



Village of Webster Regular Meeting  
November 21, 2017, 7:30PM  
Community Meeting Hall, 29 South Avenue

## Scheduled Agenda

### PROCLAMATION

To honor Carol Klem as the Village Focus columnist, and her many contributions to the Village of Webster.

### PRESENTATION

Laura Landers from Freed Maxick to discuss Annual Update Document and Auditor's report relative to audit for the fiscal year ended May 31, 2017.

### PUBLIC COMMENTS

Comments and Questions to Village Board from the Audience

### VILLAGE BOARD BUSINESS

- 1a. Oath of Office for Heather Halstead, appointed as Village Clerk for a term ending on July 10, 2019.
1. Resolution to approve minutes: Village Board Meeting November 9, 2017
2. Resolution to approve claims and warrants
3. Resolution to pay Josette Amalfi severance pay through November 30, 2017 in the amount of \$3,130.57, in addition to her unused vacation pay in the amount of \$2,236.12, for a total of \$5,366.69.
4. Resolution for authorization for Heather Halstead to sign the letter of appointment of Peter Bertucci, on behalf of Paychex Insurance Agency, to be our Exclusive Insurance Broker with respect to our Medicare Advantage Health Insurance Plan.
5. Resolution to hire a consultant to assist the Village Clerk at \$20.00 per hour not to exceed \$120.00.
6. Discussion: Office structure/organizational chart (Section 6-1 of the policy manual)

#### **Attorney Office**

- Financial Statements for October 2017
- Budget Modifications and Transfers

#### **Code Enforcement**

- Building Report for October 2017

#### **Department of Public Works**

##### **Sewer Department**

Authorization for Travel and related expenses for Dan Bortle to attend Basic Laboratory Procedures Course at Morrisville, not to exceed \$745.50

### PUBLIC ANNOUNCEMENTS

1. Events: December 2, 2017 - Christmas in the Village  
Breakfast with Santa – 9:30 A.M. – 11:00 A.M. – Harmony House  
Santa – 3:30 P.M. – 5:45 P.M. – Village Hall  
Electric Parade – 6:00 P.M. – East Main Street
2. Next Meetings:  
Village Board Public Hearing – 12/04/2017  
Village Board Workshop – 12/05/2017  
Village Board Meeting – 12/14/2017  
Village Board Meeting – 12/28/2017

Subject To Change Without Notice