

**AGENDA / JANUARY 04, 2022 / TOWN BOARD MEETING - INCLUDING ANNUAL
ORGANIZATIONAL MEETING
TOWN OF CHESTER MUNICIPAL CENTER, 6307 STATE RTE. 9, CHESTERTOWN, 4:30PM**

DUE TO COVID-19 PANDEMIC AND NY ON PAUSE RESTRICTIONS, THE TOWN BOARD MEETING WILL BE AVAILABLE TO THE PUBLIC ON ZOOM AND A RECORDING OF THE MEETING WILL ALSO BE AVAILABLE FOR VIEWING. PUBLIC ACCESS WILL BE LIMITED IN THE TOWN MEETING ROOM DUE TO SOCIAL DISTANCING REQUIREMENTS.

Join Zoom Meeting

<https://us02web.zoom.us/j/83239760951>

Meeting ID: 832 3976 0951

One tap mobile

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Dial by your location

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Meeting ID: 832 3976 0951

Find your local number: <https://us02web.zoom.us/u/knKRuM4cr>

Call to Order

- Pledge of Allegiance

Organizational Meeting

- Open Organizational Meeting
 - Proceed with Agenda attached

PRIVILEGE OF THE FLOOR

RESOLUTIONS #1 - #13 of 2022

1. Designate dates, time, and location for Regular Town Board Meetings
Resolved: The Town Board will meet on the second Tuesday of each month at 7PM in the Town of Chester Municipal Center.
2. Designate Official Depositories
Resolved: Glens Falls National Bank shall be the Official Depository
3. Designate Official Newspapers
Resolved: The Post Star shall be the Official Newspaper
4. Set Mileage Allowance Rate
Resolved: The mileage allowance rate shall be the IRS set at 58.5 cents per mile when personal vehicles are used by Town Employees for official business.
5. Set Returned Check Charge
Resolved: The Returned Check Charge shall be \$20 per returned check.
6. Set investment of surplus funds policy
Resolved: The Supervisor is empowered to invest surplus funds to draw interest for the accounts from which the funds were drawn. Investments shall be made with federally insured banks doing business in NYS and other NYS authorized financial institutions.

7. Authorize Official Bonding of Town Officials
Resolved: Whereas, under Sec. 25 of Town Law, the Town Board is required to set the amounts of a Blanket Bond for Town Officers & Employees by Resolution, be it resolved, that the Town Board of the Town of Chester establishes the following limits of insurance: Public Employee dishonesty bond-per employee \$10,000.00 /Additional indemnity-specified positions: Town Supervisor \$ 110,000.00 / Bookkeeper \$60,000/ Court Clerk \$60,000 / Town Clerk - Tax Collector \$260,000
8. Authorize payment of claims prior to audit
Resolved: That authorization is given for payment of utilities, postage, and other similar expenses as the bills come in and previous to audit, by the Supervisor on recommendation of the Town Board.
9. Authorize Town Clerk to issue Fireworks Permits
Resolved: The Town Clerk is authorized to issue Firework Permits in accordance with Penal Law Section 405.05
10. Accept Town of Chester Procurement Policy
Resolved: Whereas, the TOWN OF CHESTER PROCUREMENT POLICY is to be reviewed and adopted each year and, whereas the policy was updated and adopted on August 9, 2016 and has been adopted by resolution each year thereafter, be it resolved, that the Town Board hereby adopts said Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law for 2022.
11. Approve Schedule of Appointments and Various Rates of Pay,
Resolved: to accept the 2022 Schedule of Appointments and Various Rates of Pay as presented in the attached document titled "Schedule A: 2022 Schedule of Appointments and Various Rates of Pay".
12. Designate Official Town Holidays
Resolved: Official Town Holidays will be observed as presented in the attached document titled "Schedule B: 2022 Official Town Holidays".
13. Designate Town Board Committees
Resolved: Town Board Committees are appointed as presented in the attached document titled "Schedule C: Town Board Committee List".