



Town of Geddes Annual Organizational Meeting Thursday, January 3, 2019 6:00 pm

Geddes Town Hall

Pledge & Prayer

Welcome by Supervisor Jerry Albrigo

Public Hearing: To propose a Local Law to create the position of Town Manager in the Town of Geddes and to codify the creation of said position in the Town Code by adding a new Article 51 entitled "Town Manager".

RESOLUTIONS: Effective - January 3, 2019

1. Adopt the 2019 Rules of Conduct for the Town of Geddes Board Meetings.
2. Regular meetings of the Town of Geddes Town Board for the year of 2019, shall be held on the second (2nd) Tuesday of every month at 7:00 pm in the Town Hall at, 1000 Woods Road, Solvay, or other locations within the Town that are approved by the Town Board.
3. Regular meetings of the Zoning Board of Appeals shall be held on the second (2nd) Wednesday of the month at 7:00 pm in the Town Hall at, 1000 Woods Road, Solvay.
4. Regular meetings of the Planning Board shall meet on the last Wednesday of the month at 7:00 pm in the Town Hall at, 1000 Woods Road, Solvay.
5. Appoint Peter Albrigo as Fire Marshall.
6. Appoint the law firm of Cerio Law Offices at an hourly rate of \$150/hr.
7. Appoint Dunn & Sgromo Engineers, PLLC for Town Engineering services.
8. Appoint Debra Burns to Secretary of the Planning Board.
9. Appoint Nadine Wild to Secretary of the Zoning Board of Appeals.
10. Appoint The Reagan Companies as the insurance agent for the Town and approve the property, casualty and liability insurance as submitted. Establish Blanket Bond Coverage for all Town Employees in the amount of \$1,000,000.00 per loss. The Town of Geddes Justices are specifically covered under the blanket bond, pursuant to Public Officers Law Section 11 (2) as provided to the Town of Geddes by Regan Insurance Companies.
11. Approve the continuance of the system of bi-weekly pay periods for the Town Employees and Elected Officials as per attached schedule.
12. Designate the Post-Standard as the official newspaper for the Town of Geddes.
13. Approve rate as established by the IRS for per-mile fee reimbursement to Town Officials for use of personal vehicles on official Town business.
14. Designate Solvay Bank and N.Y. Class as the Depository for Town of Geddes funds.

15. Authorize the Department Heads to attend monthly association meetings.
16. Authorize the Deputy Supervisor to sign checks in the absence of the Supervisor.
17. Authorize the use of a facsimile signature of the Town Supervisor for signing checks.
18. Authorize the attached Procurement Policy for the year 2019.
19. Authorize change fund for the Town Clerk, not to exceed \$500.00 and the Justice Court, not to exceed \$50.00.
20. The Town Supervisor shall approve Department Heads attendance at training conferences and seminars, provided funds are available in the budgeted line for the year 2019.
21. The Town Supervisor shall approve all memberships requested by Department Heads, provided funds are available in the budgeted line for 2019.

Appointments not needing board resolution:

1. The Town Clerk shall appoint Alison Dorchester as Full-time Deputy Clerk.
2. The Town Board shall appoint Teresa Hard as Full-time Highway Secretary.
3. The Town Supervisor shall appoint Susan Pope Millet as Town Historian.
4. The Town Supervisor shall appoint Amanda Ramsing as Secretary.
5. The Town Board shall appoint Edward Weber as Deputy Supervisor.
6. The Town Supervisor shall appoint the following Standing Committees as per the attachment.
7. The Town Justices shall appoint Barbara Lenweaver and Isabella Rogmans- Lenweaver as Justice Court Clerks and Megan Cavaliere as the part-time Justice Court Clerk.

ADJOURNMENT