

**ORGANIZATIONAL MEETING AND REGULAR TOWN BOARD MEETING
OF THE NORTH HUDSON TOWN BOARD
THURSDAY, JANUARY 10, 2013**

The Meeting was called to order by the Supervisor, Ronald Moore, at 7:00 PM and he led the Salute to the Flag.

Present with the Supervisor were Board Members Donald Dresser, Jean Gokey, Marshall Gero and Laureen DeZalia. Also present was the Town Clerk, Sarah Vinskus.

There were no guests present.

The Supervisor requested that the Clerk read each resolution which were to be either accepted or declined by the Board.

Resolution #1 of 2013

Appointments

Resolved that the following appointments are 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
- Jean Gokey.....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
- Sarah Vinskus.....Health Officer
- Jean McKee.....Safety Coordinator

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

Resolution #2 of 2013

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.....Dresser, Chairman; Gero, Vice-Chairman

Personnel...Gero, Chairman; Gokey, Vice-Chairman

Public Service*Gokey, Chairman; Dresser, Vice-Chairman

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

Justice/Courts.....Gokey, Chairman; DeZalia, Vice-Chairman

Finance & Administration*DeZalia, Chairman; Gero, Vice-Chairman

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

Human Services*DeZalia, Chairman; Dresser, Vice-Chairman

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

So moved by Jean Gokey and seconded by Marshall Gero. All voted "Aye".

Resolution #3 of 2013

Official Designations

Resolved that the following will be the Official Designations of the Town of North Hudson:

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.

Official Newspaper.....Times of Ti

So moved by Lauren DeZalia and seconded by Jean Gokey. All voted "Aye".

Resolution #4 of 2013

Establishment of Salaries – Resolved that the following is the

establishment of salaries:

Supervisor.....	\$19,800
Deputy Supervisor.....	750
Town Clerk.....	8,600
Registrar.....	300
Deputy Town Clerk.....	500
(4)Councilmen @4,500 each.....	18.000

Justice.....	20,800
Tax Collector.....	\$ 4,500
Budget Officer.....	1,250
(2) Assessors @ 5,300 each.....	10,600
Chairman of Board of Assessors.....	7,075
Superintendent of Highways.....	39,500
Deputy Supt. of Highways.....	600
Animal Control Officer.....	700
Zoning & Bldg. Codes Officer.....	16.80 per hour
Health Officer.....	310
Safety Coordinator.....	600

Be it further resolved that pay checks be issued every two (2) weeks beginning January 3, 2013.

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

Lauren DeZalia.....	Aye
Marshall Gero.....	Aye
Ronald Moore.....	Aye
Jean Gokey.....	Aye
Donald Dresser.....	Aye

Resolution #5 of 2013

The establishment of pay scale, benefits and fringe benefits for Highway Department employees.

Resolved 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 (1) year of continuous service the pay rate will be Sixteen Dollars and ten cents (\$16.10) per hour for forty 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 Years Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Election 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 (2) personal days per year (not accumulative) and

Be it further resolved that the Highway Department employees shall be paid every two (2) 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 Tuesday with 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 employees per year at a cost of no more that One Hundred Dollars (\$100.00) per pair. OSHA-approved foot wear shall be worn on the job at all times, and

Be it further resolved that Highway 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 Jean Gokey and seconded by Donald Dresser. On roll call:

Donald Dresser.....Aye
Jean Gokey.....Aye
Ronald Moore.....Aye
Marshall Gero.....Aye
Laureen DeZalia.....Aye

Resolution #6 of 2013

Resolved that the following is the **Establishment of salaries for other town employees:**

Clerk to the Supervisor.....\$15.80 per hour (-10% new employees)
Cleaning custodian.....8.50 per hour
Landfill Attendant.....11.00 per hour
Substitute attendant.....10.00 per hour

Secretary to the Planning Brd., Zoning Brd. of Appeals; &BAR
.....\$12.50 per hour.

Court Clerk.....\$11.75 per hour

So moved by Donald Dresser and seconded by Jean Gokey. On roll call:

- Donald DresserAye
- Jean Gokey.....Aye
- Ronald Moore.....Aye
- Marshall Gero.....Aye
- Laureen DeZalia.....Aye

Resolution #7 of 2013

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

So moved by Donald Dresser and seconded by Jean Gokey. All voted "Aye".

Resolution #8 of 2013

Resolved that the following policies be adopted:

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

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

Resolution #9 of 2013

Resolved that the Regular Town Board Meetings will, through the year 2013, be held on the second Thursday of the month at 7:00 PM. Meetings will be held in the North Hudson Town Hall. The dates are as follows: January 10, February 14, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14, and December 12.

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 Jean Gokey and seconded by Donald Dresser. All voted "Aye".

Resolution #10 of 2013

Acknowledgement of Books

Resolved that the Town Board will require 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 Judges, Town Clerk, Tax Collector and the Supervisor.

So moved by Marshall Gero and seconded by Jean Gokey. All voted "Aye".

Resolution #11 of 2013

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 (\$1000) to purchase tools, equipment and repair orders without the prior approval of the Town Board, but follow the Procurement Policy.

So moved by Donald Dresser and seconded by Laureen DeZalia. All voted "Aye".

Resolution #12 of 2013

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

Resolution #13 of 2013

Marriage Officer Appointment

Resolved to appoint Joseph Provoncha, Essex County Clerk, to be Marriage Officer for 2013.

So moved by Marshall Gero and seconded by Jean Gokey. All voted "Aye".

Resolution #14 of 2013

Mileage

Resolved that the Town Board does hereby set the standard mileage rate at fifty-six point five cents (.565) per mile, the amount set by the Internal Revenue Service for 2013, 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 days (60) of the travel.

So moved by Donald Dresser and seconded by Jean Gokey. All voted "Aye".

Resolution #15 of 2013

Renting Equipment

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

So moved by Donald Dresser and seconded by Laureen DeZalia. All voted "Aye".

Resolution # 16 of 2013

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 Clerks Office.

So moved by Donald Dresser and seconded by Marshall Gero. All voted "Aye".

Resolution #17 of 2013

Inventory

Resolved that the Town Clerk shall distribute to all Department Heads inventory sheets each year by November 1, and

Be it 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 Donald Dresser and seconded by Marshall Gero. All voted "Aye".

Resolution # 18 of 2013

Contracts

Ambulance – Authorize the Town Supervisor to contract with the Schroon Lake Ambulance Squad for the Town of North Hudson Emergency Services for the year 2013 in the amount of Eleven Thousand Two Hundred Fifty Dollars (\$11,250).

Fire Protection- Authorize the Town Supervisor to contract with the North Hudson Volunteer Fire Company in the amount of Seventy-four Thousand Dollars (\$74,000) for the purpose of fire protection.

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

Senior Citizen Bus – Authorize the Town Supervisor to contract with 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 – Designate the SPCA shelter in Westport to be paid a total of Two Hundred Sixty-six (\$266) per year for sheltering and/or confining dogs as necessary.

So moved by Donald Dresser and seconded by Marshall Gero. On roll call:

- Donald Dresser.....Aye
- Jean Gokey.....Aye
- Ronald Moore.....Aye
- Marshall Gero.....Aye
- Laureen DeZalia.....Aye

Resolution #19 of 2013

Post-audit payments authorized

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 produced for auditing at the next Town Board meeting.

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

Resolution #20 of 2013

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 Donald Dresser and seconded by Jean Gokey. On roll call:

- Laureen DeZalia.....Aye
- Marshall Gero.....Aye
- Ronald Moore.....Aye
- Jean Gokey.....Aye
- Donald Dresser.....Aye

Resolution #21 of 2013

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 Jean Gokey and seconded by Donald Dresser. All voted "Aye".

Resolution #22 of 2013

Annual Report

Resolved that the Supervisor shall submit to the Town Clerk and to the State Comptroller a copy of the Annual Report of 2012 within sixty (60) days after the close of the year.

So moved by Donald Dresser and seconded by Jean Gokey. All voted "Aye".

Jean Gokey moved and was seconded by Donald Dresser to adjourn the Organizational Meeting at 7:30 PM. All voted "Aye".

The Regular Town Board Meeting was then opened at 7:30 PM by the Town Supervisor who led the assembly in the Salute to the Flag. The same Board Members and the Town Clerk were present. There were no guests.

The Town Clerk read the Minutes of the December 13 Meeting. Jean Gokey moved and was seconded by Donald Dresser to accept the Minutes as read. All voted "Aye".

The Town Clerk read the Minutes of the December 27th Board Meeting. Lauren DeZalia moved and was seconded by Donald Dresser to accept the Minutes as read. All voted "Aye".

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

The Supervisor's Financial Report as of December 31, 2012 is as follows:

Checking Accounts

General Fund	(Due to Fire Dist, \$13,614)	.2%	\$541,179.37
Highway Fund		.2%	\$645,474.46
TOTAL ALL FUNDS			\$1,186,653.83

The new substitute landfill attendant, Matt Keller, has had his training and the other substitute, Lloyd Haynes, will receive his training on Saturday, January 12.

Six new Christmas wreaths have been ordered at a cost of Three Hundred Eighty-nine Dollars (\$389) each plus shipping costs.

Mr. Moore has been contacted about having a Civil War Re-enactment in the Town of North Hudson, very possibly at the Town Beach.

John Caza retired from the Highway Department and there was a nice party for him.

The heating in the Highway Garage is not working at 100%.

The court needs a new printer. The Judge is going to apply for one.

The County Manager has been re-appointed.

The County Fish Hatchery is going to stock the Branch River and Courtney Pond.

Resolution #23 of 2013

The following resolution was offered by Marshall Gero who moved its adoption.

Whereas, the New York State Office of Children and Family Services mandates in Law 420 Article 16, the yearly appointment or reappointment of a

person to act as a representative on the County Youth Board/Planning Committee take place, and

Whereas, also in Executive Law 420 Article 16 , a municipality receiving Office of Children and Family Services funds must appoint a Youth Commission, now therefore,

Be it resolved that the Town of North Hudson appoints Ronald Moore, Supervisor, PO Box 74, North Hudson, NY 12855; 518-532-9834, to act as official representative for the Town of North Hudson on the Youth Board/Planning Committee and that April Bessey, 3054 US Rte. 9, North Hudson, NY 12855; 518-532-7877, shall act as his alternate, and

Be it further resolved that the Town Board of the Town of North Hudson appoints the following to serve on Youth Commission:

April Bessey, Chairperson, 3054 US Rte.9, North Hudson, NY 12855, 532- 7877

Brenda Bessey, 3084 US Rte. 9, North Hudson, NY 12855, 5327914

Doris Colburn, 3076 US Rte. 9, North Hudson, NY 12855, 532-7208

Barbara Marion, PO Box 97, 174 Duntley Rd., North Hudson, NY 12855, 532-7537

Also, be it further resolved that the Town Board of the Town of North Hudson authorizes the Director of Essex County Youth Bureau to sign amendments of no increase/no decrease in state aide for said municipality, and that the Director of the Youth Bureau has agreed to return copies of the amendments to the municipality, and

Be it further resolved that the Clerk of this Board shall submit a copy of this resolution to the Essex County Youth Bureau, Essex County Government Center, Elizabethtown, NY. 12932.

This resolution was duly seconded by Jean Gokey and adopted by the North Hudson Town Board.

Resolution #24 of 2013

This resolution was offered by Donald Dresser, who moved its adoption.

Whereas, the Town of North Hudson has again decided to run a Youth Services Program, and

Whereas, the Town of North Hudson has approved the appointment of its Youth Commission Members, and

Whereas, the Youth Commission has been authorized to expend at least Two Thousand Dollars (\$2000) to cover the 50/50 match required by the New York State Office of Children and Family Services, therefore,

Be It Further Resolved, that the Town of North Hudson expend at least Two Thousand Dollars (\$2000) for the 2013 youth services program, and

Be It Further Resolved, that the clerk send a copy of this resolution to the Essex County Community Resources Office, 7533 Court Street, Elizabethtown, NY 12932.

This Resolution was duly seconded by Laureen DeZalia. On roll call:

Laureen DeZalia.....Aye
Marshall Gero.....Aye
Ronald Moore.....Aye
Jean Gokey.....Aye
Donald Dresser.....Aye

There is a meeting set for Thursday, January 17th, at 11:00 AM with Mark Carpenter of Upstate Insurance Agency, who will be going over all our insurance policies.

There is another meeting set for January 17th, at 3:00 PM of the Regional Strategy Committee, this one in North Hudson Town Hall.

Resolution #25 of 2013

Resolved that the Supervisor sign the contract with Essex County for the Control of Ice and Snow on County Roads. This is Five thousand Four Hundred thirty-five and nineteen cents (\$5,435.19) per mile on twenty-one point sixty-four (21.64) miles of County Road in the Town, for a total of One Hundred Seventeen Thousand, Six Hundred Seventeen Dollars and fifty-one cents (\$117,617.51) to be paid in three (3) installments.

So moved by Donald Dresser and seconded by Laureen DeZalia. On roll call:

Donald Dresser.....Aye
Jean Gokey.....Aye
Ronald Moore.....Aye
Marshall Gero.....Aye
Laureen DeZalia

The Town has received notice from the State that the bridge on Route 9 is scheduled for replacement in 2014. However, this will cause inconvenience and possible danger to our citizens who will be effected by this closure. As now proposed there would be no alternate for the bridge, which means that emergency vehicles, school buses and utilities would have to go on the Northway and then retrack on Route 9 to the person's home. The Supervisor has asked Betty Little to come and see for herself the effect this will cause for many.

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

General Fund.....\$5,122.42
Highway Fund.....\$4,651.20
TOTAL \$9,773.62

Laureen DeZalia moved and was seconded by Jean Gokey to accept the audit of the Judge’s financial Report. All voted “Aye”.

Donald Dresser moved and was seconded by Jean Gokey to adjourn the Meeting at 8:12 PM. All voted “Aye”.

Respectfully submitted,
Sarah Vinskus, Town Clerk