Organizational Meeting, January 13, 2026

Date | *Time* 1/13/2026 6:30 PM| *Location* Town Hall

Meeting called by	Allison
Type of meeting	Organizational
Facilitator	Allison
Minute taker	Chelsea

Agenda Items

Topic	Presenter
☐ **Called to order**	Allison
☐ **Pledge of Allegiance**	Board
☐ **Public Comments**	Board
- WPBS – would like you to look over the request	
☐ (M) **Appointments:**	Board
Attorney: Case & Leader	
Budget Officer: Alicia Mera	
Confidential Secretary: Alicia Mera	
Cemetery Mower: Nick Houghton	
Cemetery Sexton: Jason Thomas	
Cleaner: Allison Houghton	
Code Enforcement: Larry Atkinson	
1st Deputy Tax Collector: Robin Thomas	
1st Deputy Registrar: Robin Thomas	
1st Deputy Town Clerk: Robin Thomas	
2nd Deputy Town Clerk: Terri Adams	
Dog Control Officer: Daniel Moyer	
Grave Digger: Mike French	
Historian: Chelsea Thomas	
Registrar: Chelsea Thomas	

Supervisor: Allison Houghton

Planning Board: Rhonda Perrigo, Chairperson

Planning Board: Timothy Hart

Planning Board: Michael Marchione

Bank: Community Bank NA

Newspaper: Watertown Daily Times

Other publication: Facebook and Bargain Hunter

☑ **Set Salaries**	Board
☑ **Review Policies**	Board
☑ **Code Enforcement**	Larry A
☑ **Clerk's Report**	Chelsea
☐ **Highway News**	Jerry
☐ **Supervisor's Report and Reconciled Bank Statement**	Allison
☐ **(M) Accept Minutes**	Board
☐ **New/Unfinished Business**	Board
-Set Date for Audit of Books (Justice, Town Clerk, & Tax Collector)	Board
	Board
- (M) NYS Mileage Reimbursement Rate set at 0.725/per mile	Board
- (M) Agreement to Spend Highway Funds/Holding agreement	Board
☐ **(M) Audit of Bills**	
☐ **Adjourn Meeting**	