

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2012
6:00 PM**

Present at meeting Ralph Bentley Supervisor
 Frank Hill Councilman
 Kenneth Higgins Councilman
 Robert Olson Councilman
 Matt Simpson Councilman
Krista Wood Town Clerk

Also: Bill McGhie, Thad Smith, Harry Balz, Gary Frenz, James Steen

First order of Business...swearing in of newly elected officials.

Krista Wood, Town Clerk, administered the Oath of Office to:

- Supervisor, Ralph Bentley
- Councilman, Kenneth Higgins
- Councilman, Matthew Simpson

Supervisor Bentley opened the Organization Meeting and welcomed guests.

The Resolutions to organize the Town were then introduced. Councilman Olson asked to vote on Resolution #21 and #24 separately. Councilman Higgins, after having reviewed the Committees in proposed Resolution #1-2012, noted that Councilman Olson has only been put on one Committee. Councilman Higgins said he would like to see everyone settle their differences and start the year off right. Therefore, he asked Supervisor Bentley to take him off at least three of the Committees and put Councilman Olson on the Committees instead. Councilman Hill agreed that Councilman Olson should be on more than one Committee. Supervisor Bentley agreed to amend the list of Committees as recommended by Councilman Higgins.

RESOLUTION NO. 1 OF 2012

Messrs. Higgins and Simpson introduced Resolution #1 of 2012 and moved its adoption, Ayes: 4 (Higgins, Simpson, Hill, Bentley) Abstain: 1 (Olson):

RESOLUTION DESIGNATING COMMITTEES FOR 2012

RESOLVED, that Supervisor Ralph Bentley does hereby appoint the following Committees for 2012, first name being the Chairman:

RECYCLING & TRANSFER STATION HILL & OLSON

FINANCE, INSURANCE, PERSONNEL,
ELECTIONS & LEGISLATIVE SIMPSON & OLSON

FACILITIES, GROUNDS, PUBLICITY,
BEAUTIFICATION, CABLE HILL & SIMPSON

HIGHWAY, TRAFFIC SAFETY, STREET
LIGHTS, LAKE AFFAIRS, DAM HILL & HIGGINS

FIRE & AMBULANCE OLSON & SIMPSON

CEMETERY & LIBRARY SIMPSON & HILL

RECREATION (YOUTH & SENIORS),
HEALTH, INSECT CONTROLHIGGINS & SIMPSON

PLANNING, COMMUNITY DEVELOPMENT,
ZONING, REAL PROPERTY ASSESSMENT,
DATA PROCESSINGHIGGINS & SIMPSON

MILFOIL COMMITTEE (SCHROON LAKE) Hill, Simpson, B. McGhie, Jane Smith
MILFOIL COMMITTEE (BRANT LAKE)Higgins, Simpson, D. Paton, W. Scidmore, Wayne Butler

STARBUCKVILLE COMMITTEE Hill, Higgins, J. Koch

HAMLET REVITALIZATION COMMITTEE OLSON

HORICON DAY Simpson, Hill, K. Radford

Councilman Hill noted that since the Committees exist they ought to be used and used properly. He stated that if anyone needs something or has any issues, etc they should go to their Committee not to the Supervisor. He further noted that communications should be done via written correspondence to avoid any misunderstandings or mistakes. Councilman Olson added that the Committee Chair should delegate this. The Board agreed.

Messrs. Olson and Higgins introduced Resolution #2-20 and #22-#23 and moved their adoption, all Ayes:

RESOLUTION NO. 2 OF 2012

RESOLUTION DESIGNATING SALARIES FOR 2012

RESOLVED, that effective January 1, 2012 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Ralph Bentley	\$24,680.00
Budget Officer	Ralph Bentley	\$ 2,500.00
Town Clerk	Krista Wood	\$30,540.00
Town Council	Frank Hill	\$ 4,806.00
	Kenneth Higgins	\$ 4,806.00
	Robert Olson	\$ 4,806.00
	Matt Simpson	\$ 4,806.00
Town Justice	James Murphy	\$12,427.00
Hwy. Supt.	Paul Smith	\$44,346.00
Sole Assessor	Paul Maniacek	\$13,500.00
Tax Collector	Krista Wood	\$ 5,150.00
Assistant Tax Collector	Dawn Higgins	\$ 1,190.00

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Library Clerk	Linda Hoyt	\$13,906.00
Dog Control	Darian Granger	\$ 4,250.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Gary Scidmore	\$ 800.00
Zoning Officer	Gary McMeekin	\$18,708.00
Landfill Supt.	Robert Hayes	\$33,150.00

Hourly Wages:

Sec./Book	\$15.95	Justice Clerk	\$15.95	Library Sub	\$ 11.69
Cleaning Cust.	\$14.00	Cemetery Cust.	\$19.83	Bd of Review	\$267.00
Lifeguard	\$12.50	PL&ZBA Mtgs	\$20.00	Data Collector	\$15.00
Assess. Sec	\$15.40	Zoning Sec.	\$15.40	Museum Sec	\$12.70
Landfill Helper	\$12.45	Beautific. (Greg)	\$18.14	Wingman	\$17.14
T. Meade	\$20.33	J. Baker	\$20.23	S. Holland	\$20.23
D. Granger	\$20.08	M. Younes	\$20.08	J. Bentley	\$20.08
B. Donahue	\$20.65	T. Peters	\$19.83	B. Miller	\$18.83

RESOLUTION NO. 3 OF 2012

RESOLUTION DESIGNATING OFFICIAL BANKS

RESOLVED, that the following are designated to be the official banks to deposit the Town of Horicon's monies during 2012:

- TD Banknorth
- Glens Falls National Bank

RESOLUTION NO. 4 OF 2012

RESOLUTION DESIGNATING TOWN NEWSPAPERS

RESOLVED, that the Glens Falls Post Star shall be used for all legal notices of the Town of Horicon, BE IT FURTHER

RESOLVED, that the Adirondack Journal will be used for all other notices and advertising not considered to be a "legal notice".

RESOLUTION NO. 5 OF 2012

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 55.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2012. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6 OF 2012

RESOLUTION SETTING DATE OF MONTHLY MEETINGS

RESOLVED, that the Town Board of the Town of Horicon shall hold its monthly meeting on the third Thursday of each month at 7:00 PM at the Horicon Community Center.

RESOLUTION NO. 7 OF 2012

RESOLUTION AUTHORIZING SUPERVISOR TO SEND REPORT

RESOLVED, that the Supervisor shall submit to the Town Clerk and to the State Comptroller, a copy of the Annual Report for 2011 no later than 60 days after the close of the year.

RESOLUTION NO. 8 OF 2012

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh be re-appointed to serve as Town Historian for 2012 at a salary of \$1,500.00.

RESOLUTION NO. 9 OF 2012

RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO EXPEND AMOUNTS UNDER \$1,000.00

RESOLVED, that the Highway Superintendent be authorized to expend under \$1,000.00 per item for repairs. Any other expenditures shall be reviewed by the Highway Committee.

RESOLUTION NO. 10 OF 2012

RESOLUTION TO RE-APPOINT DOG CONTROL OFFICER

RESOLVED, that the Town Board does hereby re-appoint Darian Granger to serve as Dog Control Officer for the Town of Horicon. Annual salary is \$4,250.00.

RESOLUTION NO. 11 OF 2012

RESOLUTION AUTHORIZING SUPERVISOR TO PURCHASE CERTIFICATE OF DEPOSITS WITH SURPLUS MONEY

RESOLVED, that the Supervisor is hereby authorized to place surplus monies in legal deposits, at the highest available interest for the Town of Horicon.

RESOLUTION NO. 12 OF 2012

RESOLUTION RE-APPOINTING TOWN COUNSELOR

RESOLVED, that Mark Schachner, Esq. is hereby re-appointed as Town Counsel for the Town of Horicon. Counselor Schachner shall be compensated on an hourly basis of \$125.00.

RESOLUTION NO. 13 OF 2012

RESOLUTION TO ADOPT PROCUREMENT POLICY AND PROCEDURES PURSUANT TO S104B OF THE GENERAL MUNICIPAL LAW

WHEREAS, the Town of Horicon adopted a Procurement Policy in Resolution 32 of 1992, AND WHEREAS, this policy needs to be reviewed and adopted each year, NOW, THEREFORE BE IT RESOLVED, that the Town Board hereby adopts the Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law.

RESOLUTION NO. 14 OF 2012

RESOLUTION TO ADOPT INVESTMENT POLICY FOR TOWN

WHEREAS, the Town of Horicon adopted an Investment Policy in January, 1988, AND

WHEREAS, this policy is reviewed and adopted each year, NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Horicon, hereby adopts the Investment Policy enacted in Resolution 21 of 1988. Banks used by the Town of Horicon are named in Resolution 3 at every Organization Meeting.

RESOLUTION NO. 15 OF 2012

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2012

WHEREAS, under Sec. 25 of Town Law, the Town Board is required to set the amounts of a Blanket Bond for Town Officers & Employees by Resolution, AND WHEREAS, the Town of Horicon is insured for bonding of all its employees, NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Horicon establishes the following limits of insurance:

Public Employee dishonesty bond-per employee	\$10,000.00
Additional indemnity-specified positions	
Town Supervisor	\$ 30,000.00
Deputy Supervisor	\$ 30,000.00
Town Clerk	\$ 30,000.00
Tax Collector	\$310,000.00

Public Officials Liability Policy: Provides coverage for "errors or omissions" for which public officials are found liable:

Each Claim Limit	\$1,000,000.00
Annual Aggregate	\$1,000,000.00

BE IT FURTHER RESOLVED, that the Town Clerk of the Town of Horicon is hereby instructed to file a copy of this Resolution with the Warren County Clerk

RESOLUTION NO. 16 OF 2012

RESOLUTION RE-APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Bentley does hereby re-appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$15.95 per hour for a 40 hour week.

RESOLUTION NO. 17 OF 2012

RESOLUTION TO APPOINT PLANNING BOARD MEMBERS

WHEREAS, Bradley Bruce's term on the Planning Board expired December 31, 2011 and he has decided not to seek another term, NOW, THEREFORE BE IT

RESOLVED, that the Town Board does hereby wish to appoint current alternate Bill McGhie to the open Planning Board seat to serve a term that will expire on December 31, 2016, and BE IT FURTHER

RESOLVED, that the Town Board does hereby appoint Paul Holmes to the Planning Board alternate seat vacated by Bill McGhie to complete that term which will expire on December 31, 2015.

RESOLUTION NO. 18 OF 2012

RESOLUTION TO RE-APPOINT THAD SMITH TO ZONING BOARD OF APPEALS

RESOLVED, that the Town Board does hereby wish to re-appoint Thad Smith to a five year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2012 and expire on December 31, 2016.

RESOLUTION NO. 19 OF 2012

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Gary Frenz as Chairman of the Zoning Board of Appeals for a one year term, expiring December 31, 2012 at an annual salary of \$750.00.

RESOLUTION NO. 20 OF 2012

RESOLUTION TO APPOINT BOARD OF ETHICS

WHEREAS, the Town of Horicon Code of Ethics calls for the annual appointment of a Board of Ethics to serve at the pleasure of the Town Board, NOW, THEREFORE BE IT RESOLVED, that the Town Board does hereby appoint the following people to the Town of Horicon Board of Ethics for a one year term expiring December 31, 2012:

Jane Smith
Mike Erickson
Edna Trumble
Jason Willette
Dave Iasevoli

BE IT FURTHER RESOLVED, that the Town Board authorizes the Clerk to advertise for an individual interested in serving as Board of Ethics alternate.

RESOLUTION #21-2012

Messrs. Higgins and Hill introduced Res. No. 21 and moved its adoption,
Ayes: 4 (Higgins, Hill, Simpson, Bentley) Abstain: 1 (Olson):

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint Gary McMeekin to serve as Zoning Officer for the Town of Horicon for the annual salary of \$18,708.00

RESOLUTION #22-2012

RESOLUTION TO RE-APPOINT LIBRARY TRUSTEE

RESOLVED, that the Horicon Town Board does hereby re-appoint E. Joyce Greenidge to serve on the Board of Trustees of the Horicon Free Public Library for a term of five years. Term to expire on December 31, 2016.

RESOLUTION #23-2012

RESOLUTION TO AUTHORIZE EXECUTION OF "MUNICIPAL/GOVERNMENTAL UNIT CORPORATION AUTHORIZATION RESOLUTION" FOR TD BANK

RESOLVED, that the Town Board does hereby authorize Supervisor Ralph Bentley and Deputy Supervisor Frank Hill to execute the "Municipal Master Signers Certificate" for the Town of

Horicon. This certificate is effective for one year and is on file with TD Bank

Proposed Resolution #24 -2012 - Appointing Christine Hayes as Deputy Assessor. There was discussion on appointing Christine Hayes as Deputy Assessor for an annual stipend of \$3,000.00. Councilman Hill suggested holding off until the Board could discuss this further with Assessor Maniacek. Councilman Higgins pointed out that she is in the office doing the work already and he does not feel it warrants the additional \$3,000.00. Councilman Olson noted that it had been his understanding from previous discussions that the position would be advertised, which Councilman Hill said was his understanding as well. The Board will hold off on making a decision for now.

New Business:

RESOLUTION #24-2012

Messrs. Hill and Higgins introduced Res. No. 24 and moved its adoption, all Ayes:

RESOLUTION AUTHORIZING TOWN OFFICIALS TO ATTEND ASSOCIATION OF TOWNS TRAINING SCHOOL

RESOLVED, that the Town Board does hereby authorize Zoning Administrator Gary McMeekin, Planning Board member Georgia McMeekin, and Town Board member Matt Simpson to attend the Association of Towns Training School from February 19th through the 22nd, 2012.

RESOLUTION #25-2012

Messrs. Higgins and Hill introduced Res. No. 25 and moved its adoption, all Ayes:

RESOLUTION APPOINTING DELEGATES TO CAST VOTE FOR THE TOWN OF HORICON AT ASSOCIATION OF TOWNS MEETING

RESOLVED, that the Town Board of the Town of Horicon does hereby appoint Paul Maniacek to cast the vote for the Town of Horicon at the Annual Business Session of the Association of Towns Meeting in New York City on February 22nd, 2012, BE IT FURTHER

RESOLVED, that in the absence of Mr. Maniacek, the Town Board wishes to appoint Matt Simpson as the alternate to vote for the Town of Horicon at the Association of Towns Meeting.

RESOLUTION #26-2012

Messrs. Olson and Hill introduced Res. No. 26 and moved its adoption, all Ayes:

RESOLUTION TO AUTHORIZE ATTENDANCE AT SARATOGA COUNTY PLANNING AND ZONING CONFERENCE

RESOLVED, that the Town Board does hereby authorize the interested Members of the Town Board, Planning Board and Zoning Board to attend the Saratoga County Planning and Zoning Conference. The Conference is being held in Saratoga Springs on Wednesday, January 25, 2012. The cost is \$70 per person plus reimbursement of mileage.

RESOLUTION #27-2012

Messrs. Higgins and Hill introduced Res. No. 27 and moved its adoption, all Ayes:

RESOLUTION TO AUTHORIZE PAYMENT TO WARREN-HAMILTON OFFICE FOR THE AGING

RESOLVED, that the Town Board does hereby authorize payment to Warren-Hamilton

Counties' Office for the Aging in the amount of \$1,260.00 for transportation for the fourth quarter 2011. The invoice must be paid prior to January 16, 2012 to get reimbursement from the County.

Harry Balz asked the Board if they will be appointing a Chair for the Planning Board. Supervisor Bentley said that they would wait for a recommendation from the Planning Board. Harry suggested that they go ahead and appoint Doug Paton as Chairman tonight. The following Resolution was introduced:

RESOLUTION #28-2012

Messrs. Olson and Simpson introduced Res. No. 28 and moved its adoption, all Ayes:

RESOLUTION TO APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby appoint Doug Paton as Chairman of the Planning Board for a one year term, expiring December 31, 2012, at an annual salary of \$750.00.

There being no further business, the meeting was adjourned at 6:18 PM by MOTION of Messrs. Olson and Hill, all Ayes.

Respectfully submitted:

Town Clerk