

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2017
3:00 PM**

RESOLUTION NO. 2 OF 2017

RESOLUTION DESIGNATING SALARIES FOR 2017

RESOLVED, that effective January 1, 2017 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 27,516.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 39,584.00
Town Council	Frank Hill	\$ 5,312.25
	Kenneth Higgins	\$ 5,312.25
	Robert Olson	\$ 5,312.25
	Sylvia Smith	\$ 5,312.25
Town Justice	John Stevens	\$ 11,674.00
Hwy. Supt.	Darian Granger	\$ 47,061.00
Sole Assessor	Christine Hayes	\$ 29,131.00
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	\$ 20,494.00
Bookkeeper	Patty Monahan	\$ 9,400.00

Hourly Wages:

Superv. Secr.	\$ 18.36	Justice Clerk	\$ 15.00	Library Clerk	\$ 14.28
Library Sub	\$ 12.75	Cleaning Cust	\$ 15.65	Museum Sec	\$ 14.25
Bd of Review	\$302.00	PL&ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 12.86
Lifeguard	\$ 13.40	Beautification	\$ 15.61	Beautif. Helper	\$ 11.44
Landfill Attendant	\$ 14.00	Landfill Helper	\$ 13.50	Recycle P/T	\$ 13.31
Assessor Clerk	\$ 12.48	Wingman	\$ 17.14	Boat Launch Stewards	\$ 12.00
T. Meade	\$ 22.57	J. Baker	\$ 22.37	B. Donahue	\$ 23.10
M. Younes	\$ 22.27	A. D'Angelico	\$ 20.53	H.Parker	\$ 19.51
R. Otruba	\$ 19.51	T. Donahue	\$ 19.51	J. Onjack	\$ 17.48

RESOLUTION NO. 3 OF 2017

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 2017.

RESOLUTION NO. 4 OF 2017

RESOLUTION DESIGNATING TOWN NEWSPAPERS

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

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

RESOLUTION NO. 5 OF 2017

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 53.5 cents per mile for use of their personal vehicles in the performance of their official duties in 2017. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6 OF 2017

RESOLUTION SETTING DATE OF MONTHLY MEETINGS

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

RESOLUTION NO. 7 OF 2017

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 2016 no later than 60 days after the close of the year.

RESOLUTION NO. 8 OF 2017

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2017 at a salary of \$1,500.00.

RESOLUTION NO. 9 OF 2017

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 OF 2017

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 2017. Annual salary is \$4,631.00.

RESOLUTION NO. 11 OF 2017

RESOLUTION AUTHORIZING SUPERVISOR TO PURCHASE CERTIFICATE OF DEPOSITS WITH SURPLUS MONEY

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

RESOLUTION NO. 12 OF 2017

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 OF 2017

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. 14 OF 2017

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2017

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 OF 2017

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 \$190.00.

RESOLUTION NO. 16 OF 2017

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 \$18.36 per hour for a 40 hour week.

RESOLUTION NO. 17 OF 2017

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilman Frank Hill to serve as Deputy Supervisor for the Town of Horicon for the year 2017.

RESOLUTION NO. 18 OF 2017

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 the annual salary of \$20,494.00.

RESOLUTION NO. 19 OF 2017

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

RESOLVED, that the Town Board does hereby wish to re-appoint Thad Smith to a five year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2017 and expire on December 31, 2021.

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RESOLUTION NO. 20 OF 2017

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER WILLIAM MCGHIE

RESOLVED, that the Town Board does hereby wish to re-appoint William McGhie to a five year term on the Town of Horicon Planning Board to commence January 1, 2017 and expire on December 31, 2021.

RESOLUTION NO. 21 OF 2017

RESOLUTION TO APPOINT ZONING BOARD OF APPEALS CHAIRMAN

RESOLVED, that the Town Board does hereby appoint Thad Smith as Chairman of the Zoning Board of Appeals for a one year term expiring December 31, 2017 at an annual salary of \$750.00.

RESOLUTION NO. 22 OF 2017

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chairman of the Planning Board for a one year term expiring December 31, 2017 at an annual salary of \$750.00.

RESOLUTION NO. 23 OF 2017

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

WHEREAS, Edna Trumble has moved away and therefore vacated her seat on the Board of Ethics, now, therefore be it

RESOLVED, that the Town Board of the Town of Horicon does hereby appoint alternate member Sylvia Smith to fill the vacant seat on the Town of Horicon Board of Ethics for a five year term to commence January 1, 2017 and expire on December 31, 2021.

RESOLUTION NO. 24 OF 2017

RESOLUTION TO RE-APPOINT LIBRARY BOARD OF TRUSTEES MEMBERS

RESOLVED, that the Town Board does hereby re-appoint Joyce Greenidge to a five year term on the Board of Trustees of the Horicon Free Public Library to commence January 1, 2017 and expire on December 31, 2021.

RESOLUTION NO. 25 OF 2017

RESOLUTION TO RE-APPOINT JOE KOCH AS ALTERNATE COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby re-appoint Joe Koch as Schroon Lake Park District Commissioner Alternate effective January 1, 2017 for a term that will expire December 31, 2017.

RESOLUTION NO. 26 OF 2017

RESOLUTION TO RE-APPOINT LYNN KEIL AS HEALTH OFFICER

Resolved, that the Town Board of the Town of Horicon does hereby re-appoint Lynn Keil as Health Officer effective January 1, 2017 for a four year term that will expire December 31, 2020.

New Business:

Supervisor Simpson explained to the Board that he has spoken to Bolton Supervisor Ron Conover regarding payroll for Assessor Christine Hayes. Supervisor Conover has asked that Christine Hayes be put solely on Town of Horicon payroll, and then have the Town of Horicon bill the Town of Bolton for hours she works in Bolton.

RESOLUTION NO. 27 OF 2017

Councilperson Smith and Councilperson Olson introduced Res. No. 27 and moved its adoption:

RESOLUTION TO AMEND ASSESSOR AGREEMENT WITH TOWN OF BOLTON

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WHEREAS, pursuant to Agreement between them, the Towns of Horicon and Bolton share the same individual as Town Assessor, and

WHEREAS, the Assessor has been treated as an employee of each and both Town(s) during 2016, and

WHEREAS, the Towns have recognized certain impracticalities and inconsistencies in this arrangement, now, therefore be it

RESOLVED, that the Town Board approves amendment to the Agreement so that the Assessor is deemed to be solely an employee of the Town of Horicon with the Town of Bolton reimbursing the Town of Horicon for 50% of all salary, benefits and related expenses of employment, and be it further

RESOLVED, that the Town Board requests similar Resolution from the Bolton Town Board so authorizing, and be it further

RESOLVED, that this employment arrangement continue for the term of the Agreement contingent upon continued reimbursement of the Town of Horicon by the Town of Bolton.

RESOLVED, that Town Counsel is hereby authorized and directed to draft revisions to the Agreement consistent with this Resolution and the Supervisor is hereby authorized to sign the amended Agreement on behalf of the Town.

Ayes: 5 (Hill, Higgins, Olson, Smith, Simpson) Nays: 0

The Board discussed Horicon Day and decided that they will host fireworks on the fourth of July and that will be all this year.

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