**TOWN OF NORTH HUDSON**

**ORGANIZATIONAL MEETING**

**THURSDAY JANUARY 2, 2025**

**6 pm**

 Present:

Supervisor Clark, Councilman DeZalia, Councilman Duntley. Councilman King, Councilman Koller and Town Clerk

No guests present.

 Supervisor Clark called the meeting to order and led in the Pledge to the Flag.

**Resolution #1 of 2025**

**Appointments**

Michael Marsden - Chairman of Board of Assessors

Chandler Thompson - Dog Control Officer

Tony Venner - Transfer Station Attendant

Chandler Thompson - Substitute Transfer Station attendant

Martha King - Registrar

Cassandra D’Agostino - Deputy Registrar

Emmett Thompson - Deputy Highway Superintendent

Bruce Caza - Deputy Town Supervisor

Cassandra D’ Agostino - Deputy Town Clerk

Martha King - Town Auditor

Chris Clark - Budget Officer

Bruce Caza – Assistant Budget Officer

Martha King - Records Management Officer

Martha King - Records Access Officer

Jon Sencal - Zoning/Building Codes

Martha King - Health Officer

Joan Staunches – Clerk to Supervisor

Joan Staunches - Safety Officer

Joan Staunches - Youth Program

John Silvestri – Attorney

Bruce Caza, Frank Dawark, Don Jepson, Frank Shaw, Will Plumstead – Planning Board

Frank Shaw, Tracee Parent, Brandon Potter – Board of assessment Review

Moved Supervisor Clark Second Councilman DeZalia

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution # 2 of 2025**

**Committees:**

Resolve that the Town Supervisor appoint committees with the following duties and responsibilities.

All members of the town board are members of committee:

**Highway**: Chairman Supervisor Clark, Vice Chairman Councilman Koller

**Public Services**\*: Chairman Councilman DeZalia, Vice Chairperson Councilman Duntley

 \*street lighting, park & beach, cemeteries, transfer station

**Justice/Courts**: Chairman Supervisor Clark, Vice Chairman Councilman King

Moved Supervisor Clark, Second Councilman King

Discussion on Supervisor Clark Chairing committees.

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #3 of 2025**

**Official Designations**:

Official Depository - Glens Falls National Bank

Investment Depository - NYCLASS

Glens Falls National Bank, NYCLASS institutions or as the Supervisor may deem to be beneficial and with prior approval of Town Board.

Official Newspaper - Sun Community News

Moved Councilman King, Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #4 of 2025**

**Establishment of Salaries**:

Supervisor - $ 29,000.00

Deputy Supervisor - $836.00

Town Clerk/Tax Collector - $20,240.00

Registrar - $500.00

Deputy Town Clerk - $1,050.00

(4) Councilmen@ $5,479.50 - $ 21,918.00

Justice - $25,100.00

Budget Officer - $3,000.00

(2) Assessors - @ $ 6357.00

Chainman of Assessors - $ 10261.94

Total Assessors- $ 22975.94

Superintendent of Highway - $48,286.00

Deputy Supt. of Highways - $650.00

Animal Control Officer - $1,591.00

Zoning & Bldg. Codes Officer - $ 27.00 per hr.

Health Officer - $500.00

Safety Coordinator - $ 650.00

Youth Program - $6,000.00

Clerk to Supervisor – $21.45 per hr.

Court Clerk - $ 21.45 per hr.

Cleaning Custodian - $ 15.96 per hr.

Transfer Attendant –$ 16.18 per hr.

Substitute Transfer Attendant - $ 16.18 per hr.

Planning Board (5) - $ 300 stipend at years end

BAR (3) $ 200 stipend at years end

Moved Supervisor Clark, Second Councilman DeZalia

BD-Y

KD-Y

CC-Y

JK -Abstain

LK-Y

So Moved

**Resolution #5 of 2025**

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

Resolved that those classified as Heavy Equipment Operators shall be paid $21.97 per hour for forty (40) hours per week and those classified as Laborers shall be paid $19.63 per forty hours and be it further resolved that overtime pay for the time over forty (40) hours be at time and a half. New hires shall be paid 10% less for a probationary period of 60 days or a term deemed needed by the Highway Superintendent.

Be it further resolved that paid holidays are as follows:

New Year’s Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus day, Election day, Veterans Day, Thanksgiving Day, Thanksgiving day, Christmas Day and one floating holiday 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 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 resolved the Highway Department employees shall be paid every two weeks, and

Be it 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 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 a.m. on Mondays with the checks being issued by 11 a.m. 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 OSHA-approved footwear for part time and/or seasonal employees per year at a cost of no more than One Hundred Dollars ($100) per pair. OSHA- approved footwear shall be worn on the job at all times,

 Be it further resolved that Highway employees will receive three (3) hours minimum call in pay which occurs between November 1 and March 1, for the purpose 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.

Moved Councilman King Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution # 6 of 2025**

**Adoption of Policies**

**\*These have not changed**

Code of Ethics

Open Meeting Law Policy

Clean Air Policy

Procurement Policy

Investment Policy

Moved Councilman King Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #7 of 2025**

**Town Board Meetings**

Resolved that the Regular Town Board meetings will, through the year 2025, will be held at the North Hudson Town Hall.

The dates are as follows:

January 16, February 20, March 20, April 17, May 15, June 18, July 17, August 21, September 18, October 16, November 20, and December 18.

Be it further resolved that all Regular Town Board meetings and public hearings will be published at least two (2) week prior to the meeting in the Official Newspaper, on the town website and/or signboard.

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 it on file for one (1) calendar year from the paper.

Moved Councilman King, Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #8 of 2025**

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

Resolved that the Highway Superintendent be authorized to expend amounts under $ 2,000 to purchase tools, equipment and repair orders without the prior approval of the Town Board, but follow Procurement Policy.

Moved Supervisor Clark Second Councilman Koller

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #9 of 2025**

**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.

Moved Supervisor Clark Second Councilman DeZalia

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution # 10 of 2025**

**Mileage**

Resolved that the Town Board does herby set the standard mileage rate of **$ .70** the amount set by the Internal Revenue Service for 2025, for the use of their vehicles while preforming official duties, attending schools, convention and actual expenses. All the mileage is measured from the Town Hall and must be submitted within sixty (60) days of the travel.

Moved Supervisor Clark Second Councilman King

Discussion on mileage submission and the 60 day timeframe.

BD - Y

KD - Y

CC - Y

JK - No

LK – Y

So moved

**Resolution #11 of 2025**

**Inventory**

Resolved that the town clerk shall distribute to all Department Heads inventory sheets each year by June 1, and Further resolved that each Department Head will have the inventory completed by July 31 and copies shall be distributed to the town board thirty (30) days thereafter.

Moved Councilman King Second Supervisor Clark

Discussion on dates.

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #12 of 2025**

**Contracts**

**Fire Protection**-

Authorize the Town Supervisor to contract with the North Hudson Volunteer Fire Company in the amount of $ 100,000.00 for the purpose of fire protection.

Also, Authorize the Town Supervisor to contract with Schroon Lake Ambulance in the amount of $ 65,000.00 for Ambulance services.

Moved Councilman King Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution # 13 of 2025**

**Post –Audit payments authorized**

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

Moved Supervisor Clark Second Councilman DeZalia

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution # 14 of 2025**

**Association of Towns Meeting and Meal Money**

Resolve that officials have must have prior approval to attend the Association of Towns Meeting and authorization for upfront money for meals for any town officer going to an approved conference or training session.

Moved Supervisor Clark Second Councilman Koller

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

**Resolution #15 of 2025**

**Annual Report**

Resolved that the Supervisor shall submit to the Town Clerk and to the Comptroller a copy of the Annual Report of 2024 within sixty (60) days after the close of the year.

Moved Councilman King Second Councilman Koller

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

Councilman King moved to adjourn at 6:26 pm Second Supervisor Clark

BD - Y

KD - Y

CC - Y

JK - Y

LK – Y

So moved

Respectfully submitted

Martha M. King

Town Clerk