

**Organizational Meeting held January 3, 2018 at 6:00 P.M. at the Town Hall in Schroon Lake N.Y.**

**Present:**

**Town Supervisor:** Michael Marnell

**Councilpersons:** Clara Phibbs, Roger Friedman, Meg Wood and Don Sage

**Town Clerk:** Patricia Savarie

**Also Present:** Jay Phibbs, Albert May, Fran and Skip Mahler

Supervisor Marnell called the meeting to order at 6:00 P.M. with a salute to the Flag.

**Resolution #1 – 53**

Councilwoman Phibbs moved a resolution to accept Resolution #1 – 61, seconded by Councilman Sage; carried.

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 – Mary Egan & Denise Paradis
9. Deputy Clerk of conservation licenses – Mary Egan & 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 and the day after Thanksgiving as a floater to be taken by the 15 th of December)
12. Deputy Supervisor - Roger Friedman \$1000/Ann.
13. Deputy Highway Superintendent – Roger Mahler - \$1500/Ann.
14. Clerk to the Supervisor-\$18.23 per hr.
15. Salaries of elected officials as budgeted and advertised
16. Salaries for HEO's: Roger Mahler - \$22.77 per hr.; Gordon Graves - \$19.98 per hr.; Richard McCray - \$19.33 per hr.; Paul Bessey - \$19.33 per hr.; Wayne Welch - \$19.333/hr.; Joe Flores - \$16.58/hr.; Duane Hammond- \$16.58/hr. Auto Mechanic Brent Dezalia -\$18.23/Hr. MEO's Lance Gould - \$19.98 /hr.
17. Department head salaries – Water – David Clark \$27.55/hr & Sewer – James Roblee \$27.55/Hr

18. Town Clerk hours - 8AM to 2 PM – Mon - Fri
19. Public Information Officer - Town Clerk
20. Chairman of Board of Assessors – Richard Schoenstadt
- 21 Re-appoint members of Revolving Loan Fund Committee – Diane Tyrrell for a two year term beginning 01/01/2018
- 22 Set Hourly Rate for Chairman of Board of Assessment Review - \$15.00 per hr. and mileage \$.445
- 23 Chairman of Youth Commission - \$2000/Ann.
- 24 Appoint Jeff Cutting 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 - \$11.08 per hr.
- 29 Building Inspector III – Jon Senecal - \$18.23/hr
- 30 Approval of Chamber of Commerce Contract as budgeted - \$19,000.00
- 31 Approval of Ambulance Contract-\$292,175.00
- 32 Appointments to the Zoning Board of Appeals – Richard Schoenstadt for five year term beginning 01/01/2018
- 33 Appointments to the Library Board – Joe Provoncha for a five year term beginning 01/01/2018.
- 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
- 36 Resolution to pay bills to date and to pay utility bills when received during 2018
- 37 Petty cash fund for Town Justice - \$200, for Town Clerk - \$50, Golf Course (Seasonal) \$150.00 and Landfill - \$179.00
- 38 Town Historian – Loris Clark- \$600
- 39 Accept Annual Justice Report
- 40 Accept Golf Course Annual Report - Table
- 41 Accept Animal Control Officers' Report - Table
- 42 Set copy fees at \$.25 for first 10, then \$.10 per copy
- 43 Set fax fees -\$.25 incoming and \$2.00 out-going
- 44 Accept Zoning/Septic/Bldg. codes report form Codes Enforcement Officer, Jon Senecal
- 45 Appoint Parade Chairperson – SL Chamber of Commerce
- 46 Review Town's Procurement Policy
- 47 Annual Accounting – Any Department collecting monies
- 48 Renew County & State Highway Work Permit
- 49 Approval of the Highway Superintendent's attendance to the Annual Highway School including the payment of necessary expenditures

- 50 Request from all departments a list of surplus, if any, equipment with a minimum bid – sold to highest bidder
- 51 Cemeteries – Catholic - \$400 for cemetery maintenance
- 52 Renew oil separator contract for Highway Garage floor drain system
- 53 Transfer Station Hours Fri-Tues 9:00-4:00 closed Wednesday and Thursday and Town Holidays excluding day after Thanksgiving and Easter Sunday instead of Good Friday.

**Resolution #54 Audit of Claim**

Councilman Friedman moved a resolution to pay the bills as reviewed, seconded by

Councilwoman Phibbs; carried.

**2017**

General Fund \$39,247.63    Sewer \$8368.77    Highway \$31314.75  
 Water \$342.19    Town Hall Project \$ 22,316.88

**2018**

General Fund \$5327.07    Sewer \$1404.00    Water \$1247.95

**Resolution #55 Approval of Minutes**

Councilwoman Phibbs moved a resolution to approve the minutes for the Regular Board

Meeting held December 11, 2017 at 6:00 P.M. seconded by Councilman Friedman; carried.

**Resolution #56 Budget Transfer for 2018 Water Fund to cover the long term debt**

Councilwoman Wood moved a resolution to accept a budget transfer for 2018 Water Fund to cover the long term debt, seconded by Councilwoman Phibbs; carried.

**WATER FUND**

FROM;

SW0-07-8350-400 Water Meters	\$40,000.00
SW0-07-8310-100 Personnel	4,000.00
SW0-07-8310-400 Administrative	2,000.00
SW0-07-8320-400 Power and Pump	6,990.00
SW -07-8340.400 Transmission	5,000.00

TO;

SW0-07-8789.600 Long term Debt	\$57,990.00
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To transfer money to cover the long term debt.

**BTI Contract**

Councilwoman Phibbs moved to table the BTI Contract until February 12, 2018 Board Meeting, seconded by Councilman Sage; carried.

**Resolution # 57 Set Regular Work Hours for Departments**

Councilman Friedman moved a resolution to set regular work hours for Departments as follows:

**Sewer and Water** -Mon. 8hr., Tues.- Fri. 7hrs, Sat. and Sun. 2 hrs.; **Parks Department** 6:30 – 3:00

Mon.-Fri.; **Highway** 6:30 – 3:00 Mon.-Fri.; **Cleaner** 6:00-2:30 Mon-Fri., seconded by Councilman

Sage; carried.

**Approve the 2018 Youth Board/Planning Committee**

Councilman Friedman moved to table the 2018 Youth Board/Planning Committee until they have a list of the Committee members, seconded by Councilman Sage; carried.

**Approve the transfer of the Severance Cemetery to the Town of Schroon**

Councilman Sage moved to table the transfer of the Severance Cemetery to the Town of Schroon until we receive a resolution from the Severance Cemetery Board of Directors, seconded by Councilwoman Phibbs; carried.

**Resolution #58 Plowing to be done by the Town of Schroon Highway Department**

Supervisor Marnell moved a resolution to have the Town of Schroon Highway Department plow the Airport Run Way, Transfer Station and all Town Parking Lots and Sidewalks, seconded by Councilman Friedman; carried.

**Roll Call Vote**

Supervisor Marnell	Aye
Councilman Sage	Opposed
Councilwoman Phibbs	Aye
Councilman Friedman	Aye
Councilwoman Wood	Aye

**Board Comments**

Supervisor Marnell stated that at the next board meeting the Schroon Lake Central Superintendent will come to go over their reading program and the Brant Lake YMCA will be present also to discuss their programs. The Ice Rink is ready, but the hydrant near the Ice Rink is broken. Supervisor Marnell stated that he will be installing a new Pavilion in place of the old Hockey Rink in the spring.

Councilman Sage stated that on September 12, 2017 the governor signed Chapter 290 of the Laws of 2017, which removed the 10 year limitation on real property tax exemptions for Cold War Veterans. Councilman Sage stated that the Town will have to have hold a Public Hearing and that he talked to Richard Schoenstadt, the Town Assessor, and he will be looking into it.

Councilwoman Phibbs moved to adjourn at 6:45 P.M., seconded by Councilman Sage; carried.

I, Patricia J. Savarie, do hereby certify the foregoing to be a true and correct transcript from the minutes now on file in my office and of the whole such original minutes.

Dated: January 8, 2018\_\_\_\_\_

Town Clerk