

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

Monday, January 8, 2024 – 7:00 p.m.

- 1. Call meeting to order**
- 2. Roll call:** Supervisor Ian Murray, Councilmember Michael McLoughlin, Councilmember Ruth Drumm, Councilmember Gary Squires, Councilmember Maxine Lautenberg
- 3. Recognitions/Presentations/ Bid openings/ Public Hearings:**

Supervisor Ian Murray introduces Resolution #24-01 - #24-21 for Organizational Annual Designations and Appointments:

- ❖ **Resolution #24-01** setting the “Rules of the Board”
- ❖ **Resolution #24-02** setting the meeting time and place for the Town Board meetings as the 2nd Monday of each month, at 7:00 p.m..
- ❖ **Resolution #24-03** designating Glens Falls National Bank & Trust as the official bank depository.
- ❖ **Resolution #24-04** designating *The Saratogian* as the official newspaper for the Town.
- ❖ **Resolution #24-05** authorizing the Supervisor to invest idle cash balances.
- ❖ **Resolution #24-06** authorizing the Supervisor to submit claims for state aid for youth recreation programs.
- ❖ **Resolution #24-07** authorizing the Supervisor to execute & pay contracts & annual appropriations as provided in the budget.
- ❖ **Resolution #24-08** approving the salaries & highway scale of wages and additional benefits as set forth in the 2024 Budget.
- ❖ **Resolution #24-09** appointing the Supervisor as Health Insurance Administrator.
- ❖ **Resolution #24-10** 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 #24-11** authorizing the Highway Superintendent to spend/purchase up to \$2,000.00 without prior notice to Town Board.
- ❖ **Resolution #24-12** setting the mileage rate for actual town business at \$___per mile.
- ❖ **Resolution #24-13** setting the election inspector rates at \$___ and machine custodians at \$__ per machine for Special Elections.
- ❖ **Resolution #24-14** appointing Edward Cross as the Dog Control Officer.
- ❖ **Resolution #24-15** appointing Miller, Mannix, Schachner & Hafner LLC as the Attorney for the Town.
- ❖ **Resolution #24-16** appointing Gilman Albert as the Building Inspector/Code Enforcement Officer.
- ❖ **Resolution #24-17** appointing Gilman Albert as the Fire Code Officer.
- ❖ **Resolution #24-18** appointing Linda McCabe as Registrar of Vital Statistics, Clerk to the Planning Board and Clerk to the Zoning Board of Appeals.
- ❖ **Resolution #24-19** appointing Dr. Christopher Thomas as the Health Officer.
- ❖ **Resolution #24-20** appointing Kenneth Martin as the Engineer for the Town.
- ❖ **Resolution #24-21** appointing Dorothy Lavazzo as part-time Assessor’s Clerk.

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 Gary Squires
- ❖ **Youth Committee** – Councilmember Michael McLoughlin, Councilmember Maxine Lautenberg
- ❖ **Insurance Committee** – Supervisor Ian Murray and Councilmember Ruth Drumm
- ❖ **Landfill Committee** – Supervisor Ian Murray, Councilmember Gary Squires
- ❖ **Park Committee** – Supervisor Ian Murray, Councilmember Gary Squires
- ❖ **The following annual appointments made by elected officials and read by Supervisor Ian Murray:**
 - ❖ **Town Clerk Michelle Conover** appoints Linda McCabe as Deputy Town Clerk
 - ❖ **Town Justice Charles Sherman and Justice John McCarron** appoint Bonnie Williams and Jennifer Johnston as part-time Court Clerks.

4. Approval of Minutes of the December 11 and December 28, 2023 meetings.

5. Town Clerk's report

6. Zoning Officer's report

7. Dog Control Officer's report

8. Town Court report

9. Tax Collector's report

10. Historian's report

11. Assessor's report

12. Highway Superintendent's report

13. Supervisor's report

- ❖ Financial Report
- ❖ *December 2023 Sales Tax Received - \$*
- ❖ *November Mortgage Tax Received - \$*
- ❖ *December Mortgage Tax Received - \$*

14. Public Comments on agenda items

15. Committee reports:

A. Landfill

B. Insurance

C. Youth

D. Senior Citizens

E. Park Committee

F. Emergency Management Office

16. WEMS and QSFJ reports

17. Old Business:

18. New business:

- ❖ Resolution #24-22 Recognition of Veteran Raymond Joseph Zerwick
- ❖ Resolution #24-23 Reappointment of Planning Board Member
- ❖ Resolution #24-24 Reappointment of Zoning Board of Appeals Member

19. Communications:

20. Public Comments

21. Upcoming Meetings:

- ❖ Regular Town Board Meeting – Monday, February 12, 2024 at 7:00 p.m.

22. Audit the Bills:

- ❖ Resolution #24- - Approving the Payment of Bills on Abstract 14G of 2023
- ❖ Resolution #24- - Approving the Payment of Bills on Abstract 1G of 2024

12. Adjourn meeting

DRAFT AGENDA SUBJECT TO CHANGE