

Agenda  
Monday, April 7, 2025  
6:00 p.m.

**Call Meeting to order; Pledge of Allegiance**

**Approve Board Meeting Minutes – March 4, 2025**

**Budget Public Hearing:**

Clerk - Legal Notice on Budget Public Hearing  
Open Public Hearing  
Mayor DiLiberto Budget Comments

**Appointments**

Tax Collector  
Clerk-Treasurer  
Deputy-Clerk Treasurer  
Village Attorney  
Deputy-Mayor  
Court Clerk  
Police OIC  
Code Enforcement Officer  
Code Enforcement Officer  
Crossing Guard  
Recreation Chairperson  
Recreation Director  
Planning Board  
Board of Appeals  
Associate Village Justice  
Water & Street Working Foreman  
Registrar of Vital Statistics  
Deputy Registrar of Vital Statistics

**Assignments:**

Clerk-Treasurer Liaison  
Code Enforcement Liaison  
Department of Public Works Liaison  
Police Department Liaison  
Court Liaison  
Fire Commission Liaison  
Board of Appeals Liaison  
County Planning Board Liaison  
Town Board Liaison  
Planning Board Liaison  
Recreation Liaison  
MacKay Park Liaison

**Official Newspaper, Depositories, Mileage Reimbursements**

Livingston County Newspaper

Bank of Castile & Five Star Bank

Mileage reimbursement .70 per mile

**Approve Financial Officer**

Financial Officer to renew all CD's, payment of bonds, BANS, financial transactions and to prepay vouchers such as utilities, postage, insurance, if due before next meeting.

**Approve 2025-2026 Meeting Dates & Times**

May 6, 2025	6:00 p.m.
May 29, 2025	3:30 p.m.
June 3, 2025	4:00 p.m.
July 1, 2025	4:00 p.m.
August 5, 2025	4:00 p.m.
September 2, 2025	6:00 p.m.
October 7, 2025	6:00 p.m.
November 4, 2025	6:00 p.m.
December 2, 2025	6:00 p.m.
January 6, 2026	6:00 p.m.
February 3, 2026	6:00 p.m.
March 3, 2026	6:00 p.m.
April 6, 2026	6:00 p.m.

**Approve Employee Handbook and Policies**

2025 Employee Handbook

Code of Ethics

Capital Asset Control Policy

Cellular Phone Use Policy

Credit Card Policy

Drug Free Workplace Policy

Fund Balance Policy

Grievance Policy

Internet Use Policy

Investigation for Fraud & Impropriety Policy

Investment Policy

Naloxone Policy (Police only)

Police Reform & Reinvention Collaborative Process

Public Employer Health Emergency

Procurement Policy

Records Retention Policy

Sexual Harassment Policy

Workplace Violence Policy

Workplace Harassment Policy

Travel & Conference Policy  
Wire Transfer Policy (Clerk only)

## **Open Forum:**

## **Mayor & Trustee Report**

## **Department Reports**

### **Clerk-Treasurer Report**

#### **1) Budget Transfers:**

- a.** AA1410.100 DClerk Pers \$3,321.75 from AA1990.400 Contingent
- b.** AA8560.100 Shade/Tree Pers \$7,033 from AA5142.100 Snow Pers
- c.** AA7550.400 Celebrations \$573.20 from AA5142.100 Snow Pers
- d.** AA1325.200 Clerk Equip \$78.94 from AA1325.400 Clerk Contractual

#### **2) Budget Amendment:**

- a.** AA3089 State Grant \$2,115.75 & AA1110.400 Court Contractual
- b.** AA3910 State Aid Conservation Program \$1,505.60 & AA8560.400 Shade/Tree - reversal

### **Code Enforcement Report**

### **Court Report - JCAP Grant Resolution of acceptance**

### **DPW Report**

### **Police & SRO Report**

## **Old Business**

A.

## **New Business**

- A. Approve Bills paid
- B. Budget Transfers
- C. Water Bond Wire Transfer
- D. CMYBS use of parks
- E. Recreation summer hires
- F. IT annual contracts

## **Budget Public Hearing**

- A. Public Comment Period
- B. Close Public Hearing
- C. Vote & Resolution

## **Adjourn**