

**Agenda**  
**April 10, 2018**  
**6:00 p.m.**  
**Budget Public Hearing**  
**Organizational Meeting**

- 6:00 p.m. Pledge of Allegiance**
- 6:00 p.m. Oath of Office:** Trustee Byrnes and Cappotelli
- 6:05 p.m. Mayor Appointment of vacant 2-year Trustee position**  
**Oath of Office**
- 6:10 p.m. Budget Public Hearing**  
A. Clerk to read legal notice  
B. Open Public Hearing  
C. Mayor details budgets
- 6:25 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  
Q. 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. Vouchers-Bills/Bank Reconciliation      Scott DiLiberto
- K. Fire Commissioners Liaison

**Official Newspaper, Depositories, Mileage Reimbursements**

- A. Livingston County Newspaper
- B. Bank of Castile & Five Star Bank
- C. Mileage reimbursement .545 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 2018-2019 Meeting Dates & Times**

- A. May 1, 2018                      6:30 p.m.
- B. May 31, 2018                    3:30 p.m. Close fiscal year
- C. June 5, 2018                    6:30 p.m.
- D. July 3, 2018                    6:30 p.m.
- E. August 7, 2018                6:30 p.m.
- F. September 4, 2018            6:30 p.m.
- H. October 2, 2018               6:30 p.m.
- I. November 6, 2018            6:30 p.m.
- J. December 4, 2018            6:30 p.m.
- K. January 8, 2019               6:30 p.m.
- L. February 5, 2019             6:30 p.m.
- M. March 5, 2019                6:30 p.m.
- N. April 1, 2019                 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

**6:40 p.m. Public Open Forum**

A.

**6:50 p.m. Regular Business – Approvals**

- A. Approve 3/6 & 3/9 Board Meeting Minutes
- B. Audit & Approve bills for payment
- C. Budget Transfers:

**7:00 p.m. Department Reports**

- A. Clerk-Treasurer Report
  - 1) Water Bond Wire Transmittal
  - 2) State Fiscal Stress Report
  - 3) Standard Workday Resolution
- B. DPW Report
  - 1) Local Law for vehicle street weight limits
  - 2) 2008 Bobcat & snowblower – declare surplus property
- C. Police Report
- D. Parks Report
- E. CEO Report
  - 2) Local Law amendment for B-1 apartments

**7:40 p.m. Budget**

- A. Public Forum
- B. Close Public Hearing
- C. Vote

**7:50 p.m. New Business**

- A. CM Youth Baseball/Softball use of parks
- B. Cozy Kitchen/Breading Bread, Inc. Liquor License

**8:00 p.m. Old Business**

A.

**8:10 p.m. Executive Session - legal**

**Adjourn**