

**TOWN OF HECTOR**  
**Year-end AUDIT MEETING**  
**2020 Re-organizational Meeting**  
**January 2, 2020**

- 1) Call to order at **7:00pm** followed by Pledge of Allegiance
- 2) Approval of Minutes – December 30,2019 (if completed)
- 3) 15 Minute Public Comment Period
- 4) Department Reports
  - Highway: Superintendent's Report
    - Appoint Highway Superintendent & Deputy Superintendent
    - Authorization to Rent Equipment, etc.
  - Water District: Superintendent's Report
    - Discussion regarding Water District Engineers
  - Code Enforcement: Officer's Report
    - Appoint Jason Santobianco as Code Enforcement Officer 2020
  - Smith Park:
  - Assessment:
  - Town Clerk/Tax Collector:
  - Supervisor:
    - Appoint Deputy Supervisor & Bookkeeper to the Supervisor
    - Committee Assignments
    - Authorize payments prior to audit
    - Appoint Attorney for the Town
    - Historian & Deputy Appointments
    - Designate Monthly Meeting Time & Place
    - Designate Depository for Town Funds
    - Designate Official Paper for the Town
    - Appoint Local Health Officer (Dr. Winkler) 4-year term
    - Set date for Annual Financial Audit Meeting
- 6) Miscellaneous/Correspondence
- 7) Others/Etc.
- 8) Adjourn