

The **2021 Organizational Meeting** of the Town Board of the Town of Herkimer, Monday, January 4, 2021, 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 12/30/20.**

05) **Public Meeting.**

06) **Petitions and Communications**

A. A letter dated December 22, 2020 from the Oneida-Herkimer Solid Waste Authority Executive Director, concerning the 2021 Adopted Budget and Rate Schedule.

B. A letter dated December 31, 2020 from Charter Communications Director of Government Affairs, Alice Kim, concerning upcoming changes in service.

07) **Resolutions & Transfers.**

Resolution No. 1 of 2021 - Banking Resolution Authorizing Supervisor Frank, Deputy Supervisor Stalteri, to handle banking responsibilities in 2021, upon signature filing, with M&T Bank, Adirondack Bank and NBT Bank.

Resolution No. 2 of 2021- Town of Herkimer Official Undertaking of Municipal Officers.

Resolution No. 3 of 2021- Town of Herkimer Code of Ethics/Conflict of Interest form

Resolution No. 4 of 2021- Town of Herkimer Civility Code

Resolution No. 5 of 2021- Fixed Salary Resolution - Town of Herkimer salaries/salary schedule attached

Resolution No. 6 of 2021- Mileage Resolution -Setting mileage reimbursement per IRS reimbursement standard.

Resolution No. 7 of 2021- Meeting Resolution -Setting Town Board meeting schedule.

08) **Old Business.**

Water Districts:

McKenna Road Enhancement Project:

West Herkimer Water:

East Herkimer Sewer District:

Codes:

Landbank:

SunEast Solar Project:

NYMIR Risk Control Resurvey Report:

Lease Agreement for Town office tenant, Certificates of Insurance for Contractors.

*FIRE SAFETY: Fire Alarm for Highway Garage.

Dog Control Local Law:

Subdivision Local Law:

09) **New Business. BY/APPOINTMENT** **term of office dates** **page # on data sheet**

Town Board / <u>Town Water appointees</u> (see terms below)		page 1
	<u>Water Clerk</u> (one – 1 year term); 01/01/21 to 12/31/21	
	<u>Deputy Water Clerk</u> (two – 1 year terms); 01/01/21 to 12/31/21	
Rec. of Taxes / <u>Deputy Rec. of Taxes</u> (two – 1 year term);	01/01/21 to 12/31/21	page 1
Town Clerk / <u>Deputy Town Clerk</u> (three - 1 year term)	01/01/21 to 12/31/21	page 1
RVS / <u>Deputy Reg. of Vital Statistics</u> (two - 1 year term);	01/01/21 to 12/31/21	page 1
Town Board / <u>Town Park Supervisor</u> (one - 1 year term);	01/01/21 to 12/31/21	page 1
Town Board / <u>Deputy Town Attorney</u> (one – 1 year term):	01/01/21 to 12/31/21	page 2
Supervisor / <u>Town Bookkeeper</u> (one - 1 year term);	01/01/21 to 12/31/21	page 2
Supervisor / <u>Town Budget Officer</u> (one - 1 year term);	01/01/21 to 12/31/21	page 2
Town Board / <u>Town and Village Dog Control Officer</u> (one- 1 year term);	01/01/21 to 12/31/21	page 2
Town Board / <u>Town Planning Board</u> (one - 5 year term);	01/01/21 to 12/31/25	page 2
Town Board / <u>Town Zoning Board</u> (one - 5 year term);	01/01/21 to 12/31/25	page 2
Town Board / <u>Fair Housing Officer</u> (one - 1 year term);	01/01/21 to 12/31/21	page 3
Town Board / <u>Town Computer Technician</u> (one – 1 year term-per contract);	01/01/21 to 12/31/21	page 3

Town employee seminar/training reimbursement with board approval.

Official Town newspaper: The TimesTelegram.

Town of Herkimer fee schedule.

10) **Reports.**

2020 Water and Sewer District Billing and Payment Report.

December 2020, Town Clerk's Report from Town Clerk Jennifer M. DeMetro.

2020, Annual Town Clerk's Report from Town Clerk Jennifer M. DeMetro.

11) **Audit.**

Purchase Order Approvals.

12) **Adjourn**