

**Open Meeting – Pledge of Allegiance**

**1. Appointments**

**2. Auditor- R.S. Abrams**

**3. Official Newspaper**

- Smithtown News (Primary)
- Newsday (Secondary)

**4. Designation of Depositories:**

- TD Bank
- NY Class
- Dime Bank
- FNBLI Bank

**5. Procedures for Calling Special Meetings**

- Method of giving notice to members of the Board of Trustees (e-mail, phones, fax)
- Method of giving notice to news media (e-mail, fax)
- Method of giving notice to public – posting on Village Bulletin Board and Village Web-Site

**6. Resolution Authorizing Execution of a Bond**

- Laura Winkeler, Deputy Village Clerk/Court Clerk (Collect Miscellaneous Receipts and Court Fines)
- Patricia Milano, Clerical Assistant (Collects Village Taxes)
- Patricia Mulderig, Village Clerk-Treasurer/ Administrator (Deposits Taxes and Other Receipts)
- Joseph Arico, Building Inspector & Code Enforcement Officer (Collects Building Fees)
- Brian Heinrichs, Deputy Building Inspector (Collects Building Fees)
- Barbara Trampel-Zulawski, Building Department Clerk (Collects Building Fees)
- Herta Walsh, Planning and ARB Secretary (Collects PB and Subdivision Fees)
- Dominick Alois, Superintendent of Highways (Collects Road Opening Permit Fees)
- Susan Cimino-McGarrigal (Collects ZBA Fees)

**7. Dates of BOT, PB, ARB and JCMC 2021/2022 Meetings**

**8. Procurement Policy**

**9. Investment Policy**

**10. Advance Approval of Claims**

- Public Utility Services (Telephone, Cable, Electricity, Gasoline for PD, FD, Highway, Water, Fuel Oil)
- Professional Organizations LIVCTA, NYCOM, NYS GFOA and SCVOA
- Postage
- Insurance for Health and Dental for NQPD, NQFD & BOT
- NYS Comptroller for Justice Court Fines
- Morpho Trust USA Inc. Identogo, Idemia (Finger Printing)
- NYS Insurance Fund- Worker's Compensation
- Suffolk County Water Authority Hydrants

**11. Mileage Allowance – IRS Mileage Rate**

**12. Attendance at Schools and Conferences – NYCOM, SCVOA, NYSGFOA, LIVCTA**

**13. Check Signing – Dual Signature over \$5,000.00**

**14. Retainer Agreements**

- Lamb & Barnosky
- Daniel Falasco

**15. Sexual Harassment Policy Female/Male Intake Persons**

16. Harassment & Discrimination Policy

17. Travel & Entertainment Policy

18. Length of Service Award Program

- Actuary -Sentinel Benefits & Financial Group
- Trustee BNB Financial/LPL Financial

19. Digital Network Technology Website Agreement

20. Computer Use Policy

21. Code Supplements

22. Suffolk County Police Rules & Procedures

23. Nissequogue Fire Department Non-Resident Members

24. Old/New Business

25. Executive Session

26. Adjourn