***Village of Alexandria Bay***

***Annual Meeting***

***December 4, 2023***

***4:00 pm***

**Oath of Office:** Mayor Putnam, Trustee Millett, Trustee Fulmer

**Pledge of Allegiance:**

**Call meeting to order:**

**Roll Call**: Trustee Caputo

 Trustee Demo

 Trustee Fulmer

 Trustee Millett

 Mayor Putnam

**Meeting Dates**: Second Tuesday of each month at 5:30 pm at the Municipal Complex, 110 Walton Street, Alexandria Bay, NY 13607.

**Payment of Bills:** payment in advance of audit when taking advantage of discounts and to avoid penalties.

**Payroll:** permission to pay payroll on weeks when there is no meeting.

**Mileage:** fixed rate of .585 cents per mile, IRS Rate

**Mayors Appointments:**

Deputy Clerk (1) year Erica Dest

Tax Collector (1) year Molly Briere

Village Clerk-Treasurer (2) year Molly Briere

Village Attorney (1) year James Burrows(Kendall, Walton & Burrows)

Jail Matron (1) year Molly Briere

Health Officer (1) year Cynthia Simpson

Deputy Mayor (1) year Sandra Caputo

Zoning Enforcement Officer: (1) Lee Shimel

Dog Control Officer (1) year Jan Martin

Project Administer: (1) year contract Municipal Solutions

Official Newspapers (1) year Thousand Islands Sun/Watertown Daily Times

Official Banks (1) year Watertown Municipal Savings and

Gouverneur Savings and Loan

**Zoning Board Appointments:**

**Planning Board Appointments:**

**Department Appointments:**

**Mayor Putman:** Chief Executive Officer, Police Department, Liaison to Town of Alexandria, Liaison between the Village of Alexandria Bay and The Chamber of Commerce and Public Utilities.

**Trustee Caputo:** Americans with disabilities Law Compliance, LWRP and Fire Department and Riverwalk & Deputy Mayor.

**Trustee Demo:** Golf Course, Pickleball and Tennis, Hearts for Youth, Thomson Playground, Macsherry Library and Gordon Courts.

**Trustee Fulmer:** Sewer & Water, Buildings, Scenic Park, Lifeguards and Docks.

**Trustee Millett:** Liaison between the Village of Alexandria Bay and ACS, DPW, Liaison between Village of Alexandria Bay and Zoning.

**Motion to Accept Positions**: **Motion by:** Trustee Millett, seconded by Trustee

Caputo.

**Roll Call Vote**:

Trustee Caputo-yes

Trustee Demo-yes

Trustee Fulmer-yes

Trustee Millett-yes

Mayor Putnam-yes

**Motion to Adjourn**: **Motion by:** Trustee Fulmer, seconded by Trustee Caputo, all

In favor, Motion carried.

***Molly Briere***

***Clerk-Treasurer***