

AGENDA
Town of North Castle
Town Board
Organizational Meeting
Town Hall
15 Bedford Road
Armonk, New York
January 11, 2017
7:30 p.m.

1. Authorize the continuation of all depositories and accounts of the Town as heretofore established in the prior fiscal year;
Designating Depositories for the Town of North Castle Funds are as follows:
 - a. J.P. Morgan Chase Bank, White Plains, NY
 - b. Wells Fargo, Armonk, NY
 - c. Signature Bank, New Rochelle, NY
2. Authorize and direct that payment from all Town accounts be made by checks using facsimile signatures of the Supervisor and the Town Clerk. The exception should be noted that the Town Clerk and the Town Justices are authorized to continue their own accounts.

3. Appointments:

Deputy Town Supervisor Stephen D'Angelo	Pleasure of the Supervisor
Records Management Officer Town Clerk Alison Simon	Pleasure of the Town Board
Records Access Officer Town Clerk Alison Simon	Pleasure of the Town Board
Registrar of Vital Statistics Town Clerk Alison Simon	Pleasure of the Town Board
Deputy Town Clerk & Deputy Registrar Barbara Pesquera	Pleasure of the Town Clerk
Sub-Registrar Pending	Pleasure of the Town Clerk
Sub-Registrar Rita Ross	Pleasure of the Town Clerk
Liaison to the Board of Elections Town Clerk Alison Simon	Pleasure of the Town Board
Town Comptroller Pending	Pleasure of the Town Board
Town Co-Historians Sharon Tomback & North Castle Historical Society	Pleasure of the Town Board
Secretary to Zoning Board of Appeals Lori Zawacki	Pleasure of the Town Board
Secretary to Planning Board Valerie Desimone	Pleasure of the Town Board
Secretary to Architectural Review Board Lori Zawacki	Pleasure of the Town Board
Fire Prevention Inspector William Richardson	Pleasure of the Town Board
Engineering Consultants Kellard Sessions Consulting, P.C.	Contract with Town Board
Town Counsel Stephens Baroni Reilly & Lewis	Contract with Town Board
Deputy Tax Receiver Patricia Romero	Pleasure of the Tax Receiver
Confidential Secretary to Supervisor Mindy Berard	Pleasure of the Supervisor

4. Appointment of Liaisons to Departments, Boards & Committees by Supervisor Schiliro:

Police Department	Councilman D'Angelo & Councilman Reiter
Highway Department	Councilman Reiter
Building Department	Councilman DiGiacinto
Fire Departments:	
1. Armonk	Councilman Reiter
2. Banksville	Councilman Berra
3. North White Plains	Councilman DiGiacinto
Library Liaison	Councilman DiGiacinto
Personnel	Councilman D'Angelo & Administrator Goldberg
Planning Board	Councilman DiGiacinto
Recreation & Parks Department	Councilman D'Angelo
Water & Sewer Department	Councilman D'Angelo
Intergovernmental Affairs	Supervisor Schiliro
School Board Liaisons	Supervisor Schiliro & Councilman Reiter
Architectural Review Board	Councilman DiGiacinto
Beautification Committee	Councilman DiGiacinto
Board of Ethics	Councilman D'Angelo
Budget & Financial Advisory Committee	Councilman D'Angelo
Chamber of Commerce	Councilman D'Angelo
Conservation Board	Councilman Berra
Communications Committee	Councilman TBD
Housing Board	Councilman DiGiacinto
Landmarks Preservation Committee	Councilman Berra
NC4 Liaison	Councilman Reiter
Open Space Committee	Councilman Berra
Real Estate Committee	Councilman Reiter
Recycling Committee	Councilman Berra
Safety/Risk Committee	Councilman Reiter

5. Authorize the continuation of Town's policy of placing legal notices in The Journal News
6. Authorize the continuation of policy of holding regular Town Board meetings on the second and fourth Wednesdays of each month at 7:30 p.m. with the exception of holidays that may conflict and unless otherwise determined by the Town Board.
7. Authorize the policy of paying 53.5 cents per mile for use of personal automobiles by Town employees involved in the performance of Town business with claims subject to the approval of the Town Board.
8. Authorize continuation of the Town's Vehicle Policy as adopted by the Town Board on February 13, 2013.
9. Authorize the continuation of the Town's Revised Purchase Order and Procurement Policy and as reviewed by the Town Board.
10. Authorize the continuation of the Town's Investment Policy as reviewed by the Town Board.
11. Authorize the Town's Master Fee Schedule for 2017.
12. Authorize the posting of the Town of North Castle Code of Ethics and Article 18 of General Municipal Law in each public building under the jurisdiction of the Town of North Castle.
13. Authorize the Town Comptroller, and in the absence of the town Comptroller authorize the Town Administrator, to make payment in advance of audit of claims for public utility

- services, postage, freight, and express charges when necessary. All such claims must be presented for the next regular Town Board meeting.
14. Ratify the 2017 Waste and Recycling Schedule.
 15. Authorize the Highway Department, Police Department, Recreation & Parks Department, Sewer & Water Department and Town Clerk to call for and receive bids for certain materials, supplies, equipment and services needed in those Departments.
 16. Authorize the General Foreman of the Highway department to purchase implements and tools required by the Highway Department in accordance with the Town Purchase Order and Procurement Policy.
 17. Authorize the Supervisor to pay 2017 salaries in installments on the following dates: January 6 and 20, February 3 and 17, March 3 and 17, March 31, April 14, and 28, May 12 and 26, June 9 and 23, July 7 and 21, August 4 and 18, September 1, 15, and 29, October 13 and 27, November 10 and 24, December 8, and 22.
 18. Elected officials shall maintain and submit time records in accordance with the guidelines established by the NYS Comptroller's Office.
 19. Authorize the Supervisor to use a Town issued charge card for payment of Town-related expenses.
 20. Authorize the Supervisor to sign the agreement between the Town of North Castle and Stephens, Baroni, Reilly & Lewis, LLP, for legal services in 2017.
 21. Authorize the Supervisor to sign the agreement between the Town of North Castle and Patrick Bliss, Esq. for legal services with regard to the Justice Court in 2017.
 22. Authorize the Supervisor to sign the agreement between the Town of North Castle and Kellard Engineering & Consulting, P.C., for engineering services in 2017.
 23. Authorize the Supervisor to sign the agreement between the Town of North Castle and Kellard Engineering & Consulting, P.C., for wetlands consultation services in 2017.
 24. Authorize the Supervisor to sign the agreement between the Town of North Castle and Keane & Beane, for legal services with regard to labor matters in 2017.
 25. Authorize the Supervisor to sign the agreement between Ambulance District No. 1 and the Valhalla Ambulance Corps for ambulance service in North White Plains for 2017.
 26. Authorize the Supervisor to sign the agreement between the Town of North Castle, on behalf of Fire Protection District No. 3, and Banksville Independent Fire Company for fire protection for 2017.
 27. Authorize the Supervisor to sign the agreement between the Town of North Castle, on behalf of Banksville Fire Protection District No. 3, and Fire District No. 2 for emergency ambulance service for 2017.
 28. Authorize the Supervisor to confirm the Hydrant Use Agreement for 2017, between Water District No. 1 of the Town of North Castle and North Castle South Fire District No. 1 for the period of January 1, 2015 - December 31, 2017.
 29. Authorize the Supervisor to sign the Hydrant Use Agreements with Water District No. 2, Water District No. 4, Water District No. 5 and Water District No. 7 of the Town of North Castle and Fire District No. 2 for the period of January 1, 2017 - December 31, 2017.

30. Authorize the Supervisor to sign the agreement between the Town of North Castle and Eleven Virginia Road Realty Corporation to lease commuter parking spaces for the period January 1, 2017 – December 31, 2018.
31. Authorize the Supervisor to sign the agreement with Board of Fire Commissioners, Armonk Fire Dist. No. 2, in which the Town advances Fire District taxes to the District in the amount of \$500,000 at an interest rate of 1%, for 2017.
32. Consider authorizing Supervisor to sign Inter-Municipal Agreement with the Town of Bedford to transfer tax assessment review cases when personal conflict is involved.