

**AGENDA  
ORGANIZATIONAL MEETING  
JANUARY 6, 2021  
7:00 P.M.**

**Because of the Novel Corona virus (COVID-19) Pandemic and the State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order suspending the Open Meeting Law, the Town of Batavia Town Board meeting will be held electronically via ZOOM video conference/call conference instead of a public meeting open for the public to attend in person. Minutes of the meeting will be posted on the Town of Batavia Website Town Board Page.**

<https://zoom.us/j/95579697089?pwd=NW0rUFI2cEhTYXkwaU9WSTdFN0pxZz09>  
1-646-558-8656 US (New York)  
Meeting ID: 955 7969 7089  
Passcode: 567851

**A. Calling the Meeting to Order:**

1. Pledge to the Flag

2. Roll Call

3. Supervisor's Appointments:

**Deputy Supervisor**-Daniel Underhill

**Secretary to the Supervisor**- Hiedi Librock

**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:** Councilman Zambito

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

**Court:** Deputy Supervisor Underhill, Councilman Zambito

**Housing Initiatives:** Councilwoman Michalak

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

**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 2021- General and Office Administration
3. Adoption of Salaries for 2021- Planning Board and Zoning Board of Appeals
4. Adoption of Salaries for 2021- Highway and Water/Wastewater
5. Resolution Establishing Workday for Elected & Appointed Officials
6. Establishing Rules of Procedure of the Batavia Town Board for 2021
7. Policy Concerning Public Participation at Town Board Meetings
8. Designation of Official Depository
9. Approval of Official Undertaking of Municipal Officials
10. Authorization of Petty Cash
11. Authorization for the Supervisor to Pay Certain Claims Prior to Audit
12. Agreement for the Expenditure of Highway Moneys
13. Applications for Appointments in the Town of Batavia
14. Payroll Schedule for 2021
15. Authorizing Consulting Services
16. Video Taping
17. Establish Holiday Schedule for 2021
18. Appointment to the Planning Board – Kathy Jasinski
19. Appointment to the Zoning Board of Appeals- Michael Pullinzi
20. Appointment to the Zoning Board of Appeals- Alternate Member Keith Boeheim
21. Appointment of Attorney for the Town
22. Appointment of Prosecutor for the Town
23. Investment Policy- Reviewed
24. Procurement Policy- Reviewed
25. Fair Housing Policy- Reviewed

#### C. Adjournment