

- Adopt local law Building Code
- Schedule Year End Meeting Dec. 27 @ 4:00 pm and 2023 Organizational Meeting Jan. 3 @ 7:00 pm
- Public Hearing for RESTORE NY app Reed's Hotel rehab January 3, 2023 @ 6:55 pm
- Appoint SWAC rep for 2- year term 1/1/23-12/31/24 (Ed Raeder current rep)
- Sexual Harassment policy changes – add hotline # to Employee Handbook, policy and posters OR adopt Section 5 of the new policy
- Sewer pipe tapping equipment purchase from Flach's Heating & Plumbing \$400
- Amend employee handbook for Hwy Supt. boots \$150/year (not formally approved in Nov)
- ISD quote for central Server & backup storage (Annual fees: AV Software \$539.91; Server Backup \$1,188.00; Office 365 \$1,350.00. One Time Fee: extra workstation if needed \$1,299.99)
- Comprehensive Plan development services RFP – **none received re-advertise for RFP's**
- Standard Work Day reporting for Water Clerk
- Draft lease Verizon & Denver Water Tank property
- Friendly Neighbor Policy

► **OTHER INFO**

- Water Project cost updates distributed to Town Board
- Fire Inspection company needed for commercial property inspections
- Mandatory annual training status report distributed to Town Board (Harassment & Discrimination and Violence Prevention)
- Corrective Action Plan for Single Audit for year 2021 filed with Federal Audit Clearinghouse
- Scenic By-Way status report distributed to Town Board

AUDIT - approve abstract of bills

REMINDERS: Highway Contract expires 12/31/22

ARPA FUNDS	Rec'd to date	Pmt #1 \$117,673.06		
		Pmt #2 \$ 480.43		
		Pmt #3 \$118,153.49		
		TOTAL \$236,306.98		
Vendor	Description	Amount	Date Paid	Balance
Traffic Logix Corp.	Electronic Speed Signs & posts	\$24,845.00	7/11/22	\$211,461.98
William Walcutt	Pleasant Valley Stream Work	\$17,900.00	9/12/22	\$193,561.98
Roxbury Fire Dept.	Defibrillator Equipment	\$20,000.00	9/12/22	\$173,561.98
AED Superstore	Qty 4 – Defibrillator Machines	\$4,910.00	10/10/22	\$168,651.98
David Rainbird	Graphic Designer for DRI Grant app	\$3,000.00	10/10/22	\$165,651.98
Vecc Video	Video Services for DRI Grant	\$3,350.00	11/10/22	\$162,301.98

