 2016
April 27, 2016	October 26, 2016
May 11, 2016	November 2, 2016
May 25, 2016	November 16, 2016
June 8, 2016	December 7, 2016
June 22, 2016	December 21, 2016

2017 Organizational Meeting – January 4, 2017

30. Town Board Budget Workshops:

September 10, 2016	8:00am
September 17, 2016	8:00am

31. Mileage Reimbursement

32. Highway Agreement Document

33. Approve Highway Map, Highway Specification and Highway Agreement

34. Approve updated Zoning Map

35. Official Town Newspapers

36. Insurance

37. Salaries

38. Handbook

39. Code Fee Schedule

40. Professional Fees Schedule

41. Town Clerk Fee Schedule:

42. Official Undertaking