

Village of Canton, New York

ANNUAL VILLAGE BOARD MEETING

Meeting Minutes: December 2, 2019

Board Present:

Michael Dalton, Mayor
Carol Pynchon, Trustee
Anna Sorensen, Trustee

Beth Larrabee, Trustee
Klaus Proemm, Trustee

Others Present:

Sally Noble, Clerk/Treasurer
Cara Adams, Deputy Clerk

Brien Hallahan, Superintendent

The Canton Village Board of Trustees Annual Organizational Meeting was held on December 2, 2019 at 5:00 PM in the Municipal Building Board Room.

Order of Business:

1. **Mayor Sworn In**- Clerk Noble swore in Michael Dalton as Mayor for a 4-year term.
2. **Trustees Sworn In**- Clerk Noble swore in Carol Pynchon as Trustee for a 4-year term.
Clerk Noble swore in Anna Sorensen as Trustee for a 4-year term.
3. **Appointments**
 - a. **Mayor Appointments** – Mayor Dalton announced Carol Pynchon as Deputy Mayor.
 - b. **Staff Appointments** – Trustee Pynchon made a motion to accept the staff appointments as presented, seconded by Trustee Proemm. All voted in favor. Motion carries.
 - c. **Board Appointments** – Trustee Proemm made a motion to accept the board appointments as presented, seconded by Trustee Sorensen. All voted in favor. Motion carries.
 - d. **Board Committee Appointments** – Mayor Dalton presented the Board Committee Appointments.
4. **Set Dates For Monthly Meetings** – The Board changed the March 16, 2019 meeting to March 23, 2019 due to scheduling conflicts.

Trustee Pynchon made a motion to accept the listed dates for monthly meetings, seconded by Trustee Proemm. All voted in favor. Motion carries.

5. Annual Resolutions

- a. **Designation of Official Newspaper** – Trustee Pynchon made a motion to adopt the resolution as presented, seconded by Trustee Proemm. All voted in favor. Motion carries.

- b. Depository of Village Funds** – Trustee Larrabee made a motion to adopt the resolution as presented, seconded by Trustee Proemm. All voted in favor. Motion carries.
- c. Bonds** – Trustee Pynchon made a motion to adopt the resolution as presented, seconded by Trustee Larrabee. All voted in favor. Motion Carries.
- d. Investment Policy** – Trustee Proemm made a motion to adopt the resolution as presented, seconded by Trustee Larrabee. All voted in favor. Motion carries.
- e. Advance Approval of Claims** – Trustee Pynchon made a motion to adopt the resolution as presented, seconded by Trustee Sorensen. All voted in favor. Motion carries.
- f. Mileage Allowance** – Trustee Larrabee made a motion to adopt the resolution as presented, seconded by Trustee Proemm. All voted in favor. Motion carries.
- g. Employee Travel Reimbursement Policy** - Trustee Sorensen made a motion to adopt the resolution as presented, seconded by Trustee Larrabee. All voted in favor. Motion carries.
- h. Attendance @ Professional Development Schools & Conferences** – Trustee Pynchon made a motion to adopt the resolution as presented, seconded by Trustee Proemm. All voted in favor. Motion carries.
- i. Review of the Procurement Policy** – Trustee Proemm made a motion to adopt the resolution as presented, seconded by Trustee Larrabee. All voted in favor. Motion carries.

Trustee Pynchon suggested to add the Ethics Law to be reviewed each year at the Organizational Meeting. The Board agreed to add it for next year.

Mayor Dalton asked the Board if they would like to attend the Mayor's Meeting on Thursday at Sergi's. Trustee Pynchon stated she would attend.

Trustee Pynchon made a motion to adjourn the meeting at 5:20pm. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

Respectfully submitted,

Cara Adams
Deputy Clerk