

**TOWN OF SOUTHPORT**  
**TOWN BOARD**  
1139 Pennsylvania Avenue  
Elmira, NY 14904

You can join the meeting remotely by phone  
Call 1 (650) 479-3208  
Meeting number (access code) 2861 269 1781  
Meeting Password: Bb3Q9VHEPD3 (22379843 from phones)

AGENDA – January 7, 2025 – 8:00 a.m. – Organizational Meeting

1. Call Meeting to Order
2. Pledge of Allegiance
3. Moment of Silence

**RESOLUTIONS**

1. Electing Supervisor as Chairman of Town Board.
2. Certifying Supervisor as Fiscal Officer.
3. Designating Official Newspaper (Elmira Star-Gazette).
4. Fixing Time and Place for Regular Town Board Meetings (Second Tuesday at 6:00 p.m.).
5. Designating Depositories: Chemung Canal Trust Company; J.P. Morgan Chase Bank; Five Star; Community Bank, N.A., NYCLASS.
6. Establishing (\$100.00) Petty Cash Funds for Supervisor, Town Clerk, Receiver of Taxes, Town Justices, Building Inspector/Code Enforcement Officer, Director of Recreation.
7. Fixing Mileage Allowance for Town Officials and Employees.
8. Appointing Town Clerk as Receiver of Taxes and Assessments.
9. Authorizing Appointment of Deputies by Town Clerk (named at end of meeting).
10. Setting Pay for temporary clerical help (\$15.50 to \$19.68) per hour based on experience).
11. Authorizing Appointment of Deputy Superintendent of Highways by Highway Superintendent (named at end of meeting).
12. Fixing pay for Town Officers and Employees as per budget.
13. Fixing pay for Highway Employees per contract.
14. Providing Compensation for Members of Planning Board and Board of Appeals; Chairperson (\$55.00 per meeting), Vice Chairperson (\$50.00 per meeting), and Board Member (\$45.00 per meeting).
15. Authorizing Employment of Secretary to Planning Board (\$90.00 per meeting); Secretary to Board of Appeals (\$90.00 per meeting); Secretary to Cemetery Commission (\$65.00 per meeting); Secretary to Board of Assessment Review (\$100.00).
16. Setting Salaries of Members of Board of Assessment Review (\$105.00 for Grievance Day and \$52.50 per day or fraction of a day thereafter as needed).
17. Establishing Holidays for Certain Town Employees.
18. Directing Highway Superintendent to Prepare Town Highway Funds Agreement.

**RESOLUTIONS (continued):**

19. Approving Continuity of Government in the Event of a Disaster.
20. Authorizing amendment of the Local Emergency Plan for the Town of Southport.
21. Authorizing Advancement of funds (for conferences, conventions, and schools).
22. Appointing Joseph Roman as Affirmative Action Officer for the Town of Southport.
23. Authorizing Supervisor to make Temporary investments of Town funds during Fiscal Year 2025.
24. Appointing Jeffrey Judson as Right to Farm Committee Person for the Town of Southport.

**DISCUSSION**

1. Appointments for 2025.
2. Review of the Investment Policy.

**PUBLIC COMMENTS**

**(3-minute limit – one time per person)**

Agenda and minutes are available on the Town of Southport website [www.townofsouthport.com](http://www.townofsouthport.com)  
Complete descriptions of the above items are available for inspection at the Town of Southport  
Town Clerk's Office