

**MINUTES
TOWN OF WARRENSBURG
ORGANIZATIONAL TOWN BOARD MEETING
JANUARY 3, 2023 AT 11:00 A. 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; Joyce Reed, Water/Sewer Clerk; and **Several Public Attendees, Sign in sheet available for review at the Town Clerks office.**

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: Joyce Reed Town Board Member

DISCUSSION: **Joyce Reed stated,** I would like to Thank each and every member of this board for their personal accolades as to my qualifications and job performance, taking these comments and those of the meeting attendees in to consideration and after consulting with family, friends, coworkers and supporters I have decided that my strength remains in the water and sewer department. So it is with deep respect to our entire community and this board’s decision I must decline to accept the oath of office as a Town board member at this time to continue our efforts to meet the new state mandates to municipal water tracing, tracking and reporting and to continue to research billing improvements and possible sewer district expansion.

DISCUSSION: **Richard Larkin** stated that he asked last year if the town could request to reevaluate the contracts for the current Attorneys being used for legal services for the Town and the Assessor. Councilperson Larkin and Rounds both requested to have an RFQ (request for quote) advertised within the next 4 months to determine who would finish out legal services for the remained of 2023.

ADOPT ORGANIZATIONAL RESOLUTIONS #2 - #4, #6 – 14, #19 - #30 FOR YEAR 2023

RESOLUTION #1-2023

RESOLVED, to adopt Organizational Resolutions #2 - #4, #6 – 14, #19 - #30 for the year 2023

On motion of Supervisor Geraghty, seconded by Councilperson Alexander the following Resolutions Were Duly Adopted on January 3, 2023 by the following votes:

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Larkin

NAYS: None

REGULAR MEETING

RESOLUTION #2-2023

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.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

DEPUTY SUPERVISOR

RESOLUTION #3-2023

RESOLVED, that the Supervisor is permitted to name John Alexander Deputy Supervisor for the year 2023 and to pay the position \$705.90 for the year.

OFFICIAL DEPOSITORY

RESOLUTION #4-2023

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

OFFICIAL NEWSPAPERS

RESOLUTION #5-2023

INTRODUCED BY: Supervisor Kevin Geraghty
WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson John Alexander

WHEREAS, the Town Board of Warrensburg request to amend this resolution to designate the Glens Falls Post Star and the Sun Community News as the Towns official newspapers for legal advertisements.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg approved to designate the Glens Falls Post Star and the Sun Community News as the Town official newspapers for legal advertisements.

THIS RESOLUTION WAS DULY PUT TO A ROLL CALL VOTE ON JANUARY 3, 2023, WHICH RESULTED AS FOLLOWS:

AYES: 4 **NAYS:** 0 **ABSENT:** 0

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Larkin

INVESTMENT OF SURPLUS FUNDS

RESOLUTION #6-2023

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 #7-2023

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 #8-2023

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.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

RECORDS MANAGEMENT

RESOLUTION #9-2023

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 #10-2023

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 #11-2023

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 #12-2023

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).

SEWER/WATER CLERK CASH DRAWER

RESOLUTION #13-2023

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 #14-2023

RESOLVED, that Sandi Parisi is named as Town Historian for the year 2023.

LEGAL SERVICES FOR ASSESSOR

RESOLUTION #15-2023

INTRODUCED BY: Councilperson Richard Larkin

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Town of Warrensburg’s Supervisor is authorized to enter into a contract with Bartlett, Pontiff, Stewart and Rhodes for legal services for the Assessor on a per diem basis.

WHEREAS, Two (2) Board members on the Town Board of Warrensburg requested to seek other options for legal services for the Assessor, and Two (2) Board members opposed the request to change contract with Bartlett, Pontiff, Stewart and Rhodes for legal services for the Assessor on a per diem basis.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

NOW, THEREFORE, BE IT

RESOLVED, that resuming the contract with Bartlett, Pontiff, Stewart and Rhodes for legal services for the Assessor on a per diem basis Failed this Resolution.

THIS RESOLUTION WAS DULY PUT TO A ROLL CALL VOTE ON JANUARY 3, 2023, WHICH RESULTED AS FOLLOWS:

AYES: 2 NAYS: 2 ABSENT: 0

AYES: Councilperson Rounds, Larkin - Agreed to seek other options

NAYS: Supervisor Geraghty, Councilperson Alexander - Opposed to seek other options

LEGAL SERVICES FOR TOWN

RESOLUTION #16-2023

INTRODUCED BY: Councilperson Richard Larkin

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Town of Warrensburg’s Supervisor is authorized to enter into a contract with Miller, Mannix, Schachner & Hafner, LLC for Town Legal Services.

WHEREAS, Two (2) Board members on the Town Board of Warrensburg requested to seek other options for Town legal services, and Two (2) Board members opposed the request to change contract with Miller, Mannix, Schachner & Hafner, LLC for Town Legal Services.

NOW, THEREFORE, BE IT

RESOLVED, that resuming the contract with Miller, Mannix, Schachner & Hafner, LLC for 2023 Town Legal Services Failed this Resolution.

THIS RESOLUTION WAS DULY PUT TO A ROLL CALL VOTE ON JANUARY 3, 2023, WHICH RESULTED AS FOLLOWS:

AYES: 2 NAYS: 2 ABSENT: 0

AYES: Councilperson Rounds, Larkin - Agreed to seek other options

NAYS: Supervisor Geraghty, Councilperson Alexander - Opposed to seek other options

REQUEST TO RE-ASSESS LEGAL SERVICES FOR THE ASSESSOR IN 4 MONTHS

RESOLUTION #17-2023

INTRODUCED BY: Councilperson Richard Larkin

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Town Board of Warrensburg request to continue Assessor Legal Services with Bartlett, Pontiff, Stewart and Rhodes on a per diem basis for the period of Four (4) months (January thru April 2023), during this time the Town will advertise for an RFQ (Request for Quote) for Assessor Legal Services for the remainder of 2023.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg Agreed to continue Assessor Legal Services with Bartlett, Pontiff, Stewart and Rhodes for Four (4) months and advertise for an RFQ to re-assess the contract for Assessor Legal Services.

THIS RESOLUTION WAS DULY ADOPTED ON JANUARY 3, 2023 BY THE FOLLOWING VOTES:

AYES: 4 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Larkin

REQUEST TO RE-ASSESS LEGAL SERVICES FOR THE TOWN IN 4 MONTHS

RESOLUTION #18-2023

INTRODUCED BY: Councilperson Richard Larkin

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Town Board of Warrensburg request to continue Town Legal Services with Miller, Mannix, Schachner & Hafner, LLC for the period of Four (4) months (January thru April 2023), during this time the Town will advertise for an RFQ (Request for Quote) for Town Legal Services for the remainder of 2023.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg Agreed to continue Town Legal Services with Miller, Mannix, Schachner & Hafner, LLC for Four (4) months and advertise for an RFQ to re-assess the contract for Town Legal Services.

THIS RESOLUTION WAS DULY ADOPTED ON JANUARY 3, 2023 BY THE FOLLOWING VOTES:

AYES: 4 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Larkin

APPOINTMENT OF BUDGET OFFICER

RESOLUTION #19-2023

RESOLVED, to appoint Kevin B. Geraghty as Budget Officer for the year 2023 and receive Budget Officer Pay of \$5,000.00.

SALARIES

RESOLUTION #20-2023

RESOLVED, that the Town Board does hereby fix salaries of the Officers and Employees of the Town of Warrensburg for the year January 1, 2023 at the amounts respectfully stated in the budget.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

REAFFIRM THE APPOINTMENTS TO THE ZONING BOARD OF APPEALS

RESOLUTION #21-2023

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 #22-2023

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 2023

RESOLUTION #23-2023

RESOLVED, to set the mileage reimbursement allowance for 2023 at \$.65.5 per the IRS rate.

RESOLUTION FOR ENGINEERING SERVICES

RESOLUTION #24 -2023

RESOLVED, to authorize the Supervisor to enter into an agreement with Cedarwood Engineering for engineering services for the year 2023.

APPOINT COURT OFFICER

RESOLUTION #25-2023

RESOLVED, to appoint Mark Ramsey as Court Officer and setting the duties to be that of a Town Court Officer.

RESOLUTION FOR EQUIPMENT REPAIR

RESOLUTION #26-2023

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 #27-2023

RESOLVED, that the Town of Warrensburg continues to be a member of the Association of Town for 2023.

AATV- ADIRONDACK ASSOCIATION OF TOWNS AND VILLAGES

RESOLUTION #28-2023

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 #29-2023

RESOLVED, that the Town of Warrensburg continues to be a supporter of the APA Local Government Review Board in 2023 in the amount of \$300.00.

ORGANIZATIONAL TOWN BOARD MEETING – January 3, 2023

OFFICIAL UNDERTAKING OF MUNICIPAL OFFICIALS

RESOLUTION #30-2023

RESOLVED, that the Town Board of the Town of Warrensburg does hereby require the Supervisor, Deputy Supervisor, Town Clerk, Tax Collector, Town Justices and Highway Superintendent to execute said Official Undertaking as required by said law.

A Public Hearing is set for the 2023 Warrensburg EMS Agreement and the Town of Warrensburg at 7:00 p.m. on January 11, 2023.

A Public Hearing is set on Round 7 of RESTORE NY Grant application to seek funds to demolish the former Highway Garage on King Street. Estimated Project Cost to be \$374,800. Public Hearing to immediately follow the Public Hearing on the Warrensburg EMS Agreement on January 11, 2023.

Next meeting scheduled for Wednesday January 11, 2023 at 7:00 p.m.

COMMENTS:

Linda Marcella - 1st - Stated that she agreed with the reassessing of the Attorney and getting quotes for all Professional Services every two or three years and maybe assigning an amount to spend and not go over. 2nd - Also agreed on adding Sun Community News to the newspaper to advertise the towns legal notices in. 3rd - She also asked for clarification on the grant, if we don't get it is town still on the hook for it or can we back out?

Supervisor Geraghty – 1st - Responded that the town already has a purchasing policy that is followed, so we don't go out and spend up to ten thousand dollars without getting quotes first for any Professional Services. 3rd - Responded that we are applying for the Round 7 Restore NY Grant the board chose to apply for money for the demolition of the old Highway garage and been working with the consultant Labella and they came up with a cost of \$370,000 that is a preliminary estimate. There are certain criteria that we have to follow if we were awarded this grant and one of the criteria's is that the town has to show our intention that the town has the money to be able to apply for this kind of grant and make it successful. We would not borrow the money if we don't get awarded the grant.

MEETING ADJOURN

On motion of Councilperson Alexander, the meeting was adjourned at 11:28 a.m.

Respectfully Submitted,

Pamela M. Lloyd, Town Clerk