

TOWN OF SCHROON
ORGANIZATIONAL MEETING

January 3, 2013 – 6 PM

AGENDA

- PLEDGE TO THE FLAG
 - PUBLIC PARTICIPATION
 - MINUTES
 - VOUCHERS
 - RESOLUTIONS
-
1. Day and time of the monthly Town Board meeting shall be the second Monday of each month at 6 PM unless otherwise advertised.
 2. Legal Newspaper - Times of Ti, Daily Glens Falls Post Star & Press Republican
 3. Official Depository - Glens Falls National Bank & any other NYS bank for investments
 4. Sewer and Water Tax Collector – Patty Savarie
 5. Auto expenses for Town employees \$.445 per mile
 6. Budget Officer – Chris Stone
 7. Health Officer-HHHN-Hourly as needed – MD not required
 8. Register of Vital Statistics – Patty Savarie - Deputies – Betsy Calhoun & Denise Paradis
 9. Deputy Clerk of conservation licenses – Betsy Calhoun & Denise Paradis
 10. Maximum of \$1000 for small tools and implements for Highway Department without prior Town Board approval

11. Legal Holidays for Town employees - New Years Day, Martin Luther King Jr. Day, Presidents' Day, Good Friday*, Memorial Day, Independence Day, Labor Day, Columbus Day, General Election Day, Veteran's Day, Thanksgiving Day and Friday after, and Christmas Day (Day after only if it falls on a scheduled workday. (*Transfer Station employees will observe Easter Sunday as a holiday in lieu of the Good Friday holiday)
12. Deputy Supervisor - Roger Friedman \$1000/Ann.
13. Deputy Highway Superintendent – Roger Mahler - \$1500/Ann.
14. Secretary to the Supervisor-\$15.02 per hr.
15. Salaries of elected officials as budgeted and advertised
16. Salaries for HEO's: Roger Mahler - \$18.12 per hr.; Don Fish - \$14.03 per hr.; Gordon Graves - \$17.43 per hr.; Richard McCray - \$14.03 per hr.; Paul Bessey - \$15.99 per hr.; and Wayne Welch - \$14.03/Hr. HEO's: Brent Dezalia -\$15.68/Hr Auto Mechanic per hr.; Lance Gould - \$17.43 /Hr MEO.; LABORERS as follows: Joe Flores - \$10.08 per hr. , Timothy Mahler- \$10.08/Hr and Ethan Tyrrell \$10.08/Hr.
17. Department head salaries – Water – David Clark \$20.71/Hr & Sewer – James Roblee \$20.37/Hr
18. Town Clerk hours - 10AM to 2 PM – Mon - Fri
19. Public Information Officer - Town Clerk
20. Chairman of Board of Assessors – Richard Schoenstadt
21. Chairman of Planning Board – Vacant, Re-appointment committee members
Larry Phillips – 12/31/17
22. Re-appoint Chairman of Zoning Board of Appeals – Robert Claus – Temporary Chair- 12/31/12, Committee members- Shawn Baker – 12/31/17, Guy William – Alternate -12/31/17
23. Set Hourly Rate for Chairman of Board of Assessment Review - \$10.00 per hr. and mileage \$.445
24. Chairman of Youth Commission - \$2000/Ann.
25. Appoint Tina Armstrong Youth Coordinator - \$1500/Ann.
26. Town Attorney to be retained as needed - Vacant

27. Renew contract with Senior Citizens - \$13,150 Rec. & Soc. Program
28. Dog Warden - \$800 plus \$.445 per mile – Laurie Bruce
29. School Crossing Guard – Mallory Moses - \$9.03 per hr.
30. Building Inspector III – Jon Senecal
31. Approval of Chamber of Commerce Contract as budgeted - \$16,200.00
32. Approval of Ambulance Contract-\$45,000
33. Re-appointments to Revolving Loan Fund Committee – Douglas Mieras – 12-31-14; Roger Sachleben- 12-31-14 Alternate- Mary Egan – 12/31/14
34. Re-appointments to SL Park District Commissioners –
35. Approve attendance to Association of Towns Annual meeting in February with all actual and necessary expenditures being paid by the town. Voting delegate for Assn. of Towns Meeting – Roger Friedman – Alternate -

35. Resolution to use short form for advertising of Annual Report of fiscal affairs of the Town of Schroon
36. Town Historian – Gary Glebus - \$600
37. Resolution to pay bills to date and to pay utility bills when received during 2013
38. Petty cash fund for Town Justice - \$200, for Town Clerk - \$50, Golf Course (Seasonal) \$150.00
39. Renew Dog Control Contract with Dr. Mack
40. Accept Annual Historian Report
41. Accept Annual Justice Report
42. Accept Golf Course Annual Report
43. Accept Animal Control Officers' Report
44. Set copy fees at \$.25 for first 10, then \$.10 per copy
45. Set fax fees - \$.25 incoming - \$2.00 out-going
46. Accept Zoning/Septic/Bldg. codes report form Codes Enforcement Officer, Don Sage
47. Appoint Parade Chairperson – Kate Huston
48. Review Procurement Manual
49. Annual Accounting – Any Department collecting monies

50. Renew County & State Highway Work Permit
51. Approval of the Highway Superintendent's attendance to the Annual Highway School including the payment of necessary expenditures
52. Request from all departments a list of surplus, if any, equipment with a minimum bid – sold to highest bidder
53. Cemeteries – Catholic, Severance - \$400 for cemetery maintenance
54. Renew oil separator contract for Highway Garage floor drain system
55. Transfer Station Hours Fri-Tues 8:00-4:00 closed Wednesday and Thursday and Town Holidays excluding day after Thanksgiving
56. Discussion on the possible Dog Sled Races
57. Approval of Vouchers
 - ANY OTHER BUSINESS DEEMED NECESSARY BY THE BOARD
 - PUBLIC COMMENT