

TOWN BOARD MEETING AGENDA

JANUARY 13, 2014.....7:00 PM

TENTATIVE

AWARDS CEREMONY

TOWN BOARD

RE-ORGANIZATION & REGULAR MEETING

JANUARY 13,2014

1. Opening & Welcome
2. Eligibility & Qualifications of Town Officers
3. Oaths of Office
4. Official Undertaking
5. Vacancies
6. Appointments:

1 Year:

- A. Town Attorney
- B. Town Engineer
- C. Sewer Inspector
- D. Deputy Sewer Inspector
- E. Dog Control Officer
- F. Dog Control Officer
- G. Health Officer
- H. Budget Officer
- I. Town Historian
- J. Emergency Action Coordinator
- K. Purchasing Agent

2 Year:

- A. Highway Superintendent
- B. Comptroller

- C. Code Enforcement Officer
- D. Registrar
- E. Deputy Town Clerk/Deputy Registrar

5 Year:

Planning Board

6 Year:

Recreation Commission

7 Year:

Consolidated Zoning Board of Appeals (ZBA)

7. 2012 Salary Schedule
8. Employee Benefits
9. Mileage Compensation
10. Holiday Schedule, Leave, Vacation, etc.
11. Town Board
 - A. Meeting Procedures
 - B. Fix "Regular Meetings"
 - C. Powers & Duties of Supervisor
 - D. Deputy Supervisor
 - E. Board Liaison Assignments
 - F. Official Newspaper
 - G. Marriage Officer
12. Designation of Depositories
13. Petty Cash Funds
14. Accounting Duties
15. Review and adoption of PROCUREMENT GUIDELINES
16. Review and adoption of INVESTMENT POLICY
17. Opening of Competitive Bids
18. Annual Audit
19. Comptrollers Annual Audit
20. Review of Existing Contracts
21. Annual Meeting of Association of Towns

- A. Delegate and Alternate
- B. Attendees and Expenses

REGULAR MEETING

1. Public comment (on Agenda items only)
2. Approval of previous minutes
3. Communications (letters, phone calls, etc.)
4. Financial Reports, requests and resolutions
 - Accounts Payable \$34,118.47, Trust & Agency \$195.00, Water District #2 \$1,056.02, Accounts Payable \$57,568.29, Water District #2 \$74,837.66.
 - Budget Transfers
 - Town General Insurance Policy 2014.
5. Board Liaison reports and Department Heads (as needed)
6. Supervisor Report
7. Attorney comments
8. Unfinished business
9. General business
 - Police Car Purchase.
 - Ambulance District personnel hiring.
 - Water District #2 Distribution Operator hiring.
 - Town Web Site Provider.
 - Ambulance District billing increase proposal.
10. New business
11. General public comment
12. Executive session. Personnel issues Police & Highway.
13. Adjourn meeting.