

**TOWN OF HECTOR
REGULAR AUDIT MEETING
June 9, 2020**

Due to Coronavirus Restrictions, no members of the public are allowed to attend.

Questions relating to any of the following agenda items may be submitted via email
no later than 4pm on April 14th to: townclerk@hectorny.us

Board members will meet via Zoom in order to comply with social distancing; meeting will be
recorded and posted on Town Web Site after the meeting.

- 1) Call to order at 7:00pm followed by Pledge of Allegiance
- 2) Approval of Minutes – May 12, 2020
- 3) Approval of Budget Amendments/Journal Entries
Audit and Approval of Bills to be Paid
- 4) 2020 Census – Jennifer Karius
- 5) Department Reports

Highway: Superintendent's Report

- CHIPs Funding?

Code Enforcement: Code Officer's Report

Water District: Superintendent's Report

- Water Extension – Burdett South
- Cross Connection/Backflow Prevention Regulations

Smith Park: Manager's Report

- Authorize reservation refund
- Appoint Lifeguard/Laborer
- Quote for Park Office Funding Application

Assessment: Assessor's Report

Zoning Commission: Release of Draft Zoning Law

Town Clerk/Tax Collector/Court Clerk: Monthly Report

Supervisor:

- Health Insurance – Tompkins Consortium
- Committee Reports

- 6) Miscellaneous/Correspondence/Other
- 7) Adjourn

Backup documents are available for viewing at the Town Hall during office hours for free; copies are \$.25 per page.

Monthly Town Board Meeting 101

- Approval of minutes of prior meeting(s)
- Budget Summary
 - Fiscal year runs Jan 1 -December 31
 - Budget process begins at the end of September- with approval in November
 - Adoption of Budget sets tax rate for January of the next year
 - Budget codes are standardized statewide
 - Line item changes happen regularly and must be approved by the board

NYS Government Funds by Code

Code	Fund Name	Special districts
A	General Town Wide	SW water district
B	General Part Town	SF fire district
DA	Highway Town Wide	SM ambulance
DB	Highway Part Town	

Town Wide includes all of the Town of Hector *including* the Village of Burdett

Part Town includes all of the Town of Hector *except* the Village of Burdett

- Board approves all bills to be paid monthly
- Department heads give monthly reports
- Other business is discussed as it comes up