

DATE OF MEETING: December 5, 2016 – Organizational Meeting

PLACE OF MEETING: Village Hall, Pawling, New York

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

The Organizational Meeting was called to order at 7:01 P.M. with the Pledge of Allegiance.

Mayor Liffland made the following appointments:

Deputy Mayor	Stan Mersand
Village Historian	Drew Nicholson – 2 Year Term
ZBA	Ann Hardeman – 5 Year Term Lou Musella – 4 year term
Planning Board	Michael Cerny – 5 Year Term Sean Dalrymple – 1 Year Term
Associate Village Justice	Gayle Zelazny – 1 Year Term
Newspapers	Poughkeepsie Journal

**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 Mersand to schedule the next organizational meeting for December 4, 2017. **SECONDED** by Trustee Slocum. There was no discussion; all were in favor and the motion carried.

**MOTION** by Trustee Mersand to approve the Meeting Schedule for 2017. **SECONDED** by Trustee Slocum. There was no discussion; all were in favor and the motion carried.

January 3, 2017  
February 6, 2017  
March 6, 2017  
April 3, 2017  
May 1, 2017  
June 5, 2017  
July 3, 2017  
August 7, 2017  
September 5, 2017  
October 2, 2017  
November 6, 2017  
December 4, 2017

January 17, 2017  
February 21, 2017  
March 20, 2017  
April 17, 2017  
May 15, 2017  
June 19, 2017  
July 17, 2017  
August 21, 2017  
September 18, 2017  
October 16, 2017  
November 20, 2017  
December 18, 2017

#### 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 Slocum. 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 54 cents per mile.

**Section 2.** That this resolution shall take effect immediately.

**MOTION** by Trustee Slocum to approve the resolution for Mileage Allowance. **SECONDED** by Peters 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
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Treasurer-	NYS Municipal Finance Officers Associations NYCOM Fall Training School Others to be determined with board approval
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Highway Dept-	to be determined with Board approval.
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**Section 2.** That this resolution shall take effect immediately.

**MOTION** by Trustee Mersand to approve the resolution for Attendance at Schools and Conferences. **SECONDED** by Trustee Slocum. 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 Mersand to approve the resolution for Designation of Depositories. **SECONDED** by Trustee Slocum. There was no further discussion; all were in favor and the motion carried.

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

**MOTION** by Trustee Mersand to close the Organizational Meeting at 7:06 P.M. **SECONDED** by Trustee Burweiger. There was no discussion; all were in favor and the motion carried.

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Village Clerk