

**MINUTES
TOWN OF WARRENSBURG
ORGANIZATIONAL TOWN BOARD MEETING
JANUARY 3, 2022 AT 4:00 P. M.
At Albert Emerson Town Hall**

THIS MEETING WAS HELD VIA YOUTUBE INTERNET BROADCAST AND OPEN TO THE PUBLIC. THE YOUTUBE LINK CAN BE FOUND ON THE TOWN WEBSITE.

PRESENT:	Supervisor	Kevin Geraghty
	Councilperson	John Alexander
	Councilperson	Bryan Rounds
	Councilperson	Richard Larkin

OTHERS PRESENT: Pamela Lloyd, Town Clerk; Dani Oliver, Supervisors Secretary; Robert Hafner, Town Attorney; Kathleen Ferullo, Town Justice; David Cavanagh, Judge; Several public Attendees

Meeting was called to order by Supervisor Kevin Geraghty at 4:00 p.m. and the Salute to the Flag

NEW BUSINESS:

Oaths of Office filed for Town Officials: Kathleen Ferullo, Town Justice; Mindy Fisk, Town Justice; Bryan Rounds, Town Board Member; John Alexander Town Board Member and Kevin B. Geraghty Town Supervisor

ADOPT ORGANIZATIONAL RESOLUTIONS #2 - #28 FOR THE YEAR 2022

RESOLUTION #1-2022

RESOLVED, to adopt Organizational Resolutions #2 - #28 for the year 2022

On motion of Councilperson Rounds, seconded by Councilperson Alexander the following Resolutions were Adopted this 3th day of January, 2022 by the following votes:

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Larkin

NAYS: None

REGULAR MEETING

RESOLUTION #2-2022

RESOLVED, that the regular meeting of the Town Board of the Town of Warrensburg shall be held on the second Wednesday of each month at 7:00 p.m. at the Albert Emerson Town Hall.

DEPUTY SUPERVISOR

RESOLUTION #3-2022

RESOLVED, that the Supervisor is permitted to name John Alexander Deputy Supervisor for the year 2022 and to pay the position \$675.68 for the year.

OFFICIAL DEPOSITORY

RESOLUTION #4-2022

RESOLVED, that the Glens Falls National Bank is designated official depository for the Town funds.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2022

OFFICIAL NEWSPAPERS

RESOLUTION #5-2022

RESOLVED, that the Glens Falls Post Star is designated as official newspaper for legal advertisements.

INVESTMENT OF SURPLUS FUNDS

RESOLUTION #6-2022

RESOLVED, that the Supervisor be empowered to invest surplus funds to draw interest for the accounts from which the funds were drawn.

FILING OF YEAR END AUD

RESOLUTION #7-2022

RESOLVED, that the Supervisor be permitted sixty (60) days extension in which to file the year end reports with the State Comptroller.

PAYMENT OF BILLS AHEAD OF ABSTRACT

RESOLUTION #8-2022

RESOLVED, that authorization is given for payment of utilities, postage, and, other similar expenses as the bills come in and previous to audit, by the Supervisor on recommendation of the Town Board.

RECORDS MANAGEMENT

RESOLUTION #9-2022

RESOLVED, that Town Clerk Pamela M. Lloyd be named as Records Management Officer and, the Supervisor Kevin B. Geraghty to be the Appeals Officer.

TAX COLLECTOR

RESOLUTION #10-2022

RESOLVED, that the Tax Collector Pamela M. Lloyd shall deposit in her name as Tax Collector of the Town of Warrensburg at Glens Falls National Bank, Warrensburg Branch, within 24 hours after receipt, all monies collected by her which are due the Supervisor. All monies so deposited shall be paid to the Supervisor at least once per week after receipt.

PETTY CASH/TOWN CLERK

RESOLUTION #11-2022

RESOLVED, that the Town Clerk is authorized to establish a Petty Cash Fund not to exceed the amount of \$100.00 (One Hundred Dollars).

TAX COLLECTOR CASH DRAWER

RESOLUTION #12-2022

RESOLVED, that the Tax Collector is authorized to establish a cash drawer for the collection of Land Tax Bills not to exceed \$100.00 (One Hundred Dollars).

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2022

SEWER/WATER CLERK CASH DRAWER

RESOLUTION #13-2022

RESOLVED, that the Sewer/Water Clerk is authorized to establish a cash drawer for the collection of Sewer Fees in an amount not to exceed \$100.00 (One Hundred Dollars) and also establish a separate Cash drawer for the collection of water fees in an amount not to exceed \$100.00 (One Hundred Dollars).

TOWN HISTORIAN

RESOLUTION #14-2022

RESOLVED, that Sandi Parisi is named as Town Historian for the year 2022.

LEGAL SERVICES FOR ASSESSOR

RESOLUTION #15-2022

RESOLVED, that the Supervisor is authorized to enter into a contract Bartlett, Pontiff, Stewart and Rhodes for legal services for the Assessor on a per diem basis.

LEGAL SERVICES FOR TOWN

RESOLUTION #16-2022

RESOLVED, that the Supervisor is authorized to enter into a contract with Miller, Mannix, Schachner & Hafner, LLC for Town Legal Services.

APPOINTMENT OF BUDGET OFFICER

RESOLUTION #17-2022

RESOLVED, to appoint Kevin B. Geraghty as Budget Officer for the year 2022 and receive Budget Officer Pay of \$2,495.63.

SALARIES

RESOLUTION #18-2022

RESOLVED, that the Town Board does hereby fix salaries of the Officers and Employees of the Town of Warrensburg for the year January 1, 2022 at the amounts respectfully stated in the budget.

REAFFIRM THE APPOINTMENTS TO THE ZONING BOARD OF APPEALS

RESOLUTION #19-2022

RESOLVED, that the Town Board do hereby reaffirm the appointments to the Zoning Board of Appeals and confirm their terms of office.

REAFFIRM THE APPOINTMENTS TO THE PLANNING BOARD

RESOLUTION #20-2022

RESOLVED, that the Town Board do hereby reaffirm the appointments to the Planning Board and confirm their terms of office.

RESOLUTION SETTING MILEAGE ALLOWANCE FOR 2022

RESOLUTION #21-2022

RESOLVED, to set the mileage reimbursement allowance for 2022 at \$.585 per the IRS rate.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2022

RESOLUTION FOR ENGINEERING SERVICES

RESOLUTION #22 -2022

RESOLVED, to authorize the Supervisor to enter into an agreement with Cedarwood Engineering for engineering services for the year 2022.

APPOINT COURT OFFICER

RESOLUTION #23-2022

RESOLVED, to appoint Susan Campbell as Court Officer and setting her duties to be that of a Town Court Officer.

RESOLUTION FOR EQUIPMENT REPAIR

RESOLUTION #24-2022

RESOLVED, to authorize the Supervisor to enter into an agreement with Crane Mountain Mechanical for equipment repairs to vehicles in all departments.

ASSOCIATION OF TOWNS

RESOLUTION #25-2022

RESOLVED, that the Town of Warrensburg continues to be a member of the Association of Town for 2022.

AATV- ADIRONDACK ASSOCIATION OF TOWNS AND VILLAGES

RESOLUTION #26-2022

RESOLVED, that the Town of Warrensburg continue to be members of the Adirondack Association of Towns and Villages and permits the Supervisor to represent the Town.

APA LOCAL GOVERNMENT REVIEW BOARD

RESOLUTION #27-2022

RESOLVED, that the Town of Warrensburg continues to be a supporter of the APA Local Government Review Board in 2022 in the amount of \$300.00.

RESOLUTION AFFIRMING AND ADOPTING ALTERNATIVE TO REQUIRED OFFICIAL UNDERTAKING

RESOLUTION #28-2022

INTRODUCED BY: Councilperson Rounds

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Alexander

WHEREAS, various sections of New York State Town Law and Public Office Law requires that certain officials execute an official undertaking; and

WHEREAS, State Law provides an alternative to each officer or required employee executing and filing their own personal undertaking by the Town Board consenting in and approving and procuring a blanket undertaking from a duly authorized corporate surety (an authorized insurance company) covering officers, clerks, and employees; and

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2022

WHEREAS, the Town has procured just such a blanket undertaking in the past to meet the state law requirement for an undertaking and wishes to affirm and ratify and adopt and re-adopt the authorization of such a blanket undertaking; and

WHEREAS, this year the Town Board is also obtaining a formal undertaking from each new officer or employee, but the blanket undertaking is affirmed, ratified, adopted and re-adopted to satisfy the undertaking requirement for these officials and also for all current and future officers and employees of the Town who are required to provide an undertaking;

NOW, THEREFORE, BE IT:

RESOLVED, that the Town Board does hereby affirm, ratify, adopt and re-adopt its consent, approval, and authorization for the procurement of the statutorily required blanket undertaking each year from an authorized corporate surety covering the Town’s officers, clerks and employees, instead of requiring personal undertakings and, for 2022, such blanket undertaking shall have the below detailed terms; and

BE IT FURTHER

RESOLVED, the Town does and shall maintain insurance coverage, as required by State Law, to provide a blanket undertaking to indemnify against losses through the failure of the officers, clerks and employees covered hereunder faithfully to perform their duties or to account property for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered hereunder; and

BE IT FURTHER

RESOLVED, that the Town Supervisor is authorized and directed to any and all actions necessary to effect this Resolution, including without limitation, to obtain insurance coverage meeting State Law requirements for a blanket undertaking in form and amount acceptable to Town Supervisor and Town Counsel.

BE IT FURTHER

RESOLVED, that the blanket undertaking shall be filed with the Town Clerk along with a certified copy of this Resolution.

DULY ADOPTED JANUARY 3, 2022 BY THE FOLLOWING VOTES:

AYES: 4 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Larkin

Next meeting scheduled for Wednesday January 12, 2022 at 7:00 p.m.

MEETING ADJOURN

On motion of Councilperson Alexander, the meeting was adjourned at 4:20 p.m.

Respectfully Submitted,

Pamela M. Lloyd, Town Clerk