

TOWN OF SCHROON
ORGANIZATIONAL MEETING

January 5, 2015 – 6 PM

AGENDA

- CALL TO ORDER
 - PLEDGE TO THE FLAG
 - PUBLIC PARTICIPATION
 - 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. Clerk to the Supervisor-\$15.56 per hr.
15. Salaries of elected officials as budgeted and advertised
16. Salaries for HEO's: Roger Mahler - \$18.67 per hr.; Don Fish - \$14.58 per hr.; Gordon Graves - \$17.98 per hr.; Richard McCray - \$14.58 per hr.; Paul Bessey - \$16.54 per hr.; Wayne Welch - \$17.33/Hr; Joe Flores - \$ 14.58/Hr. Brent Dezalia -\$16.23/Hr Auto Mechanic; Lance Gould - \$17.98 /Hr MEO.; LABORERS as follows: Ethan Tyrrell \$10.63/Hr.
17. Department head salaries – Water – David Clark \$21.26/Hr & Sewer – James Roblee \$20.92/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 Re-appoint member of Planning Board – Jane Jenks
- 22Set Hourly Rate for Chairman of Board of Assessment Review - \$10.00 per hr. and mileage \$.445
- 23 Chairman of Youth Commission - \$2000/Ann.
- 24 Appoint Tina Armstrong Youth Coordinator - \$1500/Ann.
- 25 Town Attorney to be retained as needed – Mark Schachner
- 26 Renew contract with Senior Citizens - \$13,150 Rec. & Soc. Program
- 27 Dog Warden - \$1000 plus \$.445 per mile – Laurie Bruce
- 28 School Crossing Guard – Mallory Moses - \$9.58 per hr.
- 29 Building Inspector III – Jon Senecal - \$16.23/hr
- 30 Approval of Chamber of Commerce Contract as budgeted - \$15,820.00

- 31 Approval of Ambulance Contract-Pending
- 32 Re-appointments to Revolving Loan Fund Committee – Roger Sachleben, Mary Egan, Douglas Mieras and Appoint – Bella Broadway
- 33 Re-appointments to SL Park District Commissioners – None
- 34 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

35. Town Historian – Gary Glebus - \$600
36. Resolution to pay bills to date and to pay utility bills when received during 2015
37. Petty cash fund for Town Justice - \$200, for Town Clerk - \$50, Golf Course (Seasonal) \$150.00 and Landfill - \$179.00
38. Renew Dog Control Contract with Dr. Mack
39. Accept Annual Historian Report
40. Accept Annual Justice Report
41. Accept Golf Course Annual Report
42. Accept Animal Control Officers' Report
43. Set copy fees at \$.25 for first 10, then \$.10 per copy
44. Set fax fees - \$.25 incoming - \$2.00 out-going
45. Accept Zoning/Septic/Bldg. codes report form Codes Enforcement Officer, Jon Senecal
46. Appoint Parade Chairperson – SL Chamber of Commerce
47. Review Procurement Manual
48. Annual Accounting – Any Department collecting monies
49. Renew County & State Highway Work Permit
50. Approval of the Highway Superintendent's attendance to the Annual Highway School including the payment of necessary expenditures

51. Request from all departments a list of surplus, if any, equipment with a minimum bid – sold to highest bidder
52. Cemeteries – Catholic, Severance and Protestant - \$400 for cemetery maintenance
53. Renew oil separator contract for Highway Garage floor drain system
54. Transfer Station Hours Fri-Tues 8:00-4:00 closed Wednesday and Thursday and Town Holidays excluding day after Thanksgiving
55. Approval of Vouchers
56. Approval of Board Minutes
57. Resolution to support Smart Growth Grant
58. Acknowledge the CFA Grant for Tennis Courts \$192,500.00
59. Contract with E5 Service signed 12/23/14
60. Establish rules as to the use of the boathouse, weddings and wedding receptions, tents in the park, fees, rules, Insurance, calendar maintenance and administration.
61. Approval to pay for highway truck from capital fund to be re- appropriated from Insurance money when received.
62. Accept resignation of Richard Schoenstadt as Chairperson Planning Board.
63. Advertise for planning board member for 5 year term.
64. Advertise for a assessment review board member for a 5 year term.
65. Resolution for the Youth Board/Planning Committee
 - ANY OTHER BUSINESS DEEMED NECESSARY BY THE BOARD
 - PUBLIC COMMENT