

DATE OF MEETING: December 7, 2015 – Organizational Meeting

PLACE OF MEETING: Village Hall, Pawling, New York

MEMBERS PRESENT: Mayor Robert Liffland
Trustee John Burweger
Trustee Stan Mersand
Trustee Daniel Peters
Trustee Earl Slocum

The Organizational Meeting was called to order at 7:00 P.M. with the Pledge of Allegiance.

Mayor Liffland made the following appointments:

| | |
|----------------------------------|-----------------------------------|
| Village Clerk | Jennifer Osborn |
| Treasurer/Deputy Clerk | Elizabeth Shedd |
| Court Clerk | Veronica Daniels |
| Building Inspector | Karl Pfister |
| Registrar | Jennifer Osborn |
| Deputy Registrar | Elizabeth Shedd |
| Deputy Mayor | Stan Mersand |
| Water Commissioner | Robert Liffland |
| Air Quality Control Commissioner | Daniel Peters |
| Street Commissioner | Daniel Peters |
| Garbage Commissioner | Daniels Peters |
| MS4 Liaison | Daniel Peters |
| Buildings Commissioner | John Burweger |
| Metro North Parking Liaison | Earl Slocum |
| Metro North Contract Liaison | Robert Liffland |
| Employee Liaison | John Burweger |
| Pathway Liaison | Earl Slocum |
| Village Green Liaison | Robert Liffland and John Burweger |
| Police Commissioner | Robert Liffland |
| Street Lights Commissioner | Stan Mersand |

| | |
|---|--|
| Website Liaison | John Burweger |
| Village Historian | Drew Nicholson |
| Attorney | Daniels, Porco & Lusardi, LLP David E. Daniels |
| Engineer | Zarecki and Associates and John Kalin |
| ZBA | Gerald Locasio – 5 year term Michael Keupp – 4 Year Term Fred Feindel – 3 Year Term Nicholas Vorolieff – 2 Year Term Ann Hardemann – 1 Year Term |
| Planning Board | Vacancy – 5 year term Michael Grogan – 4 Year Term William Foscatto – 3 Year Term Mark Zarecki – 2 Year Term Michael Cerny – 1 Year Term |
| Eastern Putnam Dutchess Planning Alliance Liaison | John Burweger and Daniel Peters |
| Town Board Liaison | Robert Liffland and Earl Slocum |
| School Board Liaison | John Burweger and Stan Mersand |
| Master Plan Update | Board of Trustees |
| Planning and Zoning Board of Appeals Liaison | Stan Mersand, Earl Slocum and John Burweger |
| Budget Officer | Robert Liffland |
| Parking Liaisons | Earl Slocum and Daniel Peters |
| Economic Development Liaisons: Chamber of Commerce, Harlem Valley Partnership, Merchant's Association and Economic Development Committee | Village Board |
| Pawling Stakeholders Committee | Village Board & James Greges |
| Grants | Village Board |
| Acting Village Justice | Gayle Zelazny |
| Newspapers | Poughkeepsie Journal |
| Board Meeting | 1 st & 3 rd Mondays of every month at 7:00 P.M. |
| Workshop to follow 2 nd Board Meeting | 3 rd Monday of every month at 7:00 P.M. |
| Pawling Joint Sewer Commission Meeting | 2 nd Thursday of every month at 7:00 P.M. |

MOTION by Trustee Peters to accept Mayor Liffland's appointments as presented. **SECONDED** by Trustee Slocum. There was no discussion; all were in favor and the motion carried.

MOTION by Trustee Peters to schedule the next organizational meeting for December 5, 2016.
SECONDED by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

ADVANCE APPROVAL OF CLAIMS

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and
WHEREAS all such claims shall be presented at the next regular meeting for audit, and
WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Advance Approval of Claims. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

MILEAGE REIMBURSEMENT

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 57.5 cents per mile.

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Mileage Allowance. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

ATTENDANCE AT SCHOOLS & CONFERENCES

WHEREAS there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the NYS Society of Finance Officers Meetings and NYS City and Village Clerks Association; d) the International Institute of Municipal Clerks School.

WHEREAS it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are hereby authorized to attend the following schools:

| | |
|----------------|---|
| Village Clerk- | NYCOM Fall Training School |
| | IIMC Municipal Clerks meetings and school |
| | NYS City and Village Clerks Association |
| | Others to be determined with board approval |

Treasurer- NYS Municipal Finance Officers Associations
NYCOM Fall Training School
Others to be determined with board approval

Highway Dept- to be determined with Board approval.
Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Attendance at Schools and Conferences.
SECONDED by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

DESIGNATION OF DEPOSITORIES

WHEREAS the Board of Trustees has determined that Village Law 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees does hereby designate the following institutions as depositories of all moneys received by the Village Treasurer, Clerk, and Receiver of Taxes.

Names of Institutions: Key Bank
M&T Bank
PCSB

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Designation of Depositories. **SECONDED** by Trustee Burweger. There was no further discussion; all were in favor and the motion carried.

MOTION by Trustee Peters to accept the Procurement Policy as presented. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

MOTION by Trustee Mersand to close the Organizational Meeting at 7:03 P.M. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

Village Clerk