

**TOWN OF NORTH HUDSON  
ORGANIZATIONAL AND REGULAR TOWN BOARD MEETING  
THURSDAY, JANUARY 8, 2015**

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

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

There were no guests present.

The Clerk read the following resolutions:

Resolution #1 of 2015

**Appointments**

Resolved that the following lists the persons and positions to which they have been appointed.

Joseph Provoncha	Historian
Michael Marsden	Chairman of Board of Assessors
Sarah Potter	Dog Control Officer
Sarah Vinskus	Registrar
Gail Fiore	Deputy Registrar
Kelly DeZalia	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
Sarah Vinskus	Health Officer
Jean McKee	Safety Coordinator

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

Resolution #2 of 2015

**Committees**

Resolved that the Town Supervisor shall appoint 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 Robert Dobie and seconded by Marshall Gero. All voted "Aye".

Resolution #3 of 2015

**Official Designations**

Resolved that the following are the 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 the prior approval of the Board.

**Official Newspaper** Times of Ti

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

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

Resolution #4 of 2015

**Establishment of Salaries**

Resolved that the following lists the officers and their annual 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	10,800
Chairman of Board of Assessors	7,200
Superintendent of Highways	40,300
Deputy Supt. of Highways	600
Animal Control Officer	750
Zoning & Bldg. Codes Officer	17.45 per hour
Health Officer	310
Safety Coordinator	600

Be it further resolved that pay checks will be issued every two (2) weeks beginning January 8, 2015.

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

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

Resolution #5 of 2015

**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 (15.00) Dollars per hour for forty (40) hours per week and after one (1) year of continuous service the pay rate will be sixteen dollars and seventy-five cents (16.75) per hour for forty (40) hours and those classified as Laborers shall be paid fourteen (14.00) dollars per hour for forty (40) hours and be it further resolved that over-time 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 (1) year – one (1) week; after three (3) years – two (2) weeks; after ten (10)

years – three (3) weeks and after fifteen (15) years – four (4) weeks will be given, accumulated up to two (2) weeks, and

Be it further resolved that 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 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 footwear for part-time and/or seasonal employees, per year, at a cost of no more than One Hundred (100.00) Dollars per pair. OSHA – approved foot wear shall be worn at all time, 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 Robert Dobie and seconded by Marshall Gero. On roll call:

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

Resolution #6 of 2015

**The establishment of salaries of other town employees**

Clerk to the Supervisor	\$16.50 per hour (-10% new employees)
Cleaning custodian	8.50 per hour
Landfill attendant	11.25 per hour
Substitute Landfill attendant	11.25 per hour

Secretary to the Planning Brd., Zoning  
Brd. Of Appeals and BAR 12.50 per hour  
Court Clerk 12.25 per hour

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

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

#### Resolution #7 of 2015

Resolved that the Town Board authorizes the Court Clerk to maintain consistent working hours: Monday, Tuesday, Wednesday and Thursday, up to 24 hours.

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

#### Resolution #8 of 2015

##### **Adoption of Policies**

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

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

#### Resolution #9 of 2015

##### **Town Board Meetings**

Resolved that the Regular Town Board meeting will, throughout the year 2015, be held at 6:30 PM. The Meetings will be held on the second Thursday of each Month at the North Hudson Town Hall. The dates are as follows: January 8, February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12, and December 10.

Be it further resolved that all Regular Town Board Meetings and public hearings 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 (2) day notice in writing to the other members of the Board and 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 Marshall Gero and seconded by Donald Dresser. All voted "Aye".

Resolution #10 of 2015

**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 Judges, Town Clerk, Tax Collector and the Supervisor.

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

Resolution #11 of 2015

**Authorizing the Highway superintendent to purchase tools, equipment and repair orders**

Resolved that the Highway Superintendent be authorized to expend amounts under One Thousand Five Hundred (\$1,500) Dollars to purchase tools, equipment and repair orders without the prior approval of the Town Board, but follow the Procurement Policy.

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

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

Resolution #12 of 2015

**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 2015

**Marriage Officer Appointment**

Resolved to appoint Joseph Provoncha, Essex County Clerk, to be Marriage Officer for 2015.

So moved by Robert Dobie and seconded by Donald Dresser. All voted "Aye".

Resolution #14 of 2015

**Mileage**

Resolved that the Town Board does hereby set the mileage rate at fifty-seven and one-half cents (57.5) per mile, the amount set by by the Internal Revenue Service for 2015, for the use of their vehicles while performing official duties, attending schools, convention 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 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 # 15 of 2015

**Renting Equipment**

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

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

Resolution #16 of 2015

**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 committies of the Board on file in the Town Clerk's office.

So moved by Robert Dobie and seconded by Donald Dresser. All voted "Aye".

Resolution #17 of 2015

**Inventory**

Resolved that the Town Clerk shall distribute to all Department Heads inventory sheets each year by November 1, 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 Donald Dresser and seconded by Laureen DeZalia. All voted "Aye".

Resolution # 18 of 2015

**Contracts**

**Ambulance**

Resolved that the Town Supervisor is authorized to contract with the Schroon Lake Ambulance Squad for the Town of North Hudson Emergency Services for the year 2015 in the amount of Thirty-three Thousand Seven Hundred Fifty Thousand Dollars (\$33,750);

**Fire Protection**

Be it further authorized that the Town Supervisor contract with the North Hudson Volunteer Fire Company in the amount of Seventy-seven Thousand Dollars (\$77,000) for the purpose of fire protection;

**Medi-Vac**

Be it further authorized that the Town Supervisor is to contract for emergency health evacuation in the amount of One Thousand Dollars (\$1000);

**Senior Citizen Bus**

Be it further authorized that the Supervisor is to contract with Schroon Lake Senior Citizens for full services transportation on the Senior Citizen's van in the amount of One Thousand Five Hundred Dollars (\$1,500) to be paid in two (2) installments – January and July;

**Animal Care**

Be it further authorized that the SPCA shelter in Westport be designated for the sheltering and/or confining of dogs as necessary and be paid a total of Three Hundred Sixty Dollars.

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

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

Resolution #19 of 2015

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

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

Resolution #20 of 2015

**Youth State Aid**

Resolved 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 Robert Dobie. On roll call:

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

Resolution #21 of 2015

**Assoc. of Towns Meeting and Meal Money**

Resolved that officials must have prior approval to attend the Assoc. 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. All voted "Aye".

Resolution #22 of 2015

**Annual Report**

Resolved that the Supervisor shall submit to the Town Clerk and to the State Comptroller a copy of the Annual Report of 2014 within sixty (60) days after the close of the year.

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

Robert Dobie moved and was seconded by Donald Dresser to adjourn the Organizational Meeting at 6:45 PM.

The Regular Town Board Meeting commenced at 6:46 PM with same attendees present.

The Town Clerk read the Minutes of the December 29<sup>th</sup> Meeting.

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

The Supervisor's Financial Report as of December 31, 2014, is as follows:

**Checking Accounts**

General Fund (Due to fire Dist. \$18,914)	(0.10%)	\$562,656.52
Highway Fund	(0.10%)	\$530,700.32
Total All Funds		\$1,093,356.84

Resolution #23 of 2015

Resolved that "Coyote Way" is the name chosen for the road that Emmet Thompson and Cecilia Sansone live on and it has been approved by 911.

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

Mr. Moore said that he had signed and sent the letter of intent to participate in the Municipal Energy Program. The final pricing is awaited and the MEP will lock in with the lowest bidding supplier. A contract will then be sent to us.

Resolution #24 of 2014

Resolved that the Supervisor sign the contract for the Municipal Energy Program.

So moved by Robert Dobie and seconded by Donald Dresser. On roll call:

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

Resolution #25 of 2015

Resolved that Ronald Moore shall be the Youth Board/ Planning Committee Primary and April Bessey will be his Deputy.

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

Resolution #26 of 2015

Resolved that the Youth Commission is authorized to spend at least One Thousand Dollars (\$1,000) to cover the 50/50 match required by the NYS Office of Children and Family Services.

So moved by Robert Dobie and seconded by Donald Dresser. On roll call:

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

#### Resolution #27 of 2015

Resolved that the Supervisor pay the Annual Association of Towns Membership Dues of Six Hundred Dollars (\$600) for the year 2015.

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

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

#### Resolution #28 of 2015

Resolved to pay the Adirondack Association of Towns and Villages dues of Three Hundred Dollars (\$300) for the year 2015.

So moved by Donald Dresser and seconded by Robert Dobie. On roll call:

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

#### Resolution #29 of 2015

Resolved that the Supervisor is hereby authorized to sign the contract for snow and ice removal on County Roads with Essex County.

So moved by Donald Dresser and seconded by Robert Dobie. On roll call:

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

Mr. Moore asked the Board to look over the Employee Handbook, contact him by February 3 with any suggestions or changes and then the board would meet with Mr. Moore on Thursday, February 5 at 6:00 PM to discuss possible changes. In the Board Members' packets was a map of the Otter Creek Trail

System. Review the map and if you have any ideas write it down ; sketch it out; let Mr. Moore know about it.

The Housing-Assistance Program of Essex County is looking for low-to-moderate income homeowners interested in applying for funds to replace failing on-site septic systems.

Mr. Moore received an e-mail informing him that the Tax Freeze Certification form had not been submitted, must be done by January 21, even if they do not qualify for the freeze credit. In order to qualify we need to repeal the Tax Cap Over- ride.

Mr. Moore spoke with Doug Arnold in regard to the Grace Peak Celebration. Mr. Arnold has some plans and Mr. Moore said that he felt someone should look at our park area to see if it fits their plans.

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

General Fund	\$6,939.28
Highway Fund	\$3,770.64
Total	\$10,709.92

Laureen DeZalia moved and was seconded by Donald Dresser to accept the Judge's report as audited. All voted "Aye".

The Supervisor then opened the Privilege of the Floor but no one spoke.

Robert Dobie moved and was seconded by Laureen DeZalia to adjourn the Meeting at 7:35 PM. All voted "Aye"

Respectfully submitted,  
Sarah Vinskus, Town Clerk