

**DRAFT**

**AGENDA FOR THE ORGANIZATIONAL MEETING OF THE TOWN OF  
SARATOGA TOWN BOARD**

**Monday, January 12<sup>th</sup>, 2026 – 7:00 p.m.**

- 1. Call meeting to order**
- 2. Flag Salute**
- 3. Roll call:** Supervisor Ian Murray, Councilmember Michael McLoughlin, Councilmember Ruth Drumm, Councilmember Gary Squires, Councilmember Andy Ellis
- 4. Recognitions/Presentations/ Bid openings/ Public Hearings:**
- 5. Approval of Minutes of the December 8 and December 29, 2025 meetings.**
- 6. Department Reports**
  - A. Town Clerk's Report**
  - B. Zoning Officers Report**
  - C. Dog Control Officer's Report**
  - D. Town Court Report**
  - E. Tax Collector**
  - F. Historian's Report**
  - G. Assessor's Report**
  - H. Highway Superintendent's Report**
- I. Supervisor's Financial Report**
  - 1. December Mortgage Tax Received - \$**
  - 2. December Distribution - Sales Tax Received -\$**
  - 3. Saratoga County Sheriff update**
- 7. Public Comments on agenda items**
- 8. Committee reports:**
  - A. Landfill**
  - B. Insurance**
  - C. Youth**
  - D. Park Committee**
  - E. Emergency Management Office**
- 9. Old Business:**
- 10. New business:**

Supervisor Ian Murray introduces Resolution #26-01 - #26-21 for Organizational Annual Designations and Appointments:

❖ Resolution #26-01 setting the “Rules of the Board”

- ❖ **Resolution #26-02** setting the meeting time and place for the Town Board meetings as the 2<sup>nd</sup> Monday of each month, at 7:00 p.m.
- ❖ **Resolution #26-03** designating Arrow Bank & Trust as the official bank depository.
- ❖ **Resolution #26-04** designating *The Saratogian* as the official newspaper for the Town.
- ❖ **Resolution #26-05** authorizing the Supervisor to invest idle cash and NY class balances.
- ❖ **Resolution #26-06** authorizing the Supervisor to submit claims for state aid for youth recreation programs.
- ❖ **Resolution #26-07** authorizing the Supervisor to execute & pay contracts & annual appropriations as provided in the budget.
- ❖ **Resolution #26-08** approving the salaries & highway scale of wages and additional benefits as set forth in the 2026 Budget.
- ❖ **Resolution #26-09** appointing the Supervisor as Health Insurance Administrator.
- ❖ **Resolution #26-10** authorizing the Supervisor to pay bills of utility, fuel, gas, oil, credit card & any discounted bills, without prior audit and providing that bills are presented at first available meeting for audit.
- ❖ **Resolution #26-11** authorizing the Highway Superintendent to spend/purchase up to \$2,000.00 without prior notice to Town Board.
- ❖ **Resolution #26-12** setting the mileage rate for actual town business at \$72.5 cents per mile.
- ❖ **Resolution #26-13** setting the election inspector rates at \$100.00 and machine custodians at \$75.00 per machine for Special Elections.
- ❖ **Resolution #26-14** appointing Edward Cross as the Dog Control Officer.
- ❖ **Resolution #26-15** appointing Miller, Mannix, Schachner & Hafner LLC as the Attorney for the Town.
- ❖ **Resolution #26-16** appointing Gilman Albert as the Building Inspector/Code Enforcement and MS-4 Coordinator.
- ❖ **Resolution #26-17** appointing Gilman Albert as the Fire Code Officer.
- ❖ **Resolution #26-18** appointing Linda McCabe as Clerk to the Planning Board and Clerk to the Zoning Board of Appeals.
- ❖ **Resolution #26-19** appointing Kenneth Martin as the Engineer for the Town.
- ❖ **Resolution #26-20** appointing Cassidie Ruzicky as part-time Assessor's assistant.
- ❖ **Resolution #26-21** appointing Michelle Conover Registrar of Vital Statistics.

**Supervisor Ian Murray made the following annual appointments:**

- ❖ **Deputy Supervisor** – Councilmember Michael McLoughlin
- ❖ **Town Historian** – Sean Kelleher
- ❖ **Deputy Town Historian** – Patricia Peck
- ❖ **Highway Committee** – Supervisor Ian Murray, Councilmember Andy Ellis
- ❖ **Youth Committee** – Councilmember Michael McLoughlin, Councilmember Gary Squires
- ❖ **Insurance Committee** – Supervisor Ian Murray and Councilmember Ruth Drumm
- ❖ **Landfill Committee** – Supervisor Ian Murray, Councilmember Gary Squires
- ❖ **Park Committee** – Councilmember Gary Squires, Councilmember Andy Ellis

**The following annual appointments made by elected officials and read by Supervisor Ian Murray:**

- ❖ **Town Clerk Michelle Conover** appoints Emilee Jones as Deputy Town Clerk.
- ❖ **Town Justice Charles Sherman and Justice John McCarron** appoint Bonnie Williams and Jennifer Johnston as part-time Court Clerks.

- ❖ **Resolution #26-23** 2025 Fund Transfers
- ❖ **Resolution #26-24** Fire Contract – Schuylerville
- ❖ **Resolution #26-25** Fire Contract – Victory
- ❖ **Resolution #26-26** WEMS Contract
- ❖ **Resolution #26-27** Authorizing Contract for Olde Saratoga Seniors & Quaker Springs Sunshiners groups

**11. Communications:**

**12. Public Comments**

**13. Upcoming Meetings:**

- ❖ Regular Town Board Meeting – Monday, February 9, 2026 at 7:00 p.m.

**14. Audit the Bills:**

- ❖ Resolution #26-32 - Approving the Payment of Bills on Abstract 14G of 2025
- ❖ Resolution #26-33 - Approving the Payment of Bills on Abstract 1G of 2026

**16. Executive Session:** To discuss matters relating to proposed, pending or current litigation and to discuss matters leading to the appointment, employment, promotion, discipline, suspension, dismissal or removal of a particular person or corporation.

**17. Adjourn meeting**