

**TOWN OF ELBA
ORGANIZATIONAL MEETING
Thursday, January 2, 2025 –12:00 PM**

Call Meeting to Order

- Pledge to the Flag

MOTIONS

- Salary Schedule
- Appointments
- Conditions

RESOLUTIONS

- 1-2025 General Organization
- 2-2025 Designation of Official Depository

RESOLUTION NO. 1-2025:

GENERAL ORGANIZATION

RESOLVED, that the following rates, hours, schedules, and conditions be and hereby are established for the one year term beginning January 1, 2025 and ending December 31, 2025;

- a. The schedule of Regular/Official meeting of the Elba Town Board shall be the second (2nd) Thursday of each month, beginning at 7:00 p.m. except for the January meeting which will take place January 2, 2025 and the February meeting which will take place February 6, 2025. Such regular meetings shall be held at the Elba Town Hall, 7133 Oak Orchard Road, Elba, NY.
- b. The Planning Board meetings shall be the third (3rd) Thursday of each month, beginning at 7:00 p.m. The meetings shall be held at the Elba Town Hall, 7133 Oak Orchard Road, Elba, NY.
- c. The Zoning Board of Appeals meetings shall be the first (1st) Monday of each month, beginning at 7:00 p.m. except for the September meeting that will take place September 8th and shall be held at the Elba Town Hall, 7133 Oak Orchard Road, Elba, N.Y.
- d. Office hours at the Town Hall are hereby set Monday through Friday 8:00 a.m.- 4:00 p.m., January 2 – January 31, 2025, and Monday through Thursday 8:00 a.m.-12:00 p.m. and 12:30 p.m. - 4:00 p.m., February 1 – December 31, 2025, except recognized holidays.
- e. The Daily News (Batavia) is hereby designated as the Town’s official newspaper.
- f. Mileage reimbursement rate for the use of a private vehicle in the conduct of official Town business shall be \$.70 per mile (2025 IRS).

RESOLUTION NO. 2-2025:

DESIGNATION OF OFFICIAL DEPOSITORY

RESOLVED, that the Elba Town Board hereby designates the following as the official depository of the Town of Elba for all operational accounts:

M&T – Batavia and Oakfield, New York

ADJOURNMENT