

TOWN BOARD  
Organizational Meeting  
January 8, 2020

The organizational meeting of the Oneonta Town Board was held on January 8, 2020 with the following members present:

Supervisor: Robert T. Wood  
Councilman: Brett Holleran  
Councilwoman: Patricia Jacob  
Councilman: Randal Mowers  
Councilwoman: Patricia Riddell Kent  
Town Clerk: Sara Robinson

Motion was made by Jacob, seconded by Riddell Kent to make the following appointments:

a. Attorney for the town	Robert Panasci
b. Attorney for the Zoning Board of Appeals	Robert Panasci
c. Clerk for the planning board	Wendy Cleaveland
d. Clerk for the zoning board of appeals	Laura Sause
e. Chairman of the Planning Board	Joe Camarata
f. Member of Planning Board (term exp. 12/31/26)	Jenny Koehn
g. Chairman of the Zoning Board of Appeals	Douglas Cannistra
h. Member of the zoning board (term exp. 12/31/24)	Douglas Cannistra
i. Chairman Board of Assessment Review	Donna Null
j. Member of the BAR (term exp. 09/30/24)	John Pecora
k. Registrar of Vital Statistics	Sara Robinson

VOTE – Ayes 5, Nays 0 Motion Carried

Motion was made by Jacob, seconded by Riddell Kent to adopt the following resolutions:

- Resolution that the highway superintendent be permitted to spend up to \$1500 monthly without prior town board approval.
- Resolution that the town board meetings be held on the second Wednesday of each month at 7:00pm at the Town Hall West Oneonta.
- Resolution designating the following banks as official town depositories for town and improvement district funds: Community Bank, Bank of Cooperstown and NYCLASS.
- Resolution, authorizing the following petit cash funds:

a. Town Clerk	\$100.00
b. Highway Superintendent	\$ 50.00
c. Court Clerk	\$100.00
d. Sewer & Water Administrator	\$ 50.00
e. Code Office	\$100.00
f. Tax Collector	\$100.00

VOTE – Ayes 5, Nays 0 Motion Carried

Motion was made by Mowers, seconded by Jacob to adopt the following resolutions:

- Resolution setting the mileage reimbursement rate at 58 cents per mile.
- Resolution designating the Daily Star as the official newspaper of the Town of Oneonta.
- Resolution designating the following as official town holidays:  
New Year's Day, Martin Luther King Day (observed), federal presidential Holiday in February (observed), Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day Thanksgiving Day and the Friday immediately following Thanksgiving Day and Christmas Day.

The Highway Department shall observe Good Friday in lieu of Martin Luther King's birthday and individual birthdays of employees in lieu of Veterans Day. Any of the designated holidays/birthdays falling on a Saturday shall be observed on the Friday immediately preceding the Saturday holiday: holidays falling on a Sunday shall be observed on the Monday following the holiday.

- Resolution to authorize Robert T Wood to enter into and execute funds, transfers and/or ACH agreements at Community Bank, Bank of Cooperstown and NYCLASS.
- Resolution authorizing Supervisor to submit to the Town Clerk a copy of his/her Annual Report to the State Comptroller and directing the Town Clerk to cause a notice to be published within ten (10) days after receipt of said report in the official newspaper of the Town that a copy of such report is on file and available for inspection in the Town Clerk's office.

VOTE – Ayes 5, Nays 0            Motion Carried

Motion was made by Mowers, seconded by Riddell Kent to adopt the following resolutions:

- Resolution authorizing the payment of utility bills, Town real property tax bills and postage prior to audit pursuant to Town Law section 118(2).
- Resolution adopting the Work Place Violence policy of the Town of Oneonta.
- Resolution adopting the Sexual Harassment Policy of the Town of Oneonta.
- Resolution adopting the Investment Policy of the Town of Oneonta.
- Resolution adopting the Procurement Policy of the Town of Oneonta.
- Resolution, adopting wage and salary schedule (attached) pursuant to 2020 budget.
- Designation of Robert Wood as voting delegate to attend the 2020 Training School and Annual Meeting of the Association of Towns in NYC from February 16-19, 2020.
- Approve contract with the Susquehanna Animal Shelter for 2020.
- Resolution to adopt the amended fee schedule for 2020.

- Committee Assignments attached.  
VOTE – Ayes 5, Nays 0            Motion Carried

Audit of Books – The Town Board conducted the 2019 annual audit of the town departments’ dockets, ledgers and books, pursuant to Section 62(1) of Town Law on January 8, 2020 at 4:00pm.

Respectfully submitted,

Sara Robinson  
Town Clerk