

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 6, 2025
2:00 PM**

Present at meeting	Michael N. Geraci	Supervisor
	Kayla Carlozzi Hodgson	Councilmember
	Scott Hayes	Councilmember
	John Francisco	Councilmember
	Krista Wood	Town Clerk
Absent:	Teri Schuerlein	Councilmember

Also: Deputy Supervisor Becky Ross, Assessor Christine Hayes, Bob and Sylvia Smith, and Wayne Butler.

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

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

Councilmember Hodgson and Hayes introduced Resolutions #1 - #28 and moved their adoption,
Ayes: 4 (Hodgson, Hayes, Francisco, Geraci) Absent: 1 (Schuerlein) Nays: 0

RESOLUTION NO. 1-2025

RESOLUTION DESIGNATING LIAISONS FOR 2025

RESOLVED, that Supervisor Michael Geraci does hereby assign the following Liaisons for 2025:

<u>Department:</u>	<u>Chair:</u>	<u>Member:</u>
Assessment / Planning / Zoning	Francisco	Schuerlein
Brant Lake (BLA)	Schuerlein	Hayes
Cemetery	Francisco	Hodgson
Facilities & Grounds	Hodgson	Francisco
Finance & Insurance	Geraci	Schuerlein
Highway	Hayes	Hodgson
Library	Schuerlein	Hayes
Personnel	Hodgson	Schuerlein
Public Information / Social Media	Hodgson	Wood
Schroon Lake (ESSLA)	Hayes	Francisco
Transfer Station	Schuerlein	Francisco
EMS / Fire Company	Francisco	Geraci

Resolution #2-2025

RESOLUTION DESIGNATING SALARIES FOR 2025

RESOLVED, that effective January 1, 2025 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	Craig Leggett	\$ 2,896.19
Town Council	Kayla Carlozzi	\$ 6,752.74
	Scott Hayes	\$ 6,752.74
	Teri Schuerlein	\$ 6,752.74
	John Francisco	\$ 6,752.74
Town Justice	John Mahon	\$ 14,482.97
Town Clerk/Tax Collector	Krista Wood	\$ 56,997.15
Highway Superintendent	Darian Granger	\$ 65,173.33
Sole Assessor	Christine Hayes	\$ 80,213.33 * Shared Service with Bolton
Zoning Officer	Craig Leggett	\$ 36,400.00
Secretary to the Supervisor	Becky Ross	\$ 45,186.85
Health Officer	Lynn Keil	\$ 1,000.00
Dog Control Officer	Darian Granger	\$ 6,000.00
Web Maintenance	Krista Wood	\$ 1,248.00

Historian	Colleen Murtagh	\$ 2,600.00			
Board of Review members per meeting fee		\$ 267.00			
Chair ZBA & Planning Boards		\$ 900.00			
ZBA and PB Members per meeting fee		\$ 35.00			
<i>Hourly Wages:</i>					
Boat Stewards		\$ 17.22			
Deputy Clerk/Tax Collector		\$ 17.14			
Cleaner		\$ 21.17			
Clerk part-time (Zoning/Planning)		\$ 19.76			
Justice Clerk part-time		\$ 21.53			
Library Clerk part-time		\$ 18.30			
Library Assistant Clerk part-time		\$ 16.15			
Lifeguard		\$ 17.22			
Parks & Rec Laborer 1		\$18.30			
Parks & Rec Laborer 2		\$17.22			
Parks & Rec Laborer 3		\$17.22			
Transfer Station Attendant		\$ 18.34			
Transfer Station Recycling Attendant		\$ 17.22			
Transfer Station – part-time		\$ 16.61			
<i>Highway Wages:</i>					
Wingman		\$ 19.58			
M. Younes HEO	\$ 29.80	A. D’Angelico HEO	\$ 27.55	J. Vanderwarker Mechanic	\$ 28.02
R. Otruba HEO	\$ 27.55	A. Otruba Laborer	\$ 23.42	T. Millington MEO	\$ 25.77
J. Ricci MEO	\$ 25.77	B. Arnold HEO	\$ 27.55	S. Bolton MEO	\$ 26.77

Resolution #3-2025

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 2025.

Resolution #4-2025

RESOLUTION DESIGNATING TOWN NEWSPAPERS FOR 2025

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 #5-2025

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at the current rate of 70 cents per mile for use of their personal vehicles in the performance of their official duties in 2025. This mileage rate follows the IRS standard mileage.

Resolution #6-2025

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 #7-2025

RESOLUTION AUTHORIZING SUPERVISOR TO SEND REPORT

RESOLVED, that the Supervisor shall submit a copy of the Annual Report for 2024 to the Town Clerk and to the State Comptroller no later than 60 days after the close of the year.

Resolution #8-2025

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 #9-2025

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 155 of 2024, 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 #10-2025

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 #11-2025

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 #12-2025

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2025

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 #13-2025

RESOLUTION TO RE-APPOINT TOWN COUNSELOR

RESOLVED, that Mark Schachner, Esq. is hereby re-appointed as Town Counsel for the Town of Horicon for 2025. Counselor Schachner shall be compensated on an hourly basis of \$260.00.

Resolution #14-2025

RESOLUTION TO RE-APPOINT ASSESSOR

RESOLVED, that the Town Board does hereby re-appoint Christine Hayes to a new term as Assessor beginning September 30, 2025 and expiring September 30, 2031; this position is a shared service with Town of Bolton.

Resolution #15-2025

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint Craig Leggett to serve as Zoning Officer for the Town of Horicon for 2025.

Resolution #16-2025

RESOLUTION TO CRAIG LEGGET AS BUDGET OFFICER

RESOLVED, that the Town Board does hereby appoint Craig Leggett as Budget Officer for the Town of Horicon for 2025 at the annual salary of \$2,896.19.

Resolution #17-2025

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2025 at a salary of \$2,600.00.

Resolution #18-2025

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 2025; annual salary is \$6,000.00.

Resolution #19-2025

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER CHERYL ERICKSON

RESOLVED, that the Town Board does hereby wish to re-appoint ZBA member Cheryl Erickson to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2025 and expire on December 31, 2029.

Resolution #20-2025

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER RICH NAWROT

RESOLVED, that the Town Board does hereby wish to re-appoint ZBA member Rich Nawrot to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2025 and expire on December 31, 2029.

Resolution #21-2025

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS ALTERNATE MEMBER LARRY BELL

RESOLVED, that the Town Board does hereby wish to re-appoint ZBA alternate member Larry Bell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2025 and expire on December 31, 2029.

Resolution #22-2025

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS CHAIR

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, 2025 at an annual salary of \$900.00.

Resolution #23-2025

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIR

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, 2025 at an annual salary of \$900.00.

Resolution #24-2025

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER DAVID IASEVOLI

RESOLVED, that the Town Board does hereby re-appoint David Iasevoli to a five-year term on the Horicon Board of Ethics to commence January 1, 2025 and expire on December 31, 2029.

Resolution #25-2025

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER JOAN JOHNSON

RESOLVED, that the Town Board does hereby re-appoint Joan Johnson to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2025 and expire on December 31, 2029.

Resolution #26-2025

RESOLUTION TO RE-APPOINT TOM LUCIANO AS SLPD COMMISSIONER

RESOLVED, that the Town Board does hereby re-appoint Tom Luciano to a three-year term as Horicon SLPD Commissioner to commence January 1, 2025 and expire on December 31, 2027.

Resolution #27-2025

RESOLUTION TO RE-APPOINT HEALTH OFFICER

RESOLVED, that the Town Board does hereby re-appoint Lynn Keil to a four-year term as Horicon Health Officer to commence January 1, 2025 and expire on December 31, 2028; annual salary \$1,000.00.

Resolution #28-2025

RESOLUTION TO RE-APPOINT UPPER DAM OPERATOR AND ADVISORY COMMITTEE

RESOLVED, that the Town Board does hereby re-appoint Darian Granger as Upper Dam Operator, and, be it further RESOLVED, that Tom Turcotte, Matt Lynch, and Anthony Lashway be re-appointed as members of the Upper Dam Advisory Committee.

Other Business...

RESOLUTION NO. 29-2025

Councilmember Hodgson and Councilmember Hayes introduced Res. No. 29 and moved its adoption:

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH TOWN OF CHESTER FOR USE OF ANIMAL SHELTER

RESOLVED, that the Horicon Town Board does hereby authorize the Supervisor to sign the agreement with the Town of Chester for the use of the Chester Animal Shelter at a fee of \$300.00 for 2025.

Ayes: 4 (Hodgson, Hayes, Francisco, Geraci) Absent: 1 (Schuerlein) Nays: 0

RESOLUTION NO. 30-2025

Councilmember Hodgson and Councilmember Hayes introduced Res. No. 30 and moved its adoption:

RESOLUTION TO HIRE INSIGHT PAYROLL SOLUTIONS, INC.

RESOLVED, that the Horicon Town Board does hereby hire Insight Payroll Solutions Inc. to process the Town's payroll at a cost not to exceed \$5,000.00 for the year.

Ayes: 4 (Hodgson, Hayes, Francisco, Geraci) Absent: 1 (Schuerlein) Nays: 0

Privilege of the floor...

-Christine Hayes thanked the Board for her re-appointment. She said this will be her last six-year term as Assessor and said the Board should start thinking about someone to fill the position. Councilmember Francisco asked how many years it will take to train someone. Christine said between classes, certifications, and the in-office training the person should have at least three years, preferably more. She said the earlier the Board can find someone the better.

Executive Session:

Motion made by Councilmember Francisco, seconded by Councilmember Hodgson, to move to Executive Session for discussion regarding the proposed acquisition, sale or lease of real property, all in favor. The Board moved to Executive Session at 2:15 PM.

The Board returned from Executive Session at 2:25 PM and Councilmember Hodgson made a motion, seconded by Councilmember Francisco, to return to Regular Session, all in favor. Supervisor Geraci said the proposed acquisition, sale or lease of real property was discussed and no action was taken.

Adjourn

There being no further business, the meeting was adjourned at 2:25 PM by MOTION of Councilmember Hodgson and Councilmember Francisco, all Ayes.

Respectfully submitted:

Town Clerk