

VILLAGE OF ALTAMONT
BOARD OF TRUSTEES
Organizational Meeting Agenda
April 3, 2018

PART I

One Year Term

Dean Whalen, Deputy Mayor
Patty Blackwood, Deputy Court Clerk
Kelly Best, Secretary, Planning Board & Zoning Board of Appeals

Five Year Term

Timothy Wilford, Chairman, Planning Board (2023)
Connie Rue, Alternate Member, Planning Board (2023)
Michelle Ganance, Member, Zoning Board of Appeals (2023)
Isaiah Swart, Alternate Member, Zoning Board of Appeals (2023)

PART II

Official Newspaper

Altamont Enterprise - Primary
Spotlight - Alternative

Official Banks

Key Bank – Altamont Branch, First National Bank of Scotia, First Niagara Bank, Citizens Bank, J.P. Morgan Chase Bank, Kinderhook Bank, Pioneer Commercial Bank, NBT Bank and M&T Bank as official depositories of the Village of Altamont.

Authorize Mayor and Treasurer to invest Certificates of Deposit in any of the designated official depositories with a third party holding the securities.

Authorize Mayor and Treasurer to sign checks on behalf of the Village.

Time & Place of Meetings

Village Board – 7:00 p.m. First Tuesday of each month and third Tuesday as needed
-July 03, 2018 meeting rescheduled to July 17, 2018
-August 7, 2018 meeting, if needed
-September 4, 2018 meeting rescheduled to September 5, 2018
-November 6, 2018 meeting rescheduled to November 7, 2018
-January 1, 2019 meeting rescheduled to January 2, 2019
Planning Board – 7:00 p.m. Fourth Monday of each month as needed
-May 28, 2018 meeting scheduled to May 21, 2018
-December 24, 2018 meeting rescheduled to December 17, 2018
Zoning Board of Appeals – 7:00 p.m. Second Tuesday of each month as needed

Mileage

Mileage rate coincides with Federal IRS approved rate per mile for reimbursement to Village employees when authorized to use their private vehicles on village business.

Bonds

For Officials and Employees to continue as last year
(\$50,000 Clerk & Treasurer; \$10,000 Employees)

Personnel Policy

To continue as written

Holiday Schedule

Approve holiday schedule for Village employees for FY 2018-19 per Schedule A.

Procurement Policy

To continue without change

2019 Organizational Meeting

First Tuesday in April 2019

Village Engineers

Designate Barton and Loguidice to serve as Village Designated Engineers for FY 2018-19.

Village Counsel

Designate Whiteman Osterman & Hanna LLP to serve as Village Designated Attorneys for FY 2018-19.

PART III**Training**

Authorizing Mayor Dineen to approve meetings, conferences, and training seminars for employees that would benefit the Village and could include the following schools, conferences and seminars sponsored by New York State Conference of Mayors such as: Annual Training School; Fall Training School; Public Works Training School; Legislative Meeting; Winter Legislative Meeting; Office of the New York State Comptroller; Office of Court Administration; Public Works Training and Licensing; and the Albany County Division of Management and Budget technology classes.

Advance Payment of Claims

Authorize Village Treasurer to pay, in advance of audit, claims for public utility services, postage, hospitalization, freight and express charges, claims for petty cash, Senior Entertainment/Trips, JP Morgan Chase Bank (Water Principal/Interest bond payments), Manufactures & Traders Trust (Sewer Principal/ Interest Bond Payments), Wex Bank (Suntrak card), School & Property Taxes, NYS Municipal Workers Comp., Disability Insurance, Health Department Park Permits, MasterCard, and fees for officials and staff to attend meetings and schools approved by Mayor Dineen prior to the next scheduled regular board meeting.