

**ORGANIZATIONAL AND REGULAR BOARD MEETING
THURSDAY, JANUARY 9, 2014**

The Supervisor, Ronald Moore, opened the Meeting at 6:30 PM and led the assembly in the Salute to the Flag.

Present with Mr. Moore were Board Members Laureen DeZalia, Marshall Gero, Robert Dobie and Donald Dresser. Also present was the Town Clerk, Sarah Vinskus.

There were no guests present.

The Town Clerk read the following resolutions and the Board then voted on them.

Resolution #1 of 2014

Appointments

Resolved that the following appointments be made:

Joseph Provoncha	Historian
Michael Marsden	Chairman of Board of Assessors
Sarah Potter	Dog Control Officer
Sarah Vinskus	Registrar
Gail Fiore	Deputy Registrar
Stephen Thompson	Deputy Highway Superintendent
Robert Dobie	Deputy Town Supervisor
Gail Fiore	Deputy Town Clerk
Sarah Vinskus	Town Auditor
Ronald Moore	Budget Officer
Sarah Vinskus	Records Management Officer
Sarah Vinskus	Records Access Officer
Donald Sage	Zoning/Building Codes Officer
Sarah Vinskus	Health Officer
Jean McKee	Safety Coordinator

So moved by Laureen DeZalia and seconded by Marshall Gero. All voted "Aye".

Resolution #2 of 2014

Committees

Resolved that the Town Supervisor appoints committees with the following duties and responsibilities. All members of the Town Board are members of each committee

Highway: Dobie, Chairman; Gero, Vice-Chairman

Personnel: DeZalia, Chairman; Dresser, Vice-Chairman

Public Services: Dresser, Chairman; Dobie, Vice-Chairman

*Veterans, insurance, street lighting, beach, park, cemeteries, buildings, transfer station, animals, economic development, assessors, fire protection contract and publicity.

Justice/Courts: Gero, Chairman, DeZalia, Vice-Chairman

Finance & Administration*: DeZalia, Chairman; Dobie, Vice-Chairman

*Town Clerk, Town board, Tax Collector, Supervisor, elections, zoning, planning, budget officer.

Human Services*: Gero, Chairman; Dresser, Vice-Chairman

*Youth, senior citizens, health, Social Services, ambulance contract, community beautification.

So moved by Laureen DeZalia and seconded by Robert Dobie. All voted "Aye".

Resolution #3 of 2014

Official Designations:

Official Depository: Glens Falls National Bank

Investment Depository: Glens Falls National Bank, CLASS, and such institutions or depositories as the Supervisor may deem to be beneficial and with prior approval of the Board.

So moved by Marshall Gero and seconded by Robert Dobie. All voted "Aye".

Resolution #4 of 2014

Establishment of Salaries:

Supervisor	\$20,400
Deputy Supervisor	\$ 750
Town Clerk	\$ 8,770
Registrar	\$ 300
Deputy Town Clerk	\$ 500
(4) Councilmen @ \$4,600 each	\$18,400
Justice	\$21,200
Tax Collector	\$ 4,540
Budget Officer	\$ 1,250
(2) Assessors @ \$5,400 each	\$ 10,800
Chairman of Board of Assessors	\$ 7,200
Superintendent of Highways	\$40,300

Deputy Supt. of Highways	\$ 600
Animal Control Officer	\$ 725
Zoning & Bldg. Codes Officer	\$ 17.1 0 per hour
Health Officer	\$ 310
Safety Officer	\$ 600

Be it further resolved that pay checks will be issued every two (2) weeks beginning January 2, 2014.

So moved by Laureen DeZalia and seconded by Marshall Gero. On roll call:

Laureen DeZalia	Aye
Marshall Gero	Aye
Ronald Moore	Aye
Robert Dobie	Aye
Donald Dresser	Aye

Resolution #5 of 2014

The Establishment of Pay Scale, Benefits and Fringe Benefits for Highway Department Employees

Resolve that those classified as heavy Equipment Operators shall be paid Fifteen Dollars (\$15.00) per hour for forty (40) hours per week and after one year of continuous service the pay rate will be sixteen dollars and forty cents (\$16.40) per hour for forty (40) hours and those classified as Laborers shall be paid fourteen Dollars (\$14.00) per hour for forty (40) hours and be it further resolved that overtime pay for the time over forty (40) hours be at time and a half, and

Be it further resolved that paid holidays are as follows: New Year’s Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans’ Day, Thanksgiving Day, the day after Thanksgiving and Christmas Day, and

Be it further resolved that vacations be given as such: after completion of one year – one week; after three years – two weeks; after ten years – three weeks and after fifteen years – four weeks will be given, accumulated up to two weeks, and

Be it further resolved that sick time for full time Highway Department Employees will be seven (7) days per year at the rate of eight (8) hours per day, accumulative to forty (40) days maximum, and two personal days per year (not accumulative) and

Be it further resolved the Highway Department Employees shall be paid every two weeks, and

Be it further resolved that the payroll shall be based on those days worked or entitled to (sick, vacation, etc.) from Monday to Sunday encompassing two (2) weeks and the Superintendent of Highways will have the time sheets to the office of the Supervisor by 8:00 AM on Tuesday with the checks being issued by 11:00 AM on Thursday, and

Be it further resolved that the Town of North Hudson will provide up to two (2) pairs of OSHA-approved, steel-toed foot wear for each full time employee and the Superintendent of Highways, and one (1) pair of OSHA-approved, steel-toed foot wear for part-time and/or seasonal employees per year at a cost of no more than One Hundred Dollars (\$100) per pair. OSHA-approved foot wear shall be worn on the job at all times, and

Be it further resolved that Highway Department Employees will receive three (3) hours minimum call-in pay which occurs between November 1 through March 1, for the purposes of snow and ice removal, and

Be it further resolved that the Clerk of the Board is hereby authorized and directed to send a certified copy of this resolution to the Superintendent of Highways.

So moved by Marshall Gero and seconded by Robert Dobie. On roll call:

Donald Dresser	Aye
Robert Dobie	Aye
Ronald Moore	Aye
Marshall Gero	Aye
Laureen DeZalia	Aye

Resolution #6 of 2014

Establishment of Salaries of Other Town Employees

Clerk to the Supervisor	\$16.10 per hour (-10% new Employees)
Cleaning Custodian	\$ 8.50 per hour
Landfill Attendant	\$11.00 per hour
Substitute Attendant	\$11.00 per hour
Secretary to Planning Board, Zoning Board of Appeals and BAR	\$12.50 per hour
Court Clerk	\$12.00 per hour

So moved by Robert Dobie and seconded by Laureen DeZalia. On roll call:

Donald Dresser	Aye
Robert Dobie	Aye
Ronald Moore	Aye

Marshall Gero Aye
Laureen DeZalia Aye

Resolution #7 of 2014

Resolved that the Town Board authorizes the Court Clerk to maintain consistent working hours, Monday through Friday, up to 32 hours.

So moved by Marshall Gero and seconded by Laureen DeZalia. All voted "Aye".

Resolution #8 of 2014

Adoption of Policies

Code of Ethics
Open Meetings Law Policy
Clean Air Policy
Procurement Policy
Investment Policy

So moved by Robert Dobie and seconded by Laureen DeZalia. All voted "Aye".

Resolution #9 of 2014

Town Board Meetings

Resolved that the Regular Town Board Meetings will, through the year 2014, be held on the second Thursday of the month at 6:30 PM. Meetings will be held in the North Hudson Town Hall. The dates are as follows: January 9, February 13, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13 and December 11.

Be it further resolved that all Regular Town Board Meetings and Public Hearings will be published at least two (2) weeks prior to the meeting in the Official Newspaper. Special Meetings may be called by the Supervisor at any time by giving at least a two-day notice in writing to other Members of the Board and the Town Clerk, and

Be it further resolved that any town official publishing a legal notice shall keep on file for one (1) year the notice from the paper.

So moved by Laureen DeZalia and seconded by Marshall Gero. All voted "Aye".

Resolution #10 of 2014

Acknowledgement of the Books

Resolved that the Town Board will require that all official books concerning the collection and disbursement of monies be present at its last meeting of the

year. These are the books of the Judge(s), Town Clerk, Tax Collector and Supervisor.

So moved by Marshall Gero and seconded by Robert Dobie. All voted "Aye".

Resolution #11 of 2014

Authorizing the Highway Superintendent to purchase tools, equipment and repair orders.

Resolved that the Highway Superintendent be authorized to expend amounts under One Thousand Dollars (\$1,000) to purchase tools, equipment and repair orders without the prior approval of the Town Board, but follow the Procurement Policy.

So moved by Robert Dobie and seconded by Marshall Gero. On roll call:

Donald Dresser	Aye
Robert Dobie	Aye
Ronald Moore	Aye
Marshall Gero	Aye
Laureen DeZalia	Aye

Resolution #12 of 2014

Authorization to Sign Checks

Resolved that the Town Supervisor, or his deputy, be authorized to sign checks in the name of the Town, and

Be it further resolved that the Clerk to the Supervisor has the authorization to get information in regard to any and all accounts at the bank for the purpose of doing his/her job, such as balances, maturity dates and making deposits.

So moved by Marshall Gero and seconded by Laureen DeZalia. All voted "Aye".

Resolution #13 of 2014

Marriage Officer Appointment

Resolved to appoint Joseph Provoncha, Essex County Clerk, to be Marriage Officer for 2014.

So moved by Robert Dobie and seconded by Marshall Gero. All voted "Aye".

Resolution #14 of 2014

Mileage

Resolved that the Town Board does hereby set the standard mileage rate at fifty-six cents (.56) per mile, the amount set by the Internal Revenue Service for 2014, for the use of their vehicles while performing official duties, attending

schools, conventions and actual expenses. All mileage is measured from the Town Hall and must be submitted within sixty (60) days of the travel.

So moved by Lauren DeZalia and seconded by Robert Dobie. All voted "Aye".

Resolution #15 of 2014

Renting Equipment

Resolved that the Superintendent of Highways be authorized to rent his town equipment to other municipalities.

So moved by Marshall Gero and seconded by Robert Dobie. All voted "Aye".

Resolution #16 of 2014

Filing

Resolved that the Town Board order all Town Officials to place copies of up-to-date certificates and copies of all minutes of official committees of the Board on file in the Town Clerk's Office.

So moved by Lauren DeZalia and seconded by Marshall Gero. All voted "Aye".

Resolution #17 of 2014

Inventory

Resolved that the Town Clerk shall distribute to all Department Heads inventory sheets each year by November 11, and

Further resolved that each Department Head will have the inventory completed by the Organizational Meeting and copies shall be distributed to the Town Board thirty (30) days thereafter.

So moved by Marshall Gero and seconded by Lauren DeZalia. All voted "Aye".

Resolution #18 of 2014

Contracts

Authorize the Town Supervisor to contract with the Schroon Lake Ambulance Squad for the Town of North Hudson Emergency Services for the year 2014 in the amount of Eleven Thousand Two Hundred Fifty Dollars (\$11,250).

Fire Protection – to contract with the North Hudson Volunteer Fire Company in the amount of Seventy-five Thousand, Five Hundred Dollars (\$75,500) for the purpose of fire protection.

Medi-Vac – to contract for emergency health evacuation in the amount of One Thousand Dollars (\$1,000).

Senior Citizen Bus – to contract with the Schroon Lake Senior Citizens for full services transportation on the Senior Citizens’ van in the amount of One Thousand Five Hundred Dollars (\$1,500).

Animal Care – to designate the SPCA shelter in Elizabethtown to be paid a total of Three Hundred Dollars (\$300) per year for sheltering/confining dogs as necessary.

So moved by Robert Dobie and seconded by Marshall Gero. On roll call:

Donald Dresser	Aye
Robert Dobie	Aye
Ronald Moore	Aye
Marshall Gero	Aye
Laureen DeZalia	Aye

Resolution #19 of 2014

Post-Audit Payments

Resolved that the Town Board gives permission to pay telephone, electric, health insurance and postage when the bills come in and that the bills be presented for auditing at the next Board meeting.

So moved by Laureen DeZalia and seconded by Robert Dobie. All voted “Aye”.

Resolution #20 of 2014

Youth State Aid

Resolve that the Town Board authorizes the expenditure of at least One Thousand Dollars (\$1,000) for the Youth Program in order to receive Four Hundred Dollars (\$400) in State Aid.

So moved by Laureen DeZalia and seconded by Marshall Gero. On roll call:

Laureen DeZalia	Aye
Marshall Gero	Aye
Ronald Moore	Aye
Robert Dobie	Aye
Donald Dresser	Aye

Resolution #21 of 2014

Assoc. of Towns Meeting and Meal Money

Resolved that officials must have prior approval to attend the Association of Towns Meeting and authorize the up-fronting of money for meals to any Town Officer going to an approved conference or training session.

So moved by Marshall Gero and seconded by Robert Dobie. On roll call:

Donald Dresser	Aye
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Robert Dobie	Aye
Ronald Moore	Aye
Marshall Gero	Aye
Laureen DeZalia	Aye

Resolution #22 of 2014

Annual Report

Resolved that the Supervisor shall submit to the Town clerk and to the State Comptroller a copy of the Annual Report of 2013 within sixty (60) days after the close of the year.

So moved by Robert Dobie and seconded by Marshall Gero. All voted "Aye".

After a brief adjournment the Supervisor opened the Regular Board Meeting at 7:00 PM.

The same Board Members that were at the Organizational Meeting and the Town Clerk were still in attendance.

There were no guests.

The Clerk read the minutes of the December 13th, 2013 Meeting.

Robert Dobie moved and was seconded by Laureen DeZalia to accept the minutes as amended. All voted "Aye".

The Clerk then read the minutes of the December 30th, 2013 Meeting.

Laureen DeZalia moved and was seconded by Marshall Gero to accept the Minutes as amended. All voted "Aye".

The supervisor then went over the contents of the Board Members' packets.

The Supervisor's Financial Report as of December 31, 2013 is as follows:

Checking Accounts:

General Fund (Due to Fire Dist. \$15,937)	.15%.int.	\$575,254.06
Highway Fund	.15% int.	\$633,863.24
Total All Funds		\$1,209,117.30

Phil Wagschal of SLIC Network Solutions was unable to attend tonight's meeting. He will reschedule, possibly next month. He sent a CATV Franchise waiver to be signed, which Mr. Moore in turn forwarded to the Attorney for the Town for review.

Joe Cook, from the DOL, was not able to make it last Friday but it was rescheduled for this Friday.

Last month the Supervisor and Board spoke about the possibility of changing from an elected board of assessors to a single appointed one. So far no decision has been made.

The furnace in the town Hall was again worked on and the stove pipe was replaced on January 2nd.

The Highway has been diligently working to keep the road clear and safe.

The County Board of Supervisors had five (5) new Supervisors sworn in.

The Town has received notification that we are required to appoint/reappoint a representative to the County Youth Board/Planning Committee. We also, because we receive NYS OCFS Funds must appoint a Youth Commission and designate our Youth Commission Chairperson.

Resolution #23 of 2014

Resolved that Ronald Moore is the Town's representative on the County Youth Board/Planning Committee and April Bessey will be his alternate.

So moved by Robert Dobie and seconded by Marshall Gero. All voted "Aye".

Resolution #24 of 2014

Resolved that the Town Youth Commission is authorized to expend at least One Thousand Dollars (\$1,000) in order to cover the 50/50 match required by NYS OCFS.

So moved by Marshall Gero and seconded by Laureen DeZalia. On roll call:

Laureen DeZalia	Aye
Marshall Gero	Aye
Ronald Moore	Aye
Robert Dobie	Aye
Donald Dresser	Aye

Resolution #24 of 2014

Resolved that the Town shall pay dues of Six Hundred Dollars (\$600) to the Association of Towns for the year 2014.

So moved by Marshall Gero and seconded by Robert Dobie. On roll call:

Donald Dresser	Aye
Robert Dobie	Aye
Ronald Moore	Aye
Marshall Gero	Aye
Laureen DeZalia	Aye

Loris Clark from the Schroon Lake/North Hudson Historical Society called and wants to have the April Meeting here in the North Hudson Town Hall.

Donald Dresser moved and was seconded by Marshall Gero to pay the Audited vouchers. All voted "Aye".

General Fund	\$6,421.73
Highway Fund	\$4,861.04
Total both Funds	\$11,282.77

Laureen DeZalia move and was seconded by Donald Dresser to accept the Judge's Monthly Report. All voted "Aye".

Marshall Gero moved and was seconded by Robert Dobie for the Board to go into Executive Session at 7:34 for the purpose of personnel. All voted "Aye".

Robert Dobie moved and was seconded by Laureen DeZalia for the Board to move out of Executive session at 7:50. All voted "Aye".

Marshall Gero moved and was seconded by Laureen DeZalia for the Meeting to adjourn. All voted "Aye".

Respectfully submitted,
Sarah Vinskus, Town Clerk