

**Tentative AGENDA  
TOWN BOARD MEETING  
FORT ANN, NEW YORK  
January 9, 2012**

**Pledge of Allegiance led by Supervisor Darlene Dumas**

- 1.0 Open Audit Session (6:30 PM)**
- 2.0 Open Regular Meeting (7:00 PM)**
  - 2.1 Open Organizational Meeting
  - 2.2 Close Organizational Meeting
  - 2.3 Review Minutes of the Last Town Board Meeting
  - 2.4 Authorize Payment of Bills
  - 2.5 Supervisor's Report
  - 2.6 Town Clerk's Report
- 3.0 Public Hearing:** No public hearing is scheduled for this meeting.
- 4.0 Public Comment**

*Public Comment is subject to the Privilege of the Floor Parameters.*
- 5.0 Reports from other Town Officials and Committees**
  - 5.1 Highway Superintendent
  - 5.2 Historian
- 6.0 Old Business**
- 7.0 New Business**
  - 7.1 Audit Meeting: Monday, January 16, 2012 at 7:00 PM.
- 8.0 Information**
- 9.0 Correspondence and Miscellaneous**
  - 9.1 Supervisor's Appointments
  - 9.2 Town Clerk's Appointments
  - 9.3 Superintendent of Highway's Appointments
- 10.0 County Update**
  - 9.1 Supervisor's report
- 11.0 Public Discussion**

*Public Discussion is subject to the Privilege of the Floor Parameters.*
- 12.0 Executive Session (if needed)**
- 13.0 Adjourn**

\*\*\* Note: This Agenda is Subject to Change Without Notice \*\*\*

## **ORGANIZATIONAL MEETING RESOLUTIONS**

- 2012-001 Resolution Establishing Rules of Procedure
- 2012-001 Resolution Setting 2012 Town Board Meeting Schedule
- 2012-003 Resolution Authorizing Banking Transactions
- 2012-004 Resolution Authorizing Advance Approval of Claims
- 2012-005 Resolution Authorizing Supervisor to File Annual Financial Report in the Town Clerk's Office
- 2012-006 Resolution Designating Official Newspaper
- 2012-007 Resolution Establishing Mileage Allowance
- 2012-008 Resolution Delegating Duties to the Supervisor
- 2012-009 Resolution Establishing the Office of Deputy Town Supervisor
- 2012-010 Resolution Establishing the Office of the Deputy Town Highway Superintendent
- 2012-011 Resolution Appointing Registrar of Vital Statistics and Records Access Officer
- 2012-012 Resolution Appointing a Fort Ann Planning Board Member
- 2012-013 Resolution Appointing a Town Planning Board Chairman
- 2012-014 Resolution Concerning a Town Planning Board Secretary
- 2012-015 Resolution Authorizing the Town Supervisor to Designate a Confidential Secretary and a Bookkeeper
- 2012-016 Resolution Setting 2012 Salaries of Elected Officials and Highway Employees
- 2012-017 Resolution Authorizing Fire Protection Contracts
- 2012-018 Resolution Authorizing Contract and Payment with Penflex for Purposes of LOSAP Program for West Fort Ann and Pilot Knob Fire Districts
- 2012-019 Resolution Appointing Town Health Officer
- 2012-020 Resolution Approving Request for Proposal for Town Legal Counsel
- 2012-021 Resolution Appointing Request for Proposal for Professional Engineering Services
- 2012-022 Resolution Authorizing Official Undertaking

## **PRIVILEGE OF THE FLOOR PARAMETERS**

*In order to have an organized meeting of the Town Board and observe Open Government guidelines, the following Privilege of the Floor parameters shall be adhered to:*

### **Public Comment**

The Public Comment period of the Agenda shall be a period whereby the public may comment on items listed on the Agenda. This shall give the public an opportunity to convey their interests on items listed on the Agenda before the Town Board conducts business on the items. This period is not a back-and-forth discussion period between the Board and the public, but rather a period where the Board hears the public on Agenda items. A time limit of three minutes per speaker shall be allotted. This Public Comment period is a privilege during a public meeting and may be rescinded or restricted by the Supervisor at any time if it becomes unruly.

### **Public Hearing**

A Public Hearing is scheduled by the Town Board specifically to address a certain issue. Notice of Public Hearing shall be advertised in the official Town newspaper (which is normally The Post Star), the Town Website ([www.fortannfornow.com](http://www.fortannfornow.com)), and the Town Sign Board. Not all Town Board meetings shall have a Public Hearing slated on the Agenda. At this time, the public shall be “heard” without a back-and-forth discussion between the Board and the public. A time limit of three minutes per speaker shall be allotted.

### **Public Discussion**

The Public Discussion period of the Agenda shall be the period where the public may engage the Town Board in discussion on any of the above Agenda items or bring new items of discussion to the Town Board. A time limit of five minutes per speaker shall be allotted. This Public Discussion period is a privilege during a public meeting and may be rescinded or restricted by the Supervisor at any time if it becomes unruly.

*In order to speak during a Public Comment, Public Hearing or Public Discussion period, a speaker must first be recognized by the Supervisor. The speaker shall then have the floor while speaking. No interruptions or heckling or breakdown into verbal chaos shall be tolerated. If needed, in order to maintain control, the Supervisor may immediately adjourn the meeting.*