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RANDY KAST
VITO CARBONE
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Town of Herkimer

Formed on March 7, 1788

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JENNIFER DEMETRO
TOWN CLERK
315-866-2690

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KEN WARD

RECEIVER OF TAXES
315-866-8101
JODI RIVERS

The **Regular Meeting** of the Town Board of the Town of Herkimer, Tuesday, January 17, 2023, at 6:00 PM, at Herkimer Town Hall, 114 North Prospect Street, Herkimer, NY 13350.

- 01) **Opening of the Organizational Meeting.**
- 02) **Roll Call of Officers.**
- 03) **Pledge of Allegiance.**
- 04) **Reading of the minutes of the previous meeting on January 3rd, 2023.**
- 05) **Public Meeting.**
- 06) **Petitions and Communications**
 - A. A certificate of liability insurance dated January 3, 2023 for AstroTurf Corporation effective 1/1/23 through 1/1/24.
 - B. A letter dated January 3, 2023 from Supervisor Frank to Brian Riesel congratulating him for being hired as a seasonal highway employee.
 - C. A letter dated January 5, 2023 from Supervisor Frank to Vincent Gambacorta congratulating him for being hired as a seasonal highway employee.
 - D. A letter dated January 11, 2023 from NYSDOT Acting Director of the Local Programs Bureau, Dawn Arnold, concerning 2022-23 CHIPS, PAVE-NY, EWR and POP reimbursements schedule.
- 07) **Routing.**

Herkimer County Soil and Water Conservation District Newsletter for Winter 2023.
- 08) **Resolutions & Transfers.**

Transfers.
Resolution No. 5 of 2023- Fixed Salary Resolution - Town of Herkimer salaries/salary schedule attached.
- 09) **Old Business.**
 - Water Districts:
 - McKenna Road Enhancement Project:
 - West Herkimer Water:
 - East Herkimer Sewer District:
 - East German Street Extension Emergency Road Repair Project:
 - Codes:
 - Zoller Ave:
 - Piper Road:

NYMIR Risk Control Resurvey Report:
Landbank:
Subdivision Local Law:
Shells Bush Road Solar Project:
Cell Towers and Town Zoning Ordinance:
ARPA Funding:
Updating Zoning Ordinance:
Town Park:
AOT Designation of Delegate:
Fireworks:

Annual Policies to review:

- Investment Policy.
- Purchase Order Policy.
- Depreciation & Fixed Assets Policy.
- Town employee seminar/training reimbursement policy with board approval.

BY/APPOINTMENT term of office dates **page # on data sheet**

Town Board/Town Water appointees (see terms below)

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Deputy Water Clerk (two – 1 year terms); 01/01/23 to 12/31/23

Rec. of Taxes/Deputy Rec. of Taxes (two – 1 year term); 01/01/23 to 12/31/23 page 1

Town Clerk/Deputy Town Clerk (three - 1 year term) 01/01/23 to 12/31/23

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RVS/Deputy Reg. of Vital Statistics (two - 1 year term); 01/01/23 to 12/31/23

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Town of Herkimer fee schedule.

10) **New Business.**

Town of Herkimer Senior Citizen Exemption.

Renewal of Teamsters Agreement.

11) **Reports.**

Bank Reconciliation Report for November, 2022.

Cash Report for November, 2022.

DASNY Grant Application for \$50k from Assemblyman Smullen dated 12/29/22.

Northern Border Regional Commission Performance Progress Report dated 1/9/23.

NYS Homeland Security & Emergency Services Quarterly Progress Report dated 1/9/23.

Minority Women Owned Business Enterprise Quarterly Report dated 1/11/23

Signed Contract for 2023 with DCO Erica Dunton.

Renewal State of Emergency Declaration dated 1/6/23.

Emergency Orders dated 1/7, 1/12 and 1/17 of 2023 for East German St. Ext.

Town Justices Monthly Reports for December, 2022 from Justice Manne and Justice Petucci.

DCO monthly report for December, 2022 from DCO Erica Dunton.

Trial Balance Report dated January 17, 2023.

Revenue and Expense Report dated January 17, 2023.

12) **Audit.**

Audit dated January 17, 2023. (End of 2022)

Audit dated January 17, 2023. (Beginning of 2023)

13) **Adjourn**