

**Town of Northumberland
Organizational Meeting
January 10, 2019**

Supervisor Willard Peck called the Organizational Meeting for 2019 to order @7:00 PM. Following the salute to the flag, roll call was taken. Those present included Councilman Paul Bolesh, Councilman John DeLisle, Councilman George Hodgson and Councilwoman Patricia Bryant. Also attending were Clerk Denise Murphy, Highway Supt Harold Vance Jr and Building and Zoning Admin. Richard Colozza.

Councilman John DeLisle made a motion to appoint the following positions and salaries for 2019.

Deputy Town Supervisor- Councilman George Hodgson @ \$ 500.00 per year
Budget officer- Supervisor Willard H. Peck @\$1,600.00 per year
Bookkeeper to Supervisor- Judy Taylor @ \$16,126.00 per year
Registrar of Vital Statics- Denise Murphy @ 620.00 per year
Deputy Town Clerk-Lisa Conlee @ 14.00 per hour
Town Historian- Georgia Ball @ \$1,332.00 per year
Town Attorney- @ \$27,050.00/ \$ 190.00 per hour litigation
Deputy Town Attorney – Robert Panasci
Town Zoning/ Planning Attorney @ \$7,200.00 per year
Health Officer- Christopher Thomas @ \$1,000.00 per year

Councilman Paul Bolesh seconded the motions as presented. All in favor, motion carried.

Councilwoman Patricia Bryant made a motion to appoint the following salaries for the non-competitive positions for the year 2019.

Dog Control Officer @ \$65.00 per call out
Building/Zoning Administrator @ \$40,888.00 per year
Planning/Zoning/Highway Clerk @ \$14.00 per hour
Town Janitor @ \$ 14.25 per hour
Recycling/Transfer Attendant @ \$13.80 per hour
Town Engineer @ \$ 85.00 per hour
Court Clerk @ \$15.18 per hour
Assistant Court Clerk @ \$14.11 per hour
Recreation/Youth Leader-\$14.75 per hour
Recreation/Youth Assistant-\$12.27 per hour
Recreation/Youth Aides- \$11.35 - \$11.45 per hour

Councilman George Hodgson seconded the motion. All in favor, motion carried.

Councilman Paul Bolesh made a motion to approve the following Designations for the year 2019.

The Official Newspaper-The Post Star & Saratogian
The Official Banks- Glens Falls National Bank

Councilman John DeLisle seconded the motion. All in favor, motion carried.

**Town of Northumberland
Organizational Meeting
January 7, 2016**

Councilman George Hodgson made a motion to adopt Resolution # 1-#21 of 2019.

#1 of 2019- Authorizing the Supervisor to invest idle funds in interest bearing CD's or Savings Accounts in accordance with the Town's Investment Policy

#2 of 2019- Authorize payment of utility, telephone and health insurance vouchers upon presentation prior to monthly Town Board audit.

#3 of 2019- Set monthly Meeting dates for 2019 @ 7:00 PM on the second Thursday of each month unless otherwise scheduled.

#4 of 2019- Adopt contributory retirement plan as provided for in the 2019 Budget

#5 of 2019- Confirm elected positions rate of pay as provided for in the 2019 Budget

Supervisor-\$14,612.00

Town Clerk/Tax Collector- \$44,928.00

Councilman 4 @ \$4,880.00

Justices 2 @ \$8,212.00

Highway Sup't @ \$58,783.00

#6 Of 2019- Establish Walter D. Smead, Sole Assessor's yearly salary \$29,787.00

#7 of 2019- set limit Highway Sup't can spend for necessary equipment and/or repairs without prior authorization from Town Board @ \$3,000.00, mechanic can spend up to \$500.00, all other highway employees can charge up to \$100.00, except road building materials and/or road salt.

#8 of 2019- Establish Highway Sup't Petty Cash Fund from the Budget @ \$100.00 to cover emergency purchases. Each expense to be charged back to appropriate contractual expense accounts.

#9 of 2019- Establish Town Clerk's Petty Cash from the General Budget@ \$150.00 to cover Town Clerk, Assessor, Justices and supervisor's minor expenses. Each expense to be charged back to appropriate contractual expense account.

#10 of 2019 - Authorize payment for Board of Assessment Review members @ \$90.00 per session/per person

#11 of 2019 Authorize vouchers for payment with Board approval.

#12 of 2019- All persons on General Payroll to be paid once a month, the last business day of the month except for the Highway Supt and the Highway Clerk/Planning Clerk who will be paid bi-weekly.

#13 of 2019- Establish Petty Cash Fund @ \$200.00 for Clerk to the Zoning/Planning Board and Building/Zoning Administrator to be used for postage and any other necessary expenses. Each expense to be charged back to appropriate contractual expense account.

#14 of 2019- Establish mileage rate for official town business at \$.58 per mile

#15 of 2019- Establish Recycling/Transfer Attendant's Petty Cash @ \$55.00.

#16 of 2019- Establish Youth/recreation Coordinator's Petty Cash @ \$100.00

#17 of 2019- Reaffirm the town's adopted Procurement, Ethics, Sexual Harassment and Investment Policy.

#18 of 2019- Establish pay scale for part time Highway employees @ \$ 15.44 per hour.

#19 of 2019 – Sick Leave: A full time employee will be credited with one half day of sick leave each month. The employee will be credited on the first day of the month after the sick leave has been earned. Sick leave is based on the average number of hours an employee is normally scheduled to work each week. An employee whose employment with the Town is terminated due to a resignation, lay-off, or disciplinary discharge will not receive cash payment for unused sick leave. An employee who retires