

TOWN OF JOHNSBURG
ORGANIZATIONAL MEETING &
REGULAR TOWN BOARD MEETING
WEVERTOWN COMMUNITY CENTER
2370 STATE ROUTE 28
JANUARY 7, 2020
Draft

Organizational Meeting

1. Call the meeting to order. Pledge of Allegiance
2. Oaths of office for town officials.
3. Correspondence:
 - a. Danae Tucker – Letter of interest for appointment to ZEO
 - b. William Mosher – Letter of interest for appointment to Animal Control officer
 - c. Deana Wood - Letter of interest for appointment to Town Historian
 - d. New York Association of Towns – Letter regarding legislative agenda and delegates.
 - e. New York State Unified Court System – Annual court records review.

4. Appointments:

4.1 The following appointments by the Supervisor which will be concurrent with the Supervisor's elected 2 yr. term:

- A. Budget Officer – Andrea Hogan
- B. Deputy Supervisor – Katharine Nightingale
- C. 2nd Deputy Supervisor – Arnold Stevens
- D. Secretary – Joann Morehouse
- E. Registrar of Vital Statistics – Kathleen Lorah
- F. Petty Cash Officer – Andrea Hogan
- G. Town Historian – Deana Wood

4.2 The following appointments by the Town Board which will be a one-year term:

- A. Zoning Enforcement Officer - Danae Tucker
- B. Animal Control Officer - William Mosher
- C. Legal Counsel to the Town – Meyer and Fuller
- D. Legal Counsel to the Planning Board – Miller, Mannix, Schachner and Hafner.
- E. Health Officer – Dr. Ruge

F. Safety Officer – Fred Comstock

4.3 The following appointments by the Town Clerk which will be for a period of one year:

- A. Deputy Town Clerk – Joann Morehouse
- B. Deputy Registrar – Joann Morehouse

4.4 Standing committees 2019

Highway – Gene Arsenault and Laurie Arnheiter

Solid Waste – Arnold Stevens, Justin Gonyo and Kate Lorah

Fire & EMS – Arnold Stevens and Justin Gonyo

Planning & Zoning – Laurie Arnheiter and Gene Arsenault

Buildings, Parks & Recreation – Laurie Arnheiter and Justin Gonyo

Personnel – Arnold Stevens and Gene Arsenault

Marketing and Economic Development – Laurie Arnheiter and Gene Arsenault

Marketing/ Tourism sub-committee – Deb Morris, Emily Stanton, Daphne Taylor, John Stafford, Sharon Taylor, Dick Carlson

Occupancy Tax – Aimee Azaert, Emily Stanton, Dwayne Spitzer, John Stafford, David Skibinski, Patricia Conner.

Water – Arnold Stevens and Justin Gonyo

5. Designations

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

All meetings will begin at 7:00 PM

Tuesday, January 7

Tuesday, January 21

Tuesday, February 4

Tuesday, February 18 - ? Vacation week

Tuesday, March 3

Tuesday, March 17

Tuesday, April 7 (School vacation week is April 10 – 17)

Tuesday, April 21

Tuesday, May 19

Tuesday, June 16

Tuesday, July 21

Tuesday, August 18

Tuesday, September 1 (Labor Day is 7th)

Tuesday, September 15

Tuesday, October 6

Tuesday, October 20

Thursday, November 5

Tuesday, November 17

Tuesday, December 1

Tuesday, December 15

- B. Polling places in the Town of Johnsbury - District # 1 (Wevertown) for all districts.**
 - C. Official Newspapers for the Town of Johnsbury, 2019 - Sun Community News and Post Star.**
 - D. Banks as official depositories for 2019 – Community Bank and Glens Falls National**
 - E. Designate Kate Lorah as delegate to the Association of Towns annual meeting February 16 – 19 in New York City and approve expenses for all attendees.**
 - F. Designate Andrea Hogan as delegate to Adirondack Association of Towns and Villages**
- 6. The following projects for 2020 were submitted by Highway Superintendent Comstock for agreement of the board: (commonly labeled 284 Agreements)**
- Fairview Ave., Osborn St., Pine St. and Ridge St.**
 - Culvert replacements, unspecified.**
 - Repair roads damaged in storm October 31, 2019**
- 7. Set mileage compensation for town business for 2020 to match IRS rate (not yet announced as of 12/31/2019).**
- 8. Schedule the 2021 Organizational Meeting Tuesday, Jan 5, 2021 at Wevertown Community Center, 7:00 pm**
- 9. Bonding and Authorizations**
- A. Adoption of town officers bond for 2020**
 - 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 2019 annual report of Supervisor.**
 - F. Authorize Standard Work day and Reporting for 2020**
 - 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**
- Business Automation Services**
 - \$2800.00 for Town Clerk software support/ maintenance**
 - \$1000.00 for Zoning Enforcement Officer software support/**

maintenance.

- Upgrade Bookkeeping software \$3000**
- Dues, New York State Assessor's Association 2020 membership -\$150**
- Dues, Warren County Assessor's Association 2020 -\$25.00**
- \$53,854.62 New York Municipal Insurance Reciprocal (NYMIR) for**

2019 property and liability policy.

- Dues APHNYS for Town Historian - \$50.00**

10. 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 17, 2019**
- 2. Correspondence :**
 - A. Resignation letter from Summer Swim Program Directors**
 - B. Letter of interest for Summer Recreation Program Director**
- 3. Old Business**
 - A. Authorization to place ads for Summer Swim Director and staff including lifeguards for swim program and beach.**
 - B. Re-appointment of Summer Recreation Program Director**
- 4. New Business**
 - A. Authorize the Supervisor to sign intermunicipal agreement with Warren County for Solid Waste and Recycleable Processing.**
 - B. Ratify Supervisor's authorization of repairs to the Parks, Rec truck in the amount of \$2100.00.**
- 5. Committee Reports**
 - Solid Waste
 - Highway
 - Marketing and Economic Development
 - Personnel
 - Buildings, Parks and Recreation
 - Planning and Zoning
 - Fire/ EMS
- 6. Animal Control Report**
 - ZEO Monthly Report/ ZEO Annual report
- 7. Privilege of floor**
- 10. Motion to adjourn**

Next Meeting – January 15, 2019, 7:00 pm at the Tannery Pond Community Center

