

**AGENDA**  
**ORGANIZATIONAL MEETING**  
**JANUARY 5, 2011**  
**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

**Bookkeeper**-Marcy Crandall

4. Supervisor's Committee Appointments:

**Audit:** Deputy Supervisor Underhill, Councilman Lang, Councilwoman Michalak, Councilman Gerace, Deputy Highway Superintendent Lichtenthal

**Water/Sewer:** Councilman Lang, Town Engineer Steve Mountain, Supervisor Post

**Buildings & Grounds:** Councilman Gerace, Deputy Highway Superintendent Lichtenthal, Supervisor Post, Town Engineer Steve Mountain

**Parks & Recreation:** Councilman Gerace, Councilwoman Michalak, Town Engineer Steve Mountain

**Video:** Councilwoman Michalak

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

**Court:** Councilman Lang, Supervisor Post

**Housing Initiatives:** Councilwoman Michalak

**Transfer Station:** Councilman Lang, Deputy Highway Superintendent Lichtenthal

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

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

C. Resolutions:

1. General Organizational Resolution

2. Adoption of Salaries for 2011

3. Resolution Establishing Workday for Elected & Appointed Officials

4. Establishing Rules of Procedure of the Batavia Town Board for 2011

5. Policy Concerning Public Participation at Town Board Meetings

6. Designation of Official Depository

7. Approval of Official Blanket Undertaking

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. Authorizing Appointment of Attorney for the Town

13. Authorizing Consulting Services Authorizing

14. Appointment of Town Prosecutor

15. Video Taping

16. Payroll Schedule for 2011

17. Establish Holiday Schedule for 2011
18. Appointment to the Planning Board
19. Appointment to the Zoning Board of Appeals
20. Appointment to the Planning– Alternate Member
21. Appointment to the Zoning Board of Appeals-Alternate Member
22. Appointment of the Board of Ethics
23. Establishment of Code Enforcement Officer Position
24. Appointment of Code Enforcement Officer
25. Appointment of Clerk
26. Appointment to Assessment Board of Review
27. Appointment to Assessment Board of Review-Unexpired Term
28. Appointment of the Highway Superintendent

C. Adjournment