

Organizational Meeting Agenda – January 4, 2017

1. Pledge of Allegiance
2. Zoning Board of Appeals Appointment:
3. Zoning Board of Appeals Chairman Appointment:
4. Planning Board Chairman Appointment
5. Planning Board Appointment
6. Planning and Zoning Board Attorney
7. Engineer for the Town
8. Attorney for the Town Appointment:
9. Town Accountant Appointment
10. Town Information Technology Services Appointment
11. Marriage Officer Appointment
12. Records Officer Appointment:
13. Safety Coordinator Appointment:
14. Historian Appointment:
15. Deputy Supervisor Appointment
16. Health Insurance Split:
17. Board Rules and Procedures
18. Procurement Policy:
19. Prepaid Expenses
20. Meetings:
 - Motion approving the following officers or their designees to attend meetings and be reimbursed:

Supervisor
Town Board

Receiver of Taxes
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

21. Association of Towns Spending Limit:

Motion to set the maximum reimbursement limit for the Association of Towns' annual meeting as follows: meals at \$35 per day with receipts, plus hotel, registration fee and bus fee (\$80 maximum bus fee can be applied to other travel expenses).

22. Delegate to the Association of Towns' Annual meeting

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

24. Holidays:

Motion to approve the following holidays as official Town holidays:

New Year's Day	Monday, January 2, 2017
Martin Luther King Day	Monday, January 16, 2017
Presidents' Day	Monday, February 20, 2017
Good Friday (1/2 day)	Friday, April 14, 2017
Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Columbus Day	Monday, October 9, 2017
Veterans' Day	Friday, November 10, 2017
Thanksgiving Day	Thursday, November 23, 2017
Day after Thanksgiving	Friday, November 24, 2017
Christmas Day	Monday, December 25, 2017

25. Committee assignments

26. Liaison assignments

27. Banks:

Motion to approve the following list of official banks:

M&T Bank
 Pathfinder Bank
 Investments – Savings & Certificate of Deposit
 A model investment policy was adopted 11/26/97

28. Veterinary Services Contract:

Motion to authorize Town Supervisor to enter into a contract for veterinary services with Dr. Bunnell.

29. Town Board meeting schedule:

January 11, 2017	July 12, 2017
January 25, 2017	July 26, 2017
February 8, 2017	August 9, 2017
February 22, 2017	August 23, 2017
March 8, 2017	September 13, 2017
March 22, 2017	September 27, 2017
April 12, 2017	October 11, 2017
April 26, 2017	October 25, 2017
May 10, 2017	November 1, 2017
May 24, 2017	November 15, 2017
June 14, 2017	December 6, 2017
June 28, 2017	December 20, 2017

2018 Organizational Meeting – January 3, 2018

30. Town Board Budget Workshops:

September 9, 2017 8:00am
September 16, 2017 8:00am

31. Mileage Reimbursement:

Motion to approve mileage at 53.5 cents per mile for business miles driven

32. Highway Agreement document

33. Approve Highway Map, Highway Specification and Highway Agreement

Motion to approve Highway Map, Highway Specifications and Highway Agreement

34. Approve Zoning Map

35. Official Town Newspapers:

Motion to designate the *Eagle Bulletin* as the official Town newspaper and the *Post Standard* as the alternate

36. Insurance

Motion to authorize the Town to ratify existing contracts for Officers and Public Officials insurance with Haylor, Freyer and Coon

37. Salaries:

Motion to approve salaries as listed in the approved budget

38. Handbook

39. Code Fee Schedule

40. Professional Fees Schedule

41. Town Clerk Fee Schedule:

42. Official Undertaking