

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Present at meeting	Matt Simpson	Supervisor
	Frank Hill	Councilperson
	Kenneth Higgins	Councilperson
	Robert Olson	Councilperson
	Sylvia Smith	Councilperson
Krista Wood	Town Clerk	
Absent:	Kenneth Higgins	Councilperson
Also: Assessor Christine Hayes		

Supervisor Simpson welcomed the guest 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 Matthew Simpson
- Councilperson Frank Hill
- Councilperson Robert Olson

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

The Resolutions to organize the Town were then introduced.

Councilpersons Olson and Hill introduced Resolutions 1-16 and moved their adoption, Ayes: 4 (Olson, Hill, Smith, Simpson) Nays: 0 Absent: 1 (Higgins):

RESOLUTION NO. 1-2018

RESOLUTION DESIGNATING COMMITTEES FOR 2018

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2018, first name being the Chairman:

RECYCLING & TRANSFER STATION.....	OLSON & HIGGINS
FINANCE, INSURANCE, PERSONNEL, ELECTIONS & LEGISLATIVE.....	SMITH & OLSON
FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX, BEAUTIFICATION, CABLE.....	SMITH & HILL
HIGHWAY, TRAFFIC SAFETY, STREET LIGHTS, LAKE AFFAIRS, DAM.....	HILL & OLSON
FIRE & AMBULANCE.....	OLSON & SMITH
CEMETERY & LIBRARY.....	SMITH & HILL
RECREATION (YOUTH & SENIORS), HEALTH, INSECT CONTROL.....	HIGGINS & HILL
PLANNING, COMMUNITY/ECONOMIC DEVELOPMENT, ZONING, REAL PROPERTY ASSESSMENT, DATA PROCESSING.....	OLSON & HIGGINS
SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

BRANT LAKE COMMITTEE Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE..... Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2018

RESOLUTION DESIGNATING SALARIES FOR 2018

RESOLVED, that effective January 1, 2018 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 28,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 40,376.00
Town Council	Frank Hill	\$ 5,419.00
	Kenneth Higgins	\$ 5,419.00
	Robert Olson	\$ 5,419.00
	Sylvia Smith	\$ 5,419.00
Town Justice	Kevin Kilcullen	\$ 11,908.00
Hwy. Supt.	Darian Granger	\$ 49,561.00
Sole Assessor	Christine Hayes	\$ 59,428.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 20,904.00
Bookkeeper	Patty Monahan	\$ 13,948.00

Hourly Wages:

Superv. Secr.	\$ 18.73	Justice Clerk	\$ 15.30	Assessor Clerk	\$ 12.73
Bd of Review	\$267.00	Cleaning Cust	\$ 15.96	Library Clerk	\$ 14.57
Library Sub	\$ 13.01	Museum Sec	\$ 14.54	Lifeguard	\$ 13.40
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.12
Landfill Attendant	\$ 14.28	Landfill Helper	\$ 13.85	Recycle P/T	\$ 13.58
Beautification	\$ 15.92	Beautif. Helper	\$ 11.67	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.01	J. Baker	\$ 22.91	B. Donahue	\$ 23.30
M. Younes	\$ 22.71	A. D'Angelico	\$ 22.30	J. Mueller	\$ 19.98
R. Otruba	\$ 20.94	T. Donahue	\$ 20.94	J. Onjack	\$ 19.14

RESOLUTION NO. 3-2018

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 2018.

RESOLUTION NO. 4-2018

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. 5-2018

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 54.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2018. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2018

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. 7-2018

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 2017 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2018

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2018 at a salary of \$1,500.00.

RESOLUTION NO. 9-2018

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. 10-2018

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 2018. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2018

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. 12-2018

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. 13-2018

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

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

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. 14-2018

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2018

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. 15-2018

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 \$200.00.

RESOLUTION NO. 16-2018

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$18.73 per hour for a 40-hour week.

Discussion on Resolution #17... Supervisor Simpson thanked Councilperson Hill for the many years he served as Deputy Supervisor. Supervisor Simpson said he would like to appoint Bob Olson as Deputy Supervisor for 2018.

RESOLUTION NO. 17-2018

Councilpersons Hill and Smith introduced Res. No. 17 and moved for its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Robert Olson to serve as Deputy Supervisor for the Town of Horicon for the year 2018.

Ayes: 4 (Hill, Smith, Olson, Simpson) Nays: 0 Absent: 1 (Higgins)

Discussion on remaining Resolutions..

Councilperson Olson questioned re-appointing a member of a Board who did not meet the attendance requirements. He added, however, that it has been difficult to find people willing to serve on these Boards. Supervisor Simpson said people that attend regularly are obviously preferable. Councilperson Olson noted that the new attendance policy should resolve this issue going forward. Councilperson

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Smith said she has had no response from Mike Erickson, so she is assuming he is still willing to serve on the Board of Ethics.

Councilpersons Olson and Smith introduced Resolutions 18-29 and moved their adoption, Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins) :

RESOLUTION NO. 18-2018

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2018 at the annual salary of \$20,904.00.

RESOLUTION NO. 19-2018

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER PAT FARRELL

RESOLVED, that the Town Board does hereby wish to re-appoint Pat Farrell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 20-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER TERI SCHUERLEIN

RESOLVED, that the Town Board does hereby wish to re-appoint Teri Schuerlein to a five-year term on the Town of Horicon Planning Board to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 21-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD ALTERNATE MEMBER GEORGIA MCMEEKIN

RESOLVED, that the Town Board does hereby wish to re-appoint Georgia McMeekin to a five-year term as Town of Horicon Planning Board Alternate to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 22-2018

RESOLUTION TO 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, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 23-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 24-2018

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mike Erickson to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 25-2018

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER

RESOLVED, that the Town Board does hereby re-appoint Patricia Tunney to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 26-2018

RESOLUTION TO APPOINT REGISTRAR AND DEPUTY REGISTRAR

RESOLVED, that the Town Board does hereby re-appoint Krista Wood as Registrar, and authorizes her to appoint Dawn Higgins as her Deputy Registrar.

RESOLUTION NO. 27-2018

RESOLUTION TO APPOINT DEPUTY TOWN CLERK AND DEPUTY TAX COLLECTOR

RESOLVED, that Krista L. Wood, Town Clerk/Tax Collector, with the approval of the Horicon Town Board, does hereby appoint Dawn Higgins as her Deputy Town Clerk and Deputy Tax Collector.

RESOLUTION NO. 28-2018

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2018.

RESOLUTION NO. 29-2018

RESOLUTION TO APPOINT JIMMY MADAY AS SLPD ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby appoint Jimmy Maday as Schroon Lake Park District Commissioner Alternate effective January 1, 2018 for a term that will expire December 31, 2020.

New Business: Councilperson Smith told the Board that Assessor Hayes would like to change the days her office is open in Horicon. Currently, Mondays and Fridays are her full days and Wednesday is her split day. She said Assessor Hayes would like to change her full days to Mondays and Wednesdays and her split day to Friday. Assessor Hayes added that her Clerk would be in the office on Mondays and Fridays.

RESOLUTION NO. 30-2018

Councilpersons Hill and Smith introduced Res. No. 30 and moved for its adoption:

RESOLUTION TO CHANGE ASSESSOR'S DAYS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Assessor to change her Horicon schedule to full days Mondays and Wednesdays, and half days (afternoon) on Fridays.

Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins)

There being no further business, the meeting was adjourned at 3:34 PM by MOTION of Councilperson Olson and Councilperson Smith, all Ayes.

Respectfully submitted:

Town Clerk

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Present at meeting Matt Simpson Supervisor
 Frank Hill Councilperson
 Kenneth Higgins Councilperson
 Robert Olson Councilperson
 Sylvia Smith Councilperson

Krista Wood Town Clerk
Absent: Kenneth Higgins Councilperson
Also: Assessor Christine Hayes

Supervisor Simpson welcomed the guest 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 Matthew Simpson
- Councilperson Frank Hill
- Councilperson Robert Olson

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

The Resolutions to organize the Town were then introduced.
Councilpersons Olson and Hill introduced Resolutions 1-16 and moved their adoption, Ayes: 4 (Olson, Hill, Smith, Simpson) Nays: 0 Absent: 1 (Higgins):

**RESOLUTION NO. 1-2018
RESOLUTION DESIGNATING COMMITTEES FOR 2018**

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2018, first name being the Chairman:

RECYCLING & TRANSFER STATION.....	OLSON & HIGGINS
FINANCE, INSURANCE, PERSONNEL, ELECTIONS & LEGISLATIVE.....	SMITH & OLSON
FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX, BEAUTIFICATION, CABLE.....	SMITH & HILL
HIGHWAY, TRAFFIC SAFETY, STREET LIGHTS, LAKE AFFAIRS, DAM.....	HILL & OLSON
FIRE & AMBULANCE.....	OLSON & SMITH
CEMETERY & LIBRARY.....	SMITH & HILL
RECREATION (YOUTH & SENIORS), HEALTH, INSECT CONTROL.....	HIGGINS & HILL
PLANNING, COMMUNITY/ECONOMIC DEVELOPMENT, ZONING, REAL PROPERTY ASSESSMENT, DATA PROCESSING.....	OLSON & HIGGINS
SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

BRANT LAKE COMMITTEE Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE..... Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2018

RESOLUTION DESIGNATING SALARIES FOR 2018

RESOLVED, that effective January 1, 2018 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 28,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 40,376.00
Town Council	Frank Hill	\$ 5,419.00
	Kenneth Higgins	\$ 5,419.00
	Robert Olson	\$ 5,419.00
	Sylvia Smith	\$ 5,419.00
Town Justice	Kevin Kilcullen	\$ 11,908.00
Hwy. Supt.	Darian Granger	\$ 49,561.00
Sole Assessor	Christine Hayes	\$ 59,428.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 20,904.00
Bookkeeper	Patty Monahan	\$ 13,948.00

Hourly Wages:

Superv. Secr.	\$ 18.73	Justice Clerk	\$ 15.30	Assessor Clerk	\$ 12.73
Bd of Review	\$267.00	Cleaning Cust	\$ 15.96	Library Clerk	\$ 14.57
Library Sub	\$ 13.01	Museum Sec	\$ 14.54	Lifeguard	\$ 13.40
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.12
Landfill Attendant	\$ 14.28	Landfill Helper	\$ 13.85	Recycle P/T	\$ 13.58
Beautification	\$ 15.92	Beautif. Helper	\$ 11.67	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.01	J. Baker	\$ 22.91	B. Donahue	\$ 23.30
M. Younes	\$ 22.71	A. D'Angelico	\$ 22.30	J. Mueller	\$ 19.98
R. Otruba	\$ 20.94	T. Donahue	\$ 20.94	J. Onjack	\$ 19.14

RESOLUTION NO. 3-2018

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 2018.

RESOLUTION NO. 4-2018

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. 5-2018

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 54.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2018. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2018

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. 7-2018

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 2017 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2018

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2018 at a salary of \$1,500.00.

RESOLUTION NO. 9-2018

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. 10-2018

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 2018. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2018

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. 12-2018

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. 13-2018

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

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

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. 14-2018

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2018

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. 15-2018

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 \$200.00.

RESOLUTION NO. 16-2018

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$18.73 per hour for a 40-hour week.

Discussion on Resolution #17... Supervisor Simpson thanked Councilperson Hill for the many years he served as Deputy Supervisor. Supervisor Simpson said he would like to appoint Bob Olson as Deputy Supervisor for 2018.

RESOLUTION NO. 17-2018

Councilpersons Hill and Smith introduced Res. No. 17 and moved for its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Robert Olson to serve as Deputy Supervisor for the Town of Horicon for the year 2018.

Ayes: 4 (Hill, Smith, Olson, Simpson) Nays: 0 Absent: 1 (Higgins)

Discussion on remaining Resolutions..

Councilperson Olson questioned re-appointing a member of a Board who did not meet the attendance requirements. He added, however, that it has been difficult to find people willing to serve on these Boards. Supervisor Simpson said people that attend regularly are obviously preferable. Councilperson Olson noted that the new attendance policy should resolve this issue going forward. Councilperson

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Smith said she has had no response from Mike Erickson, so she is assuming he is still willing to serve on the Board of Ethics.

Councilpersons Olson and Smith introduced Resolutions 18-29 and moved their adoption, Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins) :

RESOLUTION NO. 18-2018

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2018 at the annual salary of \$20,904.00.

RESOLUTION NO. 19-2018

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER PAT FARRELL

RESOLVED, that the Town Board does hereby wish to re-appoint Pat Farrell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 20-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER TERI SCHUERLEIN

RESOLVED, that the Town Board does hereby wish to re-appoint Teri Schuerlein to a five-year term on the Town of Horicon Planning Board to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 21-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD ALTERNATE MEMBER GEORGIA MCMEEKIN

RESOLVED, that the Town Board does hereby wish to re-appoint Georgia McMeekin to a five-year term as Town of Horicon Planning Board Alternate to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 22-2018

RESOLUTION TO 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, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 23-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 24-2018

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mike Erickson to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 25-2018

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER

RESOLVED, that the Town Board does hereby re-appoint Patricia Tunney to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2018 and expire on December 31, 2022.

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION NO. 26-2018

RESOLUTION TO APPOINT REGISTRAR AND DEPUTY REGISTRAR

RESOLVED, that the Town Board does hereby re-appoint Krista Wood as Registrar, and authorizes her to appoint Dawn Higgins as her Deputy Registrar.

RESOLUTION NO. 27-2018

RESOLUTION TO APPOINT DEPUTY TOWN CLERK AND DEPUTY TAX COLLECTOR

RESOLVED, that Krista L. Wood, Town Clerk/Tax Collector, with the approval of the Horicon Town Board, does hereby appoint Dawn Higgins as her Deputy Town Clerk and Deputy Tax Collector.

RESOLUTION NO. 28-2018

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2018.

RESOLUTION NO. 29-2018

RESOLUTION TO APPOINT JIMMY MADAY AS SLPD ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby appoint Jimmy Maday as Schroon Lake Park District Commissioner Alternate effective January 1, 2018 for a term that will expire December 31, 2020.

New Business: Councilperson Smith told the Board that Assessor Hayes would like to change the days her office is open in Horicon. Currently, Mondays and Fridays are her full days and Wednesday is her split day. She said Assessor Hayes would like to change her full days to Mondays and Wednesdays and her split day to Friday. Assessor Hayes added that her Clerk would be in the office on Mondays and Fridays.

RESOLUTION NO. 30-2018

Councilpersons Hill and Smith introduced Res. No. 30 and moved for its adoption:

RESOLUTION TO CHANGE ASSESSOR'S DAYS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Assessor to change her Horicon schedule to full days Mondays and Wednesdays, and half days (afternoon) on Fridays.

Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins)

There being no further business, the meeting was adjourned at 3:34 PM by MOTION of Councilperson Olson and Councilperson Smith, all Ayes.

Respectfully submitted:

Town Clerk

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Present at meeting Matt Simpson Supervisor
 Frank Hill Councilperson
 Kenneth Higgins Councilperson
 Robert Olson Councilperson
 Sylvia Smith Councilperson
Krista Wood Town Clerk
Absent: Kenneth Higgins Councilperson
Also: Assessor Christine Hayes

Supervisor Simpson welcomed the guest 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 Matthew Simpson
- Councilperson Frank Hill
- Councilperson Robert Olson

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

The Resolutions to organize the Town were then introduced.

Councilpersons Olson and Hill introduced Resolutions 1-16 and moved their adoption, Ayes: 4 (Olson, Hill, Smith, Simpson) Nays: 0 Absent: 1 (Higgins):

**RESOLUTION NO. 1-2018
RESOLUTION DESIGNATING COMMITTEES FOR 2018**

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2018, first name being the Chairman:

RECYCLING & TRANSFER STATION.....	OLSON & HIGGINS
FINANCE, INSURANCE, PERSONNEL, ELECTIONS & LEGISLATIVE.....	SMITH & OLSON
FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX, BEAUTIFICATION, CABLE.....	SMITH & HILL
HIGHWAY, TRAFFIC SAFETY, STREET LIGHTS, LAKE AFFAIRS, DAM.....	HILL & OLSON
FIRE & AMBULANCE.....	OLSON & SMITH
CEMETERY & LIBRARY.....	SMITH & HILL
RECREATION (YOUTH & SENIORS), HEALTH, INSECT CONTROL.....	HIGGINS & HILL
PLANNING, COMMUNITY/ECONOMIC DEVELOPMENT, ZONING, REAL PROPERTY ASSESSMENT, DATA PROCESSING.....	OLSON & HIGGINS
SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

BRANT LAKE COMMITTEE Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE..... Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2018

RESOLUTION DESIGNATING SALARIES FOR 2018

RESOLVED, that effective January 1, 2018 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 28,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 40,376.00
Town Council	Frank Hill	\$ 5,419.00
	Kenneth Higgins	\$ 5,419.00
	Robert Olson	\$ 5,419.00
	Sylvia Smith	\$ 5,419.00
Town Justice	Kevin Kilcullen	\$ 11,908.00
Hwy. Supt.	Darian Granger	\$ 49,561.00
Sole Assessor	Christine Hayes	\$ 59,428.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 20,904.00
Bookkeeper	Patty Monahan	\$ 13,948.00

Hourly Wages:

Superv. Secr.	\$ 18.73	Justice Clerk	\$ 15.30	Assessor Clerk	\$ 12.73
Bd of Review	\$267.00	Cleaning Cust	\$ 15.96	Library Clerk	\$ 14.57
Library Sub	\$ 13.01	Museum Sec	\$ 14.54	Lifeguard	\$ 13.40
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.12
Landfill Attendant	\$ 14.28	Landfill Helper	\$ 13.85	Recycle P/T	\$ 13.58
Beautification	\$ 15.92	Beautif. Helper	\$ 11.67	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.01	J. Baker	\$ 22.91	B. Donahue	\$ 23.30
M. Younes	\$ 22.71	A. D'Angelico	\$ 22.30	J. Mueller	\$ 19.98
R. Otruba	\$ 20.94	T. Donahue	\$ 20.94	J. Onjack	\$ 19.14

RESOLUTION NO. 3-2018

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 2018.

RESOLUTION NO. 4-2018

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. 5-2018

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 54.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2018. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2018

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. 7-2018

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 2017 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2018

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2018 at a salary of \$1,500.00.

RESOLUTION NO. 9-2018

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. 10-2018

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 2018. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2018

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. 12-2018

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. 13-2018

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

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

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. 14-2018

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2018

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. 15-2018

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 \$200.00.

RESOLUTION NO. 16-2018

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$18.73 per hour for a 40-hour week.

Discussion on Resolution #17... Supervisor Simpson thanked Councilperson Hill for the many years he served as Deputy Supervisor. Supervisor Simpson said he would like to appoint Bob Olson as Deputy Supervisor for 2018.

RESOLUTION NO. 17-2018

Councilpersons Hill and Smith introduced Res. No. 17 and moved for its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Robert Olson to serve as Deputy Supervisor for the Town of Horicon for the year 2018.

Ayes: 4 (Hill, Smith, Olson, Simpson) Nays: 0 Absent: 1 (Higgins)

Discussion on remaining Resolutions..

Councilperson Olson questioned re-appointing a member of a Board who did not meet the attendance requirements. He added, however, that it has been difficult to find people willing to serve on these Boards. Supervisor Simpson said people that attend regularly are obviously preferable. Councilperson Olson noted that the new attendance policy should resolve this issue going forward. Councilperson

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Smith said she has had no response from Mike Erickson, so she is assuming he is still willing to serve on the Board of Ethics.

Councilpersons Olson and Smith introduced Resolutions 18-29 and moved their adoption, Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins) :

RESOLUTION NO. 18-2018

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2018 at the annual salary of \$20,904.00.

RESOLUTION NO. 19-2018

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER PAT FARRELL

RESOLVED, that the Town Board does hereby wish to re-appoint Pat Farrell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 20-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER TERI SCHUERLEIN

RESOLVED, that the Town Board does hereby wish to re-appoint Teri Schuerlein to a five-year term on the Town of Horicon Planning Board to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 21-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD ALTERNATE MEMBER GEORGIA MCMEEKIN

RESOLVED, that the Town Board does hereby wish to re-appoint Georgia McMeekin to a five-year term as Town of Horicon Planning Board Alternate to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 22-2018

RESOLUTION TO 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, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 23-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 24-2018

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mike Erickson to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 25-2018

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER

RESOLVED, that the Town Board does hereby re-appoint Patricia Tunney to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2018 and expire on December 31, 2022.

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION NO. 26-2018

RESOLUTION TO APPOINT REGISTRAR AND DEPUTY REGISTRAR

RESOLVED, that the Town Board does hereby re-appoint Krista Wood as Registrar, and authorizes her to appoint Dawn Higgins as her Deputy Registrar.

RESOLUTION NO. 27-2018

RESOLUTION TO APPOINT DEPUTY TOWN CLERK AND DEPUTY TAX COLLECTOR

RESOLVED, that Krista L. Wood, Town Clerk/Tax Collector, with the approval of the Horicon Town Board, does hereby appoint Dawn Higgins as her Deputy Town Clerk and Deputy Tax Collector.

RESOLUTION NO. 28-2018

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2018.

RESOLUTION NO. 29-2018

RESOLUTION TO APPOINT JIMMY MADAY AS SLPD ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby appoint Jimmy Maday as Schroon Lake Park District Commissioner Alternate effective January 1, 2018 for a term that will expire December 31, 2020.

New Business: Councilperson Smith told the Board that Assessor Hayes would like to change the days her office is open in Horicon. Currently, Mondays and Fridays are her full days and Wednesday is her split day. She said Assessor Hayes would like to change her full days to Mondays and Wednesdays and her split day to Friday. Assessor Hayes added that her Clerk would be in the office on Mondays and Fridays.

RESOLUTION NO. 30-2018

Councilpersons Hill and Smith introduced Res. No. 30 and moved for its adoption:

RESOLUTION TO CHANGE ASSESSOR'S DAYS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Assessor to change her Horicon schedule to full days Mondays and Wednesdays, and half days (afternoon) on Fridays.

Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins)

There being no further business, the meeting was adjourned at 3:34 PM by MOTION of Councilperson Olson and Councilperson Smith, all Ayes.

Respectfully submitted:

Town Clerk

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Present at meeting Matt Simpson Supervisor
 Frank Hill Councilperson
 Kenneth Higgins Councilperson
 Robert Olson Councilperson
 Sylvia Smith Councilperson

Krista Wood Town Clerk
Absent: Kenneth Higgins Councilperson
Also: Assessor Christine Hayes

Supervisor Simpson welcomed the guest 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 Matthew Simpson
- Councilperson Frank Hill
- Councilperson Robert Olson

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

The Resolutions to organize the Town were then introduced.

Councilpersons Olson and Hill introduced Resolutions 1-16 and moved their adoption, Ayes: 4 (Olson, Hill, Smith, Simpson) Nays: 0 Absent: 1 (Higgins):

RESOLUTION NO. 1-2018

RESOLUTION DESIGNATING COMMITTEES FOR 2018

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2018, first name being the Chairman:

RECYCLING & TRANSFER STATION.....	OLSON & HIGGINS
FINANCE, INSURANCE, PERSONNEL, ELECTIONS & LEGISLATIVE.....	SMITH & OLSON
FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX, BEAUTIFICATION, CABLE.....	SMITH & HILL
HIGHWAY, TRAFFIC SAFETY, STREET LIGHTS, LAKE AFFAIRS, DAM.....	HILL & OLSON
FIRE & AMBULANCE.....	OLSON & SMITH
CEMETERY & LIBRARY.....	SMITH & HILL
RECREATION (YOUTH & SENIORS), HEALTH, INSECT CONTROL.....	HIGGINS & HILL
PLANNING, COMMUNITY/ECONOMIC DEVELOPMENT, ZONING, REAL PROPERTY ASSESSMENT, DATA PROCESSING.....	OLSON & HIGGINS
SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

BRANT LAKE COMMITTEE Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE..... Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2018

RESOLUTION DESIGNATING SALARIES FOR 2018

RESOLVED, that effective January 1, 2018 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 28,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 40,376.00
Town Council	Frank Hill	\$ 5,419.00
	Kenneth Higgins	\$ 5,419.00
	Robert Olson	\$ 5,419.00
	Sylvia Smith	\$ 5,419.00
Town Justice	Kevin Kilcullen	\$ 11,908.00
Hwy. Supt.	Darian Granger	\$ 49,561.00
Sole Assessor	Christine Hayes	\$ 59,428.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 20,904.00
Bookkeeper	Patty Monahan	\$ 13,948.00

Hourly Wages:

Superv. Secr.	\$ 18.73	Justice Clerk	\$ 15.30	Assessor Clerk	\$ 12.73
Bd of Review	\$267.00	Cleaning Cust	\$ 15.96	Library Clerk	\$ 14.57
Library Sub	\$ 13.01	Museum Sec	\$ 14.54	Lifeguard	\$ 13.40
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.12
Landfill Attendant	\$ 14.28	Landfill Helper	\$ 13.85	Recycle P/T	\$ 13.58
Beautification	\$ 15.92	Beautif. Helper	\$ 11.67	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.01	J. Baker	\$ 22.91	B. Donahue	\$ 23.30
M. Younes	\$ 22.71	A. D'Angelico	\$ 22.30	J. Mueller	\$ 19.98
R. Otruba	\$ 20.94	T. Donahue	\$ 20.94	J. Onjack	\$ 19.14

RESOLUTION NO. 3-2018

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 2018.

RESOLUTION NO. 4-2018

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. 5-2018

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 54.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2018. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2018

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. 7-2018

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 2017 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2018

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2018 at a salary of \$1,500.00.

RESOLUTION NO. 9-2018

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. 10-2018

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 2018. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2018

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. 12-2018

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. 13-2018

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

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

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. 14-2018

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2018

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. 15-2018

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 \$200.00.

RESOLUTION NO. 16-2018

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$18.73 per hour for a 40-hour week.

Discussion on Resolution #17... Supervisor Simpson thanked Councilperson Hill for the many years he served as Deputy Supervisor. Supervisor Simpson said he would like to appoint Bob Olson as Deputy Supervisor for 2018.

RESOLUTION NO. 17-2018

Councilpersons Hill and Smith introduced Res. No. 17 and moved for its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Robert Olson to serve as Deputy Supervisor for the Town of Horicon for the year 2018.

Ayes: 4 (Hill, Smith, Olson, Simpson) Nays: 0 Absent: 1 (Higgins)

Discussion on remaining Resolutions..

Councilperson Olson questioned re-appointing a member of a Board who did not meet the attendance requirements. He added, however, that it has been difficult to find people willing to serve on these Boards. Supervisor Simpson said people that attend regularly are obviously preferable. Councilperson Olson noted that the new attendance policy should resolve this issue going forward. Councilperson

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Smith said she has had no response from Mike Erickson, so she is assuming he is still willing to serve on the Board of Ethics.

Councilpersons Olson and Smith introduced Resolutions 18-29 and moved their adoption, Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins) :

RESOLUTION NO. 18-2018

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2018 at the annual salary of \$20,904.00.

RESOLUTION NO. 19-2018

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER PAT FARRELL

RESOLVED, that the Town Board does hereby wish to re-appoint Pat Farrell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 20-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER TERI SCHUERLEIN

RESOLVED, that the Town Board does hereby wish to re-appoint Teri Schuerlein to a five-year term on the Town of Horicon Planning Board to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 21-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD ALTERNATE MEMBER GEORGIA MCMEEKIN

RESOLVED, that the Town Board does hereby wish to re-appoint Georgia McMeekin to a five-year term as Town of Horicon Planning Board Alternate to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 22-2018

RESOLUTION TO 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, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 23-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 24-2018

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mike Erickson to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 25-2018

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER

RESOLVED, that the Town Board does hereby re-appoint Patricia Tunney to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 26-2018

RESOLUTION TO APPOINT REGISTRAR AND DEPUTY REGISTRAR

RESOLVED, that the Town Board does hereby re-appoint Krista Wood as Registrar, and authorizes her to appoint Dawn Higgins as her Deputy Registrar.

RESOLUTION NO. 27-2018

RESOLUTION TO APPOINT DEPUTY TOWN CLERK AND DEPUTY TAX COLLECTOR

RESOLVED, that Krista L. Wood, Town Clerk/Tax Collector, with the approval of the Horicon Town Board, does hereby appoint Dawn Higgins as her Deputy Town Clerk and Deputy Tax Collector.

RESOLUTION NO. 28-2018

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2018.

RESOLUTION NO. 29-2018

RESOLUTION TO APPOINT JIMMY MADAY AS SLPD ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby appoint Jimmy Maday as Schroon Lake Park District Commissioner Alternate effective January 1, 2018 for a term that will expire December 31, 2020.

New Business: Councilperson Smith told the Board that Assessor Hayes would like to change the days her office is open in Horicon. Currently, Mondays and Fridays are her full days and Wednesday is her split day. She said Assessor Hayes would like to change her full days to Mondays and Wednesdays and her split day to Friday. Assessor Hayes added that her Clerk would be in the office on Mondays and Fridays.

RESOLUTION NO. 30-2018

Councilpersons Hill and Smith introduced Res. No. 30 and moved for its adoption:

RESOLUTION TO CHANGE ASSESSOR'S DAYS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Assessor to change her Horicon schedule to full days Mondays and Wednesdays, and half days (afternoon) on Fridays.

Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins)

There being no further business, the meeting was adjourned at 3:34 PM by MOTION of Councilperson Olson and Councilperson Smith, all Ayes.

Respectfully submitted:

Town Clerk

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Present at meeting Matt Simpson Supervisor
 Frank Hill Councilperson
 Kenneth Higgins Councilperson
 Robert Olson Councilperson
 Sylvia Smith Councilperson
Krista Wood Town Clerk
Absent: Kenneth Higgins Councilperson
Also: Assessor Christine Hayes

Supervisor Simpson welcomed the guest 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 Matthew Simpson
- Councilperson Frank Hill
- Councilperson Robert Olson

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

The Resolutions to organize the Town were then introduced.
Councilpersons Olson and Hill introduced Resolutions 1-16 and moved their adoption, Ayes: 4 (Olson, Hill, Smith, Simpson) Nays: 0 Absent: 1 (Higgins):

**RESOLUTION NO. 1-2018
RESOLUTION DESIGNATING COMMITTEES FOR 2018**

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2018, first name being the Chairman:

RECYCLING & TRANSFER STATION.....	OLSON & HIGGINS
FINANCE, INSURANCE, PERSONNEL, ELECTIONS & LEGISLATIVE.....	SMITH & OLSON
FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX, BEAUTIFICATION, CABLE.....	SMITH & HILL
HIGHWAY, TRAFFIC SAFETY, STREET LIGHTS, LAKE AFFAIRS, DAM.....	HILL & OLSON
FIRE & AMBULANCE.....	OLSON & SMITH
CEMETERY & LIBRARY.....	SMITH & HILL
RECREATION (YOUTH & SENIORS), HEALTH, INSECT CONTROL.....	HIGGINS & HILL
PLANNING, COMMUNITY/ECONOMIC DEVELOPMENT, ZONING, REAL PROPERTY ASSESSMENT, DATA PROCESSING.....	OLSON & HIGGINS
SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

BRANT LAKE COMMITTEE Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE..... Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2018

RESOLUTION DESIGNATING SALARIES FOR 2018

RESOLVED, that effective January 1, 2018 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 28,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 40,376.00
Town Council	Frank Hill	\$ 5,419.00
	Kenneth Higgins	\$ 5,419.00
	Robert Olson	\$ 5,419.00
	Sylvia Smith	\$ 5,419.00
Town Justice	Kevin Kilcullen	\$ 11,908.00
Hwy. Supt.	Darian Granger	\$ 49,561.00
Sole Assessor	Christine Hayes	\$ 59,428.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 20,904.00
Bookkeeper	Patty Monahan	\$ 13,948.00

Hourly Wages:

Superv. Secr.	\$ 18.73	Justice Clerk	\$ 15.30	Assessor Clerk	\$ 12.73
Bd of Review	\$267.00	Cleaning Cust	\$ 15.96	Library Clerk	\$ 14.57
Library Sub	\$ 13.01	Museum Sec	\$ 14.54	Lifeguard	\$ 13.40
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.12
Landfill Attendant	\$ 14.28	Landfill Helper	\$ 13.85	Recycle P/T	\$ 13.58
Beautification	\$ 15.92	Beautif. Helper	\$ 11.67	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.01	J. Baker	\$ 22.91	B. Donahue	\$ 23.30
M. Younes	\$ 22.71	A. D'Angelico	\$ 22.30	J. Mueller	\$ 19.98
R. Otruba	\$ 20.94	T. Donahue	\$ 20.94	J. Onjack	\$ 19.14

RESOLUTION NO. 3-2018

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 2018.

RESOLUTION NO. 4-2018

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. 5-2018

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 54.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2018. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2018

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. 7-2018

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 2017 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2018

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2018 at a salary of \$1,500.00.

RESOLUTION NO. 9-2018

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. 10-2018

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 2018. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2018

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. 12-2018

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. 13-2018

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

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

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. 14-2018

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2018

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. 15-2018

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 \$200.00.

RESOLUTION NO. 16-2018

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$18.73 per hour for a 40-hour week.

Discussion on Resolution #17... Supervisor Simpson thanked Councilperson Hill for the many years he served as Deputy Supervisor. Supervisor Simpson said he would like to appoint Bob Olson as Deputy Supervisor for 2018.

RESOLUTION NO. 17-2018

Councilpersons Hill and Smith introduced Res. No. 17 and moved for its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Robert Olson to serve as Deputy Supervisor for the Town of Horicon for the year 2018.

Ayes: 4 (Hill, Smith, Olson, Simpson) Nays: 0 Absent: 1 (Higgins)

Discussion on remaining Resolutions..

Councilperson Olson questioned re-appointing a member of a Board who did not meet the attendance requirements. He added, however, that it has been difficult to find people willing to serve on these Boards. Supervisor Simpson said people that attend regularly are obviously preferable. Councilperson Olson noted that the new attendance policy should resolve this issue going forward. Councilperson

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2018
3:00 PM**

Smith said she has had no response from Mike Erickson, so she is assuming he is still willing to serve on the Board of Ethics.

Councilpersons Olson and Smith introduced Resolutions 18-29 and moved their adoption, Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins) :

RESOLUTION NO. 18-2018

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2018 at the annual salary of \$20,904.00.

RESOLUTION NO. 19-2018

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER PAT FARRELL

RESOLVED, that the Town Board does hereby wish to re-appoint Pat Farrell to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 20-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER TERI SCHUERLEIN

RESOLVED, that the Town Board does hereby wish to re-appoint Teri Schuerlein to a five-year term on the Town of Horicon Planning Board to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 21-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD ALTERNATE MEMBER GEORGIA MCMEEKIN

RESOLVED, that the Town Board does hereby wish to re-appoint Georgia McMeekin to a five-year term as Town of Horicon Planning Board Alternate to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 22-2018

RESOLUTION TO 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, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 23-2018

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2018 at an annual salary of \$750.00.

RESOLUTION NO. 24-2018

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mike Erickson to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 25-2018

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEE MEMBER

RESOLVED, that the Town Board does hereby re-appoint Patricia Tunney to a five-year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2018 and expire on December 31, 2022.

RESOLUTION NO. 26-2018

RESOLUTION TO APPOINT REGISTRAR AND DEPUTY REGISTRAR

RESOLVED, that the Town Board does hereby re-appoint Krista Wood as Registrar, and authorizes her to appoint Dawn Higgins as her Deputy Registrar.

RESOLUTION NO. 27-2018

RESOLUTION TO APPOINT DEPUTY TOWN CLERK AND DEPUTY TAX COLLECTOR

RESOLVED, that Krista L. Wood, Town Clerk/Tax Collector, with the approval of the Horicon Town Board, does hereby appoint Dawn Higgins as her Deputy Town Clerk and Deputy Tax Collector.

RESOLUTION NO. 28-2018

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2018.

RESOLUTION NO. 29-2018

RESOLUTION TO APPOINT JIMMY MADAY AS SLPD ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby appoint Jimmy Maday as Schroon Lake Park District Commissioner Alternate effective January 1, 2018 for a term that will expire December 31, 2020.

New Business: Councilperson Smith told the Board that Assessor Hayes would like to change the days her office is open in Horicon. Currently, Mondays and Fridays are her full days and Wednesday is her split day. She said Assessor Hayes would like to change her full days to Mondays and Wednesdays and her split day to Friday. Assessor Hayes added that her Clerk would be in the office on Mondays and Fridays.

RESOLUTION NO. 30-2018

Councilpersons Hill and Smith introduced Res. No. 30 and moved for its adoption:

RESOLUTION TO CHANGE ASSESSOR'S DAYS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Assessor to change her Horicon schedule to full days Mondays and Wednesdays, and half days (afternoon) on Fridays.

Ayes: 4 (Olson, Smith, Hill, Simpson) Nays: 0 Absent: 1 (Higgins)

There being no further business, the meeting was adjourned at 3:34 PM by MOTION of Councilperson Olson and Councilperson Smith, all Ayes.

Respectfully submitted:

Town Clerk