

**TOWN OF FORESTPORT  
ORGANIZATIONAL MEETING- VIA ZOOM  
FORESTPORT TOWN HALL**

**January 5, 2021**

**MEMBERS PRESENT**

Councilwoman Abrial  
Councilwoman Kardash  
Councilman Scott  
Councilman Scouten  
Supervisor Entwistle

Tracy Terry, Town Clerk

**MEMBERS ABSENT**

**CALL TO ORDER:**

Supervisor Entwistle called the meeting to order at 6:44 pm with the Pledge of Allegiance. He thanked Bonnie LeBuis, the former Planning Board Secretary and Bill Riley, the previous Town Attorney for their years of service.

**LETTERS OF REAPPOINTMENT:**

Supervisor Entwistle read a letter of reappointment from Tyler Terry, of the Planning Board.

**APPOINTMENTS FOR 2021:**

A motion was made by Councilman Scott and seconded by Councilman Scouten to approve the list of 2021 appointments.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle – yes

New Appointed Officials:

Anthony Donatelli- Code Enforcement Officer  
Sandy Pasucci- Planning Board Secretary

**TOWN OF FORESTPORT PROCUREMENT POLICY:**

A motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to approve the Procurement Policy.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**TOWN OF FORESTPORT CREDIT CARD POLICY:**

A motion was made by Councilman Scott and seconded by Councilman Scouten to approve the Credit Card Policy.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**TOWN OF FORESTPORT INVESTMENT POLICY:**

A motion was made by Councilman Scouten and seconded by Councilman Scott to approve the Investment Policy.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**TOWN OF FORESTPORT CODE OF CONDUCT FOR PUBLIC MEETINGS:**

A motion was made by Councilman Scott and seconded by Councilwoman Kardash to approve the Code of Conduct.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**CODE OF ETHICS:**

A motion was made by Councilman Scouten and seconded by Councilman Scott to approve the Code of Ethics.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**GENERAL RULES:**

A motion was made by Councilwoman Kardash and seconded by Councilman Scott to approve the 2021 General Rules as presented.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**2021 OFFICIAL HOLIDAYS:**

A motion was made by Councilman Scouten and seconded by Councilwoman Abrial to approve the Official Holidays for 2021 as presented.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**TOWN BOARD MEETING DATES 2021:**

A motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to approve the 2021 Town Board meeting dates.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

**PLANNING BOARD MEETING DATES 2021:**

A motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to approve the 2021 Planning Board meeting dates.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle - yes

Supervisor Entwistle stated he and Tracy Terry, the Forestport Town Clerk had the Employee Handbook out and he said it is missing what applies to the Town when dealing with situations. He has downloaded a sample Employee Handbook and should have a draft copy of a new Employee Handbook for the February Meeting.

Councilman Scouten stated he was contacted by an individual. They were inquiring about a combination to a safe at the North lake Property, the Town sold. Supervisor Entwistle and Tracy Terry, the Town Clerk stated they would look into it.

Supervisor Entwistle let the Board know he would be making a post on the Forestport Community Facebook page, letting the Public know there was technical difficulties with the Broadcast beyond the Town Board's control. The Board stated they were ok with that.

**ADJOURNMENT:**

There being no further business, a motion was made by Councilwoman Kardash and seconded by Councilwoman Abrial to adjourn the meeting at 7:02 pm.

Councilman Scouten – yes  
Councilman Scott – yes  
Councilwoman Abrial- yes  
Councilwoman Kardash – yes  
Supervisor Entwistle – yes

Respectfully submitted,

Tracy M. Terry  
Forestport Town Clerk