

**CORTLANDVILLE TOWN BOARD
ORGANIZATIONAL MEETING
JANUARY 4, 2017 - 5:00 P.M.**

PLEDGE ALLEGIANCE TO THE FLAG

- A. CALL THE MEETING TO ORDER**
- B. APPROVE THE MINUTES**
- C. PURCHASE ORDERS**
 - C-1 Authorize the Blanket P.O. for the Town for 2017 (Submitted by Highway Superintendent)
- D. AUTHORIZATION TO PAY THE VOUCHERS**
- E. PRIVILEGE OF THE FLOOR**
- F. REPORTS (Town Clerk)**
- G. COMMUNICATIONS**
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - I-1 Town Clerk
 - I-2 Town Attorney
 - I-3 Approve the Contracts/Agreements for 2017
(Did not received contracts for Cortland Recreation, IT, or Valley View Gardens)
 - I-4 Review & Adopt the Town Procurement Policy for the year 2017
 - I-5 Re-adopt the Town Credit Card Policy for 2017
 - I-6 Authorization to appoint Nasrin Parvisi to the Cortlandville Planning Board for a five year term commencing January 1, 2017 and expiring December 31, 2021, also thank John Finnamore for his service to the Town Planning Board
 - I-7 Authorization to re-appoint Joanne Aloï to the Cortlandville Zoning Board of Appeals for a five year term commencing January 1, 2017 and expiring December 31, 2021

- I-8 Authorization to designate the Cortland Standard as the official newspaper for the Town of Cortlandville for the year 2017
- I-9 Authorization to designate the following depositories for various accounts for the year 2017:
NBT Bank
Merchant & Trust Corp. Bank
Tompkins Trust Co.
First National Bank of Dryden
Key Bank
- General Account A (Whole Town)
General Account B (Town Outside)
Town Clerk Account
Tax Collectors Accounts
Highway Account
Trust & Agency Account
Justice Account
Water Fund Account
Sewer Fund Account
- I-10 Authorize the Town Clerk to accept the Supervisor's Annual Financial Report to the New York State Comptroller 90 days after the close of the fiscal year 2016, and the Town Clerk shall publish a notice within 10 days after receipt thereof, stating that a copy is on file in the Town Clerk's office and available for public inspection and copying.
- I-11 Authorize the Town Board to audit the books and records of Town officials and employees for 2016 before January 18, 2017, as follows:
- | | |
|--------------------------|----------------|
| Supervisor | - Walt Kasperk |
| Town Clerk/Tax Collector | - John Proud |
| Justice | - Ted Testa |
| Highway, Water & Sewer | - Greg Leach |
- I-12 Authorization to accept the "Agreement of Expenditures of Highway Monies for 2017" and authorize the Supervisor, Deputy Supervisor, Councilmen, and Town Highway Superintendent to sign the Agreement.
- I-13 Authorization to approve the 2017 Salary Schedule
- I-14 Authorization to amend the Highway Department and the Water & Sewer Department Hourly Payroll Schedule in the Personnel Policy for 2017

- I-15 Receive & file Cortland County Board Resolution #16-35 & the recommendation from the Cortland County Planning Department dated December 16, 2016 regarding the Aquifer Protection Permit application of APD Engineering & Architecture, PLLC (Aldi's). Set a Public Hearing dated of January 18, 2017 at 5:00 p.m.
- I-16 Authorize the Supervisor to Balance the 2016 Budget
- I-17 Receive & file the correspondence dated December 20, 2016 from Cortland City School District regarding the use of The Raymond G. Thorpe Municipal Building for their School District Budget Vote & Board Elections on May 16, 2017
- I-18 Receive & file the correspondence dated December 21, 2016 from NYS Department of State regarding 2016-2017 Local Government Efficiency Grants – Metering Consolidation
- I-19 Authorize the Supervisor to sign the 2017 Municipal Consulting Agreement with CHA
- I-20 Receive & file the correspondence dated December 21, 2016 from CHA regarding Luker Road & Owego Street Water Main Installation Project Closeout Documents
- I-21 Receive & file the correspondence dated December 21, 2016 from CHA regarding Pendleton & Oakcrest Street Sewer Installation Project As-Built Documents (2 Disks, Supervisors Office & Town Clerk's Office)

J. ADJOURN