

Agenda
April 3, 2017
6:30 p.m.
Organizational Meeting
Budget Public Hearing

- 6:30 p.m. Pledge of Allegiance**
- 6:30 p.m. Open Budget Public Hearing**
- 6:35 p.m. Mayor Comments on Budgets**
- 6:40 p.m. Appointments**
- A. Deputy-Mayor
 - B. Tax Collector
 - C. Clerk-Treasurer
 - D. Deputy-Clerk Treasurer
 - E. Village Attorney
 - F. Court Clerk
 - G. Police Chief
 - H. Code Enforcement Officer
 - I. Crossing Guard
 - J. Recreation Chairperson
 - K. Recreation Director
 - L. Planning Board
 - M. Board of Appeals
 - N. Associate Village Justice
 - O. Water & Street Working Foreman
 - P. Registrar of Vital Statistics
 - R. Deputy Registrar of Vital Statistics
- Assignments**
- A. Court Liaison
 - B. County Planning Board Liaison
 - C. Police Liaison
 - D. Town Board Liaison
 - E. Board of Appeals Liaison
 - F. Planning Board Liaison
 - G. Recreation Liaison
 - H. MacKay Park Liaison
 - I. DPW Liaison
 - J. Sign Vouchers-Bills/Bank Recs
 - K. Fire Commissioners Liaison
- Official Newspaper, Depositories, Mileage Reimbursements**
- A. Livingston County Newspaper

- B. Bank of Castile & Five Star Bank
- C. Mileage reimbursement .535 per mile

Approve Financial Officer

A. Financial Officer to renew all CD's, payment of bonds, BANS, financial transactions and to prepay vouchers such as utilities, postage, insurance, if due before next meeting.

Approve 2017-2018 Meeting Dates & Times

- A. May 2, 2017 6:30 p.m.
- B. May 31, 2017 4:00 p.m. Close fiscal year
- C. June 6, 2017 6:30 p.m.
- D. July 11, 2017 6:30 p.m.
- E. August 1, 2017 6:30 p.m.
- F. September 5, 2017 6:30 p.m.
- G. September 29, 2017 4:00 p.m. Close property taxes
- H. October 3, 2017 6:30 p.m.
- I. November 7, 2017 6:30 p.m.
- J. December 5, 2017 6:30 p.m.
- K. January 2, 2018 6:30 p.m.
- L. February 6, 2018 6:30 p.m.
- M. March 6, 2018 6:30 p.m.
- N. April 2, 2018 6:30 p.m.

Approve Employee Handbook and Policies

- A. Employee Handbook
- B. Code of Ethics
- C. Capital Asset Control Policy
- D. Cellular Phone Use Policy
- E. Credit Card Policy
- F. Drug Free Workplace Policy
- G. Grievance Policy
- H. Harassment in the Work Place Policy
- I. Internet Use Policy
- J. Investigation for Fraud & Impropriety Policy
- K. Investment Policy
- L. Procurement Policy
- M. Travel & Conference Policy
- N. Wire Transfer Policy

7:00 p.m. Regular Business – Approvals

- A. Approve 3/7/17 Board Meeting Minutes
- B. Audit & Approve bills for payment

C. Budget Transfers:

H1440.400 Engineering \$320 from H5110.400 Streets
F1440.400 Engineering \$154.50 from F8310.200 Water Equipment
A8020.400 Planning \$63.27 from A8010.400 Zoning
A5110.100 Street Personnel \$2,121.30 from A7110.100 Park Personnel
A8560.100 Shade/Tree Personnel \$435.70 from A7110.100 Park Personnel

7:05 p.m.

Department Reports

A. Clerk-Treasurer Report

- 1) Annual Standard Workday & Reporting Resolution
- 2) Water Credit Report

B. DPW Report

C. Police Report

D. Parks Report

8:00 p.m.

Budget Public Forum

8:15 p.m.

Close Public Hearing on Budgets & Vote

8:20 p.m.

New Business

A. CM Youth Baseball/Softball use of parks

8:30 p.m.

Old Business

A. Charter Communications Lease Agreement

Adjourn