

AGENDA FOR TOWN BOARD MEETING ON – March 13, 2018  
Official Meeting - 7:00 P.M.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: 3-minute limit per person

CONSENT AGENDA:

1 – Motion to accept the items of the Consent Agenda

- a. previous minutes – February 13, 2018
- b. presentation of the Town Clerk's report, tax receiver's report
- c. accept the Supervisor's report for February
- d. monthly departmental reports

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ECONOMIC DEVELOPMENT – Gary Orbaker–(Liaison with - Business Improvement District, Farm Bureau)  
Anthony Verno–(Liaison with - Chamber of Commerce)

FACILITIES - Mike Bixby–(Buildings & Grounds Maintenance, Cemeteries, Assessor's Office,  
Code Enforcement, Building Projects, Library Liaison)

- 1 – Discussion regarding television services for Town Departments
- 2 – Resolution to hire Knataitis Construction for the remodeling project in the Court Clerk's office at the Town Complex

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FINANCE – Anthony Verno–(Budget, Capital Planning, Investment & Insurance Policies, Expenditures,  
Board Meeting Structure and Follow-up,  
Gary Orbaker–(Budget, Investment and Insurance Policies)

- 1 – Motion to authorize the Town Supervisor to sign an administrative agreement with Benefit Resource Inc.

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PARKS AND RECREATION – Mike Bixby–(Liaison with - Park, Trails, Recreation Committee)  
Anthony Verno–(Liaison with Apple Blossom Committee, Senior Citizens)

PERSONNEL – Michael Bixby–(Contractual Relations, Employee Benefits)

- 1 – Motion to accept the resignation from Brian Plyter as a Water Dept. employee

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PLANNING – Nancy Gowan-Primary–(Liaison with Comprehensive Planning Committee, Planning Board,  
Zoning Board and WCSD)

- 1 – Motion to direct the deputy Town Clerk to advertise openings for alternates on the Planning Board

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PUBLIC SAFETY – Nancy Gowan–(Liaison with - Fire and Ambulance Service, Health and Safety Committee,  
Town Courts and Animal Control Officer and Emergency Planning)

PUBLIC SERVICES – Abram Moll–(Operation of Sewer, Water, Energy Conservation and Renewable Energy  
Projects)

Gary Orbaker–(Operation of Highway, Public Works Projects, Sidewalks and Drainage Council)

- 1 – Motion to advertise for Spring Clean-up and an electronic recycling event
- 2 – Motion to amend the sewer units at Cornwall Family Farm, LLC
- 3 – Motion to direct the Deputy Town Clerk to advertise to receive bids for the Water Treatment Plant Filter Upgrades, Contract #3 – Panels
- 4 – Motion to direct the Deputy Town Clerk to advertise to receive bids for the Water Treatment Plant Filter Upgrades, Contract #1 – General and Contract #2 – Electrical.
- 5 – Resolution to authorize the Superintendent of Highways to purchase a 2018 Caterpillar Loader for the Highway Dept.
- 6– Motion to authorize the Town Supervisor to sign a maintenance agreement with Potter HVAC & Metal Fab Inc
- 7 – Motion to direct the Deputy Town Clerk to advertise to receive applications for the Highway Dept.
- 8 – Motion to extend the watermain on Redman Road

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PUBLIC COMMENT

APPROVAL OF BILLS

ADJOURNMENT

(over)

GUIDELINES FOR PUBLIC PARTICIPATION DURING  
TOWN HALL MEETINGS

Town Board meetings are held to allow the Board to conduct town business. The meetings are held in public but are not public meetings. However, the Board invites public participation within the following guidelines.

1. Public participation will occur at the beginning and at the end of each Board meeting. The Board may determine other appropriate times for the public to participate.
2. The duration of public participation will be 3 minutes per person. Generally, each of the public participation periods will be 15 minutes in duration.
3. The Board retains the right to vary the practices for public participation at any given Town Board meeting.
4. In most instances, unless the matter is on the agenda or is of an emergency nature, the Board will not respond to public comments at the time provided. The matter may appear on future agendas – available at the Williamson Post Office, Town Clerk's office or on the Williamson Town Website ([www.town.williamson.ny.us](http://www.town.williamson.ny.us)) on Friday afternoon preceding Board Meetings.

I – Information  
D – Discussion  
M - Motion  
R - Resolution

Rules of Order for Public Hearing

The purpose of a hearing is for the Board to receive opinions and questions from members of the public with respect to a specified topic/law etc. Thus, you are asked to comply with the rules for conducting the hearing.

1. The chair will recognize person(s) to speak. Please wait until recognized by the chair.
2. Comments should be limited to the topic of the hearing. Comments about other issues can be made during "public comment" of a regular meeting.
3. Comments should be prefaced with your name and address. You are asked to be clear and concise in your presentation out of consideration for other persons wishing to speak.
4. A hearing is not a debate between private parties or with the Board. Rather, it is a time for the Board to hear view points. Thus, you are asked to address the Town Board. You are asked not to address other members of the public.
5. The Board will attempt to answer questions but may have to delay response if information is not available.