

Present at meeting	Michael N. Geraci	Supervisor
	Kayla Carlozzi	Councilperson
	John Francisco	Councilperson
	Robert Olson	Councilperson
	Peter Palmer	Councilperson
	Krista Wood	Town Clerk

Also: HS Darian Granger, Becky Ross, and Anna Whitman.

Supervisor Geraci opened the Organizational Meeting at 2:00 pm.

Supervisor Geraci welcomed guests and noted the first order of business would be the administering of the Oath of Office to the newly elected Town Officials. The Town Clerk administered the Oath of Office to:

Supervisor Michael N. Geraci
Highway Superintendent Darian Granger
Councilperson Kayla Carlozzi
Councilperson Pete Palmer
Councilperson John Francisco

The Resolutions to organize the Town were then introduced...

Councilpersons Olson and Carlozzi introduced Resolutions #1 - #25 and moved their adoption, Ayes: 5 (Olson, Carlozzi, Palmer, Francisco, Geraci) Nays: 0 :

RESOLUTION NO. 1-2024

RESOLUTION DESIGNATING LIAISONS FOR 2024

RESOLVED, that Supervisor Michael Geraci does hereby assign the following Liaisons for 2024:

<u>Department:</u>	<u>Chair:</u>	<u>Member:</u>
Assessor / Zoning	Olson	Palmer
Brant Lake	Palmer	Olson
Cemeteries	Olson	Francisco
Facilities & Grounds	Carlozzi	Francisco
Finance & Insurance	Geraci	Olson
Highway	Palmer	Carlozzi
Library	Olson	N/A
Personnel	Palmer	Carlozzi
Public Information / Technology	Carlozzi	N/A
Schroon Lake	Olson	Francisco
Transfer Station	Palmer	Olson

RESOLUTION NO. 2-2024

RESOLUTION DESIGNATING SALARIES FOR 2024

RESOLVED, that effective January 1, 2024 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Michael Geraci, Sr.	\$ 42,843.09
Deputy Supervisor	Becky Ross	\$ 1,500.00
Budget Officer	Anna Whitman	\$ 2,784.80
Town Council	Kayla Carlozzi	\$ 6,752.74
	Robert Olson	\$ 6,752.74
	Peter Palmer	\$ 6,752.74
	John Francisco	\$ 6,752.74
Town Justice	John Mahon	\$ 13,925.93
Town Clerk/Tax Collector	Krista Wood	\$ 54,804.95
Highway Superintendent	Darian Granger	\$ 62,666.66

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 4, 2024
2:00 PM**

Sole Assessor	Christine Hayes	\$ 77,128.20	* Shared Service with Bolton
Zoning Officer	TBD	\$ 41,400.00	
Secretary to the Supervisor	Becky Ross	\$ 43,448.89	
Bookkeeper	Anna Whitman	\$ 40,000.00	
Bookkeeper (as needed)	Patricia Monahan	\$ 3,000.00	
Health Officer	Lynn Keil	\$ 1,000.00	
Dog Control Officer	Darian Granger	\$ 6,000.00	
Museum Coordinator	TBD	\$ 4,000.00	
Web Maintenance	Krista Wood	\$ 1,200.00	
Historian	Colleen Murtagh	\$ 2,500.00	
Board of Review members per meeting fee		\$ 267.00	
Chairman ZBA & Planning Boards		\$ 900.00	
ZBA and PB Members per meeting fee		\$ 35.00	

Hourly Wages:

Boat Stewards	\$ 16.56
Deputy Tax Collector	\$ 16.48
Facility Manager	\$ 20.36
Justice Clerk	\$ 20.70
Library Clerk	\$ 17.60
Library Assistant	\$ 15.53
Lifeguard	\$ 16.56
Buildings & Grounds Laborer	\$17.60 (Rob Wallace)
Buildings & Grounds Laborer	\$16.56 (Shane Westerkamp)
Transfer Station Attendant	\$ 17.63

Transfer Station Recycling Attendant	\$ 16.56
Transfer Station – part-time	\$ 15.97
Zoning/Planning Sec.	\$ 17.68

Highway Wages:

Wingman	\$ 18.83		
M. Younes HEO \$ 26.75	A. D’Angelico HEO \$ 26.50	Jack Vanderwarker Mechanic \$ 26.94	
R. Otruba HEO \$ 26.50	A. Otruba Laborer \$ 22.52	C. Petro MEO \$ 25.74	
J. Kennedy HEO \$ 26.25	B. Arnold HEO \$ 26.25	S. Bolton MEO \$ 23.99	

RESOLUTION NO. 3-2024

RESOLUTION DESIGNATING OFFICIAL BANKS

RESOLVED, that Glens Falls National Bank is designated to be the official bank to deposit the Town of Horicon’s monies during 2024.

RESOLUTION NO. 4-2024

RESOLUTION DESIGNATING TOWN NEWSPAPERS FOR 2024

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 Sun and The Chronicle will be used for all other notices and advertising not considered to be a “legal notice”.

RESOLUTION NO. 5-2024

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at the current rate of 67 cents per mile for use of their personal vehicles in the performance of their official duties in 2024. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2024

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 6:00 PM at the Horicon Community Center.

RESOLUTION NO. 7-2024

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 2023 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2024

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 expenditure shall be reviewed by the Highway Committee.

RESOLUTION NO. 9-2024

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 65 of 2014, 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. 10-2024

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. 11-2024

RESOLUTION AUTHORIZING SUPERVISOR TO PURCHASE CERTIFICATE OF DEPOSITS WITH SURPLUS MONEY

RESOLVED, that the Supervisor, following a review of the competitive interest rates, is hereby authorized to invest surplus monies in legal deposits, in a high interest-bearing account.

RESOLUTION NO. 12-2024

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2024

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. 13-2024

RESOLUTION TO RE-APPOINT TOWN COUNSELOR

RESOLVED, that Mark Schachner, Esq. is hereby re-appointed as Town Counsel for the Town of Horicon for 2024. Counselor Schachner shall be compensated on an hourly basis of \$260.00.

RESOLUTION NO. 14-2024

RESOLUTION TO RE-APPOINT DEPUTY SUPERVISOR

RESOLVED, that Supervisor Geraci does hereby re-appoint Becky Ross to serve as Deputy Supervisor for the Town of Horicon at a salary of \$1,500.00.

RESOLUTION NO. 15-2024

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2024 at a salary of \$2,500.00.

RESOLUTION NO. 16-2024

RESOLUTION TO RE-APPOINT SECRETARY TO THE SUPERVISOR

RESOLVED, that Supervisor Geraci does hereby re-appoint, with Town Board approval, Becky Ross as Secretary to the Supervisor at a salary of \$43,448.89.

RESOLUTION NO. 17-2024

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 for 2024; annual salary is \$6,000.00.

RESOLUTION NO. 18-2024

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Cheryl Erickson as Chair of the Zoning Board of Appeals for a one-year term expiring December 31, 2024 at an annual salary of \$900.00.

RESOLUTION NO. 19-2024

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Steve Mullins as Chair of the Planning Board for a one-year term expiring December 31, 2024 at an annual salary of \$900.00.

RESOLUTION NO. 20-2024

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER TROY SCRIPTURE

RESOLVED, that the Town Board does hereby wish to re-appoint ZBA member Troy Scripture to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2024 and expire on December 31, 2028.

RESOLUTION NO. 21-2024

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER MELANIE FUERST

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Melanie Fuerst to a five-year term on the Horicon Planning Board to commence on January 1, 2024 and to expire on December 31, 2028.

RESOLUTION NO. 22-2024

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER MARGARET HOLMES

RESOLVED, that the Town Board does hereby re-appoint Margaret Holmes to a five-year term on the Horicon Board of Ethics to commence January 1, 2024 and expire on December 31, 2028.

RESOLUTION NO. 23-2024

RESOLUTION TO RE-APPOINT BOARD OF ETHICS ALTERNATE MEMBER BECKY ROSS

RESOLVED, that the Town Board does hereby re-appoint Becky Ross to a five-year term as alternate on the Horicon Board of Ethics to commence January 1, 2024 and expire on December 31, 2028.

RESOLUTION NO. 24-2024

RESOLUTION TO RE-APPOINT HORICON REPRESENTATIVE TO THE NWEMS

RESOLVED, that the Town Board does hereby re-appoint Rob Smith to a one-year term to commence January 1, 2024 and expire on December 31, 2024 as Horicon representative to the North Warren Emergency Squad.

RESOLUTION NO. 25-2024

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER SARA MULLINS

RESOLVED, that the Town Board does hereby re-appoint Sara Mullins to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2024 and expire on December 31, 2028.

Other Business...

RESOLUTION NO. 26-2024

Councilman Palmer and Councilman Olson introduced Res. No. 26 and moved its adoption:

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH WARREN COUNTY FOR SOLID WASTE DISPOSAL

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Supervisor to sign the Intermunicipal Agreement with Warren County for solid waste and recycling disposal and hauling services for 2024.

Ayes: 5 (Palmer, Olson, Carlozzi, Francisco, Geraci) Nays: 0 :

Official time sheet for Town employees other than Highway Department:

Supervisor Geraci explained there is a new time sheet for Town employees, other than the Highway Department employees, and it is going to be available electronically. The new time sheet will be effective January 10th.

Employment Policies and Practices Manual:

Supervisor Geraci gave each Board member a draft copy of the Employment Policies and Practices manual. He asked the Board members to review it in the next two weeks and let him know if there are any questions, comments, or concerns. He said he would like to adopt this at the January 18th meeting, however, if there are changes that need to be made it can be adopted at the February meeting.

Privilege of the floor... no comments

Adjourn

There being no further business, the meeting was adjourned at 2:13 PM by MOTION of Councilperson Carlozzi and Councilperson Francisco, all Ayes.

Respectfully submitted:

Town Clerk