

# **Town of North East Millerton, New York**

## **Town Board**

### **Agenda**

#### **Organizational Meeting for the Year 2022**

**Monday, January 3, 2022, 5:00 P.M.**

**NorthEast-Millerton Library Annex, 28 Century Blvd., Millerton**

- 1. Call to Order**
- 2. Acceptance of agenda**
- 3. Supervisor's Welcome**
- 4. Appointment of Deputy Supervisor by Supervisor**
- 5. Designate regular meeting times and place**
  - Set monthly business meeting**
  - Adoption of official meeting schedule**
- 6. Designation of official depositories**
- 7. Designation of official newspapers**
- 8. Appointment of legal counsel**
  - Appoint Attorney for the Town**
  - Authorize Supervisor to secure services**
- 9. Authorize Supervisor to secure engineering services**
- 10. Appointment of accounting services**
  - Appointment of accounting services provider**
  - Authorize Supervisor to secure services.**

11. **Resolution to authorize Supervisor to appoint a Bookkeeper**  
**-Appointment by Supervisor**
12. **Resolution to authorize Supervisor to appoint a Budget Officer**  
**-Appointment by Supervisor**
13. **Appointment of Assessor's Aide**
14. **Appointment of Real Property Data Lister**
15. **Appointment of Secretary to Planning Board**
16. **Appointment of Secretary to Building Department**
17. **Appointment of Secretary to the Zoning Board of Appeals**
18. **Appointment of Clerk to the Justices**
19. **Appointment of Building Inspector/Code Enforcement Officers**  
**-Appointment of Building Inspector/CEO**  
**for administrative and zoning matters**  
**-Appointment of Deputy Building Inspector/CEO**  
**for building/fire inspections and field work**
20. **Appointment of Deputy Town Clerk**  
**-Deputy Town Clerk (for office assistance)**  
**-Deputy Town Clerk (for tax collection)**
21. **Appointment of Registrar of Vital Statistics**  
**-Appointment of Registrar of Vital Statistics**  
**-Registrar's appointment of Deputy Registrar**
22. **Resolution designating the Town Clerk as the Records Management Officer**
23. **Resolution to adopt the Records Retention and Disposition Schedule for New York Local Government Records LGS-1**
24. **Appointment of Scan Clerk**
25. **Zoning Board Appointments**  
**-Appointment of Edith Greenwood for a term ending Dec. 31, 2026**

- Appointment of Julie Schroeder as Chairman and Edie Greenwood as Vice Chairman**
- 26. Planning Board Appointments**
  - Appointment of William Kish for a term ending December 31, 2028**
  - Appointment of Dale Culver as Chairman**
- 27. Ethics Committee Appointments**
  - Appointment of Lance Middlebrook for a term ending December 31, 2026**
- 28. Appointment of Highway Superintendent for a term ending 12/31/2023**
- 29. Appointment of Highway HMEO Foreman**  
**Appointment of Highway HMEO Assistant Foreman**
- 30. Appointment of Dog Control Officer**
- 31. Appointment of Historian**
- 32. Zoning Review Committee Appointments**
  - Appointment of Julie Schroeder for a term ending 6/11/2024**
  - Appointment of Edward Downey for a term ending 6/11/2024**
- 33. Appointment of Town Board Members to Committees**
- 34. Resolution to fix the salaries of all elected and appointed officers, and establish the wage rates for all other personnel.**
- 35. Authorize the Town Clerk to open competitive bids on public works or purchase contracts as required to be advertised.**
- 36. Establish mileage rates for Code Enforcement Officers, Dog Control Officer, Assessor and Real Property Data Lister for town business within the town, and for all officers or employees for town business outside the town.**
- 37. Appointment of Emergency Interim Successors by Supervisor.**
- 38. Authorization for appointed and elected officials to attend the NYS Association of Towns Annual Meeting, February 20-23, 2022.**
- 39. Designation of Delegate to Annual Meeting of the NYS Association of Towns**
- 40. Adoption of The North East Town Board Meetings: Rules of Procedure for 2022.**