

# TOWN OF JOHNSBURG ORGANIZATIONAL MEETING & REGULAR TOWN BOARD MEETING

JANUARY 5 , 2021

*Draft*

Join Zoom Meeting  
<https://us02web.zoom.us/j/2172603617>

By telephone  
888 788 0099 US Toll-free  
877 853 5247 US Toll-free  
Meeting ID: 217 260 3617

1. Call the meeting to order. Pledge of Allegiance
2. Correspondence:
  - A. Danae Tucker – Letter of interest for appointment to ZEO
  - B. William Mosher – Letter of interest for appointment to Animal Control officer
  - C. Brett Moulton - Letter of interest for appointment to Animal Control officer
  - D. New York State Unified Court System–Annual court records review.
3. Appointments
  - 3.1 The following appointments by the Town Board which will be a one-year term:
    - A. Zoning Enforcement Officer - Danae Tucker
    - B. Animal Control Officers - William Mosher and Brett Moulton
    - C. Legal Counsel to the Town – Miller, Mannix, Schachner and Hafner
    - D. Legal Counsel to the Planning and Zoning Boards – Miller, Mannix, Schachner, Hafner
    - E. Health Officer – Dr. Rugge
    - F. Safety Officer - Fred Comstock
  - 3.2 The following appointments by the Town Clerk which will be for a period of one year:
    - A. Deputy Town Clerk – Joann Morehouse
    - B. Second Deputy Town Clerk - Thersa Dunkley
    - C. Deputy Registrar – Joann Morehouse
  - 3.3 Standing committee appointments for 2021

#### 4. Designations

##### A. Designate dates, times and locations for Regular Town Board Meetings:

All meetings will begin at 7:00 PM and will be virtual only until it is safe to resume in-person meetings. Once the technology is in place, and the board deems it possible, in-person meetings will be held at Tannery Pond Community Center. Please check the town website for updates.

Tuesday, January 19  
Tuesday, February 2  
Tuesday, February 16  
Tuesday, March 2  
Tuesday, March 16  
Tuesday, April 6  
Tuesday, April 20  
Tuesday, May 18  
Tuesday, June 15.  
Tuesday, July 20 - Regular meeting and budget workshop  
Tuesday, August 17  
Tuesday, September 7  
Tuesday, September 21  
Tuesday, October 5  
Tuesday, October 19  
Thursday, November 4 - Thursday  
Tuesday, November 16  
Tuesday, December 7  
Tuesday, December 21

B. Polling places in the Town of Johnsbury - District # 1 (Wevertown) for all districts.

C. Official Newspapers for the Town of Johnsbury, 2021- Sun Community News and Post Star.

D. Banks as official depositories for 2021 – Community Bank and Glens Falls National

E. Designate Andrea Hogan as delegate and Kate Lorah as alternate to the Association of Towns annual meeting to be held virtually February 14 – 17 and approve expenses for all attendees ( \$100/ per person)

F. Designate Andrea Hogan as delegate to Adirondack Association of Towns and Villages

5. The following projects for 2021 were submitted by Highway Superintendent Comstock for agreement of the board: (commonly labeled 284 Agreements)

- 1.1 mile of road paving Goodman Rd.
- 500 ft of road paving Durkin Rd - rte 28 end.
- Culvert replacements, unspecified.

6. Set mileage compensation for town business for 2021 to match IRS rate of 56 cents per mile.

7. Schedule the 2022 Organizational Meeting Tuesday, Jan 4, 2022 at Wevertown Community Center or virtually at 7:00 pm.

## 8. Bonding and Authorizations

A. Adoption of town officers bond for 2021

B. Authorization for payments in advance of audits of claims for postage and public utility services.

C. Authorize supervisor to extend unexpended balances in their respective accounts for encumbering monies.

D. Authorize town officers to purchase necessary supplies to carry on official duties in amounts not to exceed the budget.

E. Authorize the Town Clerk to publish, in two issues, a summary of 2020 annual report of Supervisor.

F. Authorize Standard Work day and Reporting for 2021

G. Authorize use of Supervisor's Annual Report in lieu of Accounting to the State Comptroller.

H. Authorize Supervisor to direct legal work on behalf of the town. To be reviewed and re-authorized annually.

I. Authorize Supervisor to place town monies in interest-bearing accounts when this can be done without interfering with operation of Town Government.

J. Authorize the Supervisor to enter into the following contracts :

- Dues, Adirondack Association of Towns and Villages- \$550
- Dues, New York Association of Towns - \$1100
- Dues, NYS Assoc. of Town Superintendents of Highways - \$200
- Dues, Local Government Review Board - \$300
- Dues APHNYS for Town Historian - \$50.00
- Dues, New York State Assessor's Association 2021 membership -\$150
- Dues, Warren County Assessor's Association 2021 -\$25.00

- Business Automation Services

- \$2500.00 for Town Clerk software support/ maintenance

- \$1500.00 for Zoning Enforcement Officer software support/ maintenance.

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- \$55,987.46 New York Municipal Insurance Reciprocal (NYMIR) for 2021 property and liability policy.

## 10. Review and Adopt Town Procurement Policies

11. Accept annual review of court records and dockets.

12. Motion to adjourn organizational meeting

Regular Meeting

**1. Approval of Minutes: Regular meeting December 15, 2020**

2. Correspondence :

- A. Letter of interest for Summer Recreation Program Director

4. New Business

- A. Erika Patton and Mark Carpenter - Carpenter Insurance, discussion about town policy
- B. Senior and Disabled exemptions

**C. Authorize the Supervisor to sign intermunicipal agreement with Warren County for Solid Waste and Recycleable Processing.**

**D. Ratify Supervisor hiring of Town Bookkeeper starting date Dec. 28. 2020 at \$19/ hr rate of pay, 30 hours per week.**

- E. Easement request from National Grid / Dr. Landenberger

**F. Contract with Countryside Animal Hospital to provide animal control services.**

3. Old Business

- A. Report of Activities of Johnsbury Youth Committee

**B. Authorization to place ads for Summer Swim Director and staff including lifeguards for swim program and beach.**

**C. Re-appointment of Summer Recreation Program Director**

**D. Resolution for Tannery Pond Grant**

5. Committee Reports

Solid Waste

Highway

Marketing and Economic Development

Buildings, Parks and Recreation

Fire/ EMS

Sewer

Water

Personnel

Planning and Zoning

Occupancy Tax

6. Animal Control Report, ZEO Monthly Report/ ZEO Annual report, Historian Annual Report, Assessor's report

**7. Warrants**

**8. Motion to adjourn**

Next Meeting – January 19, 2021, 7:00 pm- virtual meeting.