

TOWN BOARD  
Organizational Meeting  
January 9, 2017

The organizational meeting of the Oneonta Town Board was held on January 9, 2017 with the following members present:

Supervisor: Robert T. Wood  
Councilman: Brett Holleran  
Councilwoman: Patricia Jacob  
Councilman: Randal Mowers  
Councilwoman: Patricia Riddell Kent

Motion was made by Jacob, seconded by Riddell Kent to make the following appointments:

- |  |                   |
|--|-------------------|
| a. Attorney for the town                           | Robert Panasci    |
| b. Attorney for the Zoning Board of Appeals        | Robert Panasci    |
| c. Clerk for the planning board                    | Wendy Cleaveland  |
| d. Clerk for the zoning board of appeals           | Laura Sause       |
| e. Chairman of the Planning Board                  | Joe Camarata      |
| f. Member of Planning Board (term exp. 12/31/23)   | Thomas Rowe       |
| g. Chairman of the Zoning Board of Appeals         | Douglas Cannistra |
| h. Member of the zoning board (term exp. 12/31/17) | Michael Stolzer   |
| i. Member of the zoning board (term exp. 12/31/21) | Kenneth Pym       |
| j. Chairman Board of Assessment Review             | Donna Null        |
| k. Registrar of Vital Statistics                   | Cheryl Shackleton |

VOTE – Ayes 5, Nays 0      Motion Carried

Motion was made by Holleran, seconded by Riddell Kent to adopt the following resolutions:

- Resolution that the highway superintendent be permitted to spend up to \$1500 monthly without prior town board approval.
- Resolution that the town board meetings be held on the second Wednesday of each month at 7:00pm at the Town Hall West Oneonta.
- Resolution designating the following banks as official town depositories for town and improvement district funds: Community Bank, Bank of Cooperstown and NBT Bank.
- Resolution, authorizing the following petit cash funds:

a. Town Clerk	\$100.00
b. Highway Superintendent	\$ 50.00
c. Court Clerk	\$100.00

d. Sewer & Water Administrator	\$ 50.00
e. Code Office	\$100.00
f. Tax Collector	\$100.00

VOTE – Ayes 5, Nays 0      Motion Carried

Motion was made by Jacob, seconded by Riddell Kent to adopt the following resolutions:

- Resolution setting the mileage reimbursement rate at 53.5 cents per mile.
  
- Resolution designating the Daily Star as the official newspaper of the Town of Oneonta.
  
- Resolution designating the following as official town holidays:  
New Years Day, Martin Luther King Day (observed), federal presidential Holiday in February (observed), Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day Thanksgiving Day and the Friday immediately following Thanksgiving Day and Christmas Day.

The Highway Department shall observe Good Friday in lieu of Martin Luther King’s birthday and individual birthdays of employees in lieu of Veterans Day. Any of the designated holidays/birthdays falling on a Saturday shall be observed on the Friday immediately preceding the Saturday holiday: holidays falling on a Sunday shall be observed on the Monday following the holiday.

- Resolution to authorize Robert T Wood to enter into and execute funds, transfers and/or ACH agreements at Community Bank and Bank of Cooperstown.

VOTE – Ayes 5, Nays 0      Motion Carried

Motion was made by Holleran, seconded by Jacob to adopt the following resolutions:

- Resolution authorizing Supervisor to submit to the Town Clerk a copy of his/her Annual Report to the State Comptroller and directing the Town Clerk to cause a notice to be published within ten (10) days after receipt of said report in the official newspaper of the Town that a copy of such report is on file and available for inspection in the Town Clerk’s office.
  
- Resolution authorizing the payment of utility bills, Town real property tax bills and postage prior to audit pursuant to Town Law section 118(2).
  
- Resolution adopting the Work Place Violence policy of the Town of Oneonta.
  
- Resolution adopting the Investment Policy of the Town of Oneonta.
  
- Resolution adopting the Procurement Policy of the Town of Oneonta.
  
- Resolution, adopting wage and salary schedule pursuant to 2017 budget.
  
- Designation of Robert Wood as voting delegate to attend the 2017 Training School and Annual Meeting of the Association of Towns in NYC from February 19 through 2, 2017.

- Resolution to send up to two members of the board to Newly Elected School in Albany.
- Resolution to adopt the amended fee schedule for 2017.
- Committee Assignments as attached – Councilwoman Patricia Jacob being reappointed as Deputy Supervisor.
- VOTE – Ayes 5, Nays 0      Motion Carried

Audit of Books - Motion was made by Riddell Kent, seconded by Jacob to adjourn the meeting (4:30 pm) and conduct the annual audit of the town departments' dockets, ledgers and books, pursuant to Section 62(1) of Town Law.

VOTE – Ayes 5, Nays 0      Motion Carried

Respectfully submitted,

Cheryl L. Shackelton

Town Clerk