

**AGENDA**  
**ORGANIZATIONAL MEETING**  
**JANUARY 2, 2019**  
**7:00 P.M.**

A. Calling the Meeting to Order:

1. Pledge to the Flag

2. Roll Call

3. Supervisor's Appointments:

**Deputy Supervisor**-Daniel Underhill

**Financial Clerk**-Marcy Crandall

**Historian**-Berneda Scoins

4. Supervisor's Committee Appointments:

**Audit:** Deputy Supervisor Underhill, Councilwoman White, Councilwoman Michalak, Councilman Zambito

**Highway:** Deputy Supervisor Underhill, Supervisor Post, Highway Superintendent Lichtenthal

**Water/Sewer:** Deputy Supervisor Underhill, Town Engineer Steve Mountain, Supervisor Post

**Buildings & Grounds:** Councilwoman White, Highway Superintendent Lichtenthal, Supervisor Post, Town Engineer Steve Mountain

**Parks & Recreation:** Councilman Zambito, Councilwoman Michalak, Town Engineer Steve Mountain, and Assistant Engineer/Highway Superintendent Tom Lichtenthal

**Video:** Councilwoman Michalak

**Fire:** Deputy Supervisor Underhill, Supervisor Post

**Court:** Councilwoman Michalak, Councilman Zambito

**Housing Initiatives:** Councilwoman Michalak

**IT/Records Management:** Supervisor Post, Deputy Supervisor Underhill, Town Clerk Morasco

**Planning Board:** Councilwoman White

B. Town Clerk reads Association of Town Training School and Annual Meeting Information

C. Resolutions:

1. General Organizational Resolution

2. Adoption of Salaries for 2019

3. Resolution Establishing Workday for Elected & Appointed Officials

4. Establishing Rules of Procedure of the Batavia Town Board for 2019

5. Policy Concerning Public Participation at Town Board Meetings

6. Designation of Official Depository

7. Approval of Official Undertaking of Municipal Officials

8. Authorization of Petty Cash

9. Authorization for the Supervisor to Pay Certain Claims Prior to Audit

10. Agreement for the Expenditure of Highway Moneys

11. Applications for Appointments in the Town of Batavia

12. Payroll Schedule for 2019

13. Authorizing Consulting Services Authorizing
14. Video Taping
15. Establish Holiday Schedule for 2019
16. Appointment to the Planning Board
17. Appointment to the Zoning Board of Appeals
18. Appointment to the Zoning Board of Appeals- Alternate
19. Appointment of Attorney for the Town
20. Investment Policy- Reviewed
21. Procurement Policy- Reviewed
22. Fair Housing Policy- Reviewed

### C. Adjournment