

A **Regular Meeting** of the Town Board of Herkimer will be held on Tuesday, February 18, 2020, at 6:00 PM, in the Herkimer Town Hall, 114 North Prospect Street, Herkimer, NY 13350.

- 01) **Opening of Meeting.**
- 02) **Roll Call of Officers.**
- 03) **Pledge of Allegiance to the Flag.**
- 04) **Reading of the Minutes of the 02/03/20 Meeting.**
- 05) **Public Meeting.**
- 06) **Petitions & Communications.**
 - A.) A letter dated February 4, 2020 from NYSDOH Senior Sanitarian, Susan Simonelli, concerning the 2020 Water Quality Monitoring Requirements.
 - B.) A letter dated February 5, 2020 from Christopher Baiamonte, on behalf of the Town of Schuylar Zoning Board of Appeals, concerning the SEQRA Determination of Negative Significance for the SunEast Watkins Road Solar Farm Project.
 - C.) A letter dated February 5, 2020 from Gregg Evans of the Bonadio & Co., Certified Public Accountants, concerning the confirmation and specific terms of our engagement.
 - D.) An email dated February 7, 2020 from Region 2 Structures Management Engineer, Andrew Marino, concerning a Bridge Element Inspection Training.
 - E.) A letter dated February 10, 2020 from NYS Homes and Community Renewal Program Director, Charles Phillion, concerning the lead agency consent for the NYS CDBG Project.
 - F.) A letter dated February 10, 2020 from NYS Senior Environmental Analyst, Judy Littrell, concerning the East Herkimer Sewer District.
 - G.) A letter dated February 10, 2020 from the Herkimer County Soil and Water Conservation District Envirothon Coordinator, Katie Whitcomb, concerning a donation for the Herkimer County Envirothon Competition.
 - H.) A letter dated February 13, 2020 from NYS Unified Court System, Deputy Chief Administrative Judge concerning Hon. Michael Petucci.
 - I.) An email dated February 13, 2020 from Chris Lawton, Vice President & LEED AP of Barton & Loguidice, concerning the SEQR notice.
 - J.) A letter received February, 2020 from the Village of Herkimer concerning a General Public Education Notice.
- 07) **Routing.**
 - SunEast Watkins Road Solar Farm Project SEQRA Determination.
 - Annual Drinking Water Reports 2015-2018.
 - Erie Canalway National Heritage Corridor 2019 Annual Report.

08) **Resolutions and Local Laws.**

09) **Old Business.**

Appointments: BY/APPOINTMENT

term of office dates

page # on data sheet

Town Board/Town Sole Assessor (one - 6 year term); 01/01/20 to 09/30/24

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Water Districts:

McKenna Road Enhancement Project:

West Herkimer Water:

East Herkimer Sewer District:

Steuben Hill Road:

Codes:

NYMIR Risk Control Resurvey Report:

*POLICES AND PROCEDURES: Lease Agreement for Town office tenant, Certificates of Insurance for Contractors.

*FIRE SAFETY: Fire Alarm for Highway Garage.

-Information Technology Acceptable Use Policy Draft

-Vehicle & Equipment Accident Report Form & Investigation Policy Draft

-Usage of Cell Phones and all other Portable Electronic Devices while drive Policy Draft.

Landbank:

Website:

Dog Control Local Law:

Subdivision Local Law:

10) **New Business.**

11) **Reports.**

Cash Report for January, 2019.

Town Justice Report for January, 2020 from Karl Manne.

Trial Balance Report dated February 18, 2020.

Revenue and Expense Report date February 18, 2020.

12) **Audit.**

Purchase Order Approvals.

Audit dated February 18, 2020.

13) **Adjourn.**