

The Town of Crown Point held the Organizational Meeting Thursday January 14, 2021

Members present: Supervisor Charles Harrington, Councilperson Walter Worth, Councilperson John Wayman, Councilperson Tara Peters, Councilperson Sherlene Barrows

Others present: Kimberly Woods Supervisor Clerk, Kevin Woods Highway Superintendent, Karen Griffin, Tom Peterson Town Attorney

Supervisor called meeting to order at 6:00 PM

Pledge of Allegiance

Committee Appointments

Highway	Walter worth
Sidewalks	Walter Worth
Parks & Waterfront	John Wayman
Building & Personal Property	Walter Worth
Health Insurance	Tara Peters
Lighting & Energy	John Wayman
Beautification	Sherlene Barrows
Youth Commission	Sherlene Barrows
Water/Wastewater	John Wayman
Library	Sherlene Barrows
Publicity, Website	Tara Peters
Policy Review	Walter Worth & Tara Peters
Economic Development	Tara Peters
School	Tara Peters
Hamlet Expansion	Walter Worth

Budget Officer	Kimberly Woods
Marriage Officer	Seth Celotti
Memorial Day Committee	Jodi Gibbs
Zoning Committee	Walter Worth

C. Worth Made the motion to approve all Committee Appointees.  
 C. Peters second. All aye. Motion carried.

C. Peters Made the motion to conduct all meetings under Roberts Rules of Order except when superseded by Municipal Law. C. Worth second. All aye. Motion carried.

List of Officers

Budget Officer	Kimberly Woods
Health Officer	Karen Griffin
Animal Control	James Marshall
Registrar	Linda Woods
Historian	Joan Hunsdon
Assessor	Richard Maxwell

Water Superintendent District 1 & 2 Gary Allen

Clerk to Supervisor	Kimberly Woods
Safety Officer	Kevin Gadway

Maintenance Person

Board of Assessment & Review	Term to Expire
Roy Cutting	09-30-2021
Doug Woods	09-30-2023
Christopher Spaulding	09-30-2025
Gene Staubitz	09-30-2024
Chris Johnson Chairman	09-30-2022

Code Enforcement Officer & Junkyard	William Ball
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C. Worth made the motion to approve the appointment of all Town Officials and Terms of appointment. C. Barrows second. All aye. Motion carried.

Town Positions and Salaries

Supervisor	\$26,763.36	Yearly
Town Clerk/ Tax Collector	22,451.52	Yearly
Town Councilpersons (4)	4,553.12	Yearly
Town Justice	15,173.60	Yearly
Highway Superintendent	52,888.16	Yearly
Deputy Supervisor	1,602.64	Yearly
Clerk to Supervisor	27,579.76	Yearly
Town Historian	\$1,113.84	Yearly
Animal Control Officer	3,804.32	Yearly
Justice Clerk	16,640.00	Yearly
Maintenance Person	18.24	Hourly
Highway Mechanic	19.49	Hourly
Heavy Equipment Operator	18.24	Hourly
Laborer on Call	13.55	Hourly
Water/Wastewater Operator	20.86	Hourly
Health Officer	1,189.76	Annually
Maintenance Helper	13.55	Hourly
Board of Assessment and Review Chairman	330.72	Annually
Board of Assessment and Review Secretary	408.72	Annually
Board of Assessment and Review Members (3)	243.36	Annually
Asst. Water/Wastewater Superintendent	11,500.00	Hourly
Campsite Manager	13.55	Hourly
Code Enforcement Officer	5,299.84	Annually
Town Attorney		TBA
Assessor	18,890.00	Annually

C. Peters made the motion to approve Town Officials and Salaries of Town positions for 2021. C. Wayman second. All aye. Motion carried.

Board meeting day and time

C. Worth made the motion that Town Board meetings shall be held on the second Thursday of the month, auditing the bills will be at 5:30 PM and Regular meeting will open at 6:00 P.M. C. Barrows second. All Aye. Motion carried.

#### Delegation of Duties

C. Peters made the motion to approve delegation of duties as stated. The following Offices and committees shall be responsible for duties as specified and shall hereby be authorized to incur necessary expense within limitations of the Current Budget year. C. Barrows second. All aye. Motion carried.

#### Supervisor

The Supervisor shall be responsible for all Town owned lands for their maintenance and development.

#### Youth Commission

The Youth Commission shall be responsible for the recreational and cultural development Of the Youth during 2021.

The Knapp Senior Citizens shall be responsible for the recreational and cultural development Of aged of the Town of Crown Point during the year 2021.

#### Newspapers

C. Worth made the motion to approve Sun Community News, Plattsburgh Press, and Post Star as newspapers for the Town of Crown Point during 2021. C. Barrows second. All Aye. Motion carried.

#### Banks

C. Peters made the motion that an account in the name of the Town of Crown Point be Opened or kept with the Champlain National Bank, Crown Point and Glens Falls National of Glen Falls, New York and Class Management Systems for deposit in said Banks to the credit of the Town from time to time any or all monies, Checks, drafts, notes and acceptances or otherwise which may be hereinafter come into it's Possession and said Banks be and are hereby authorized to make payments from the funds on Deposit with them according to checks, drafts, notes and acceptances of this Town signed by Charles Harrington, Supervisor or his duly appointed Deputy, including checks drawn to his Or their own order. All monies deposited in the account of the Champlain National Bank. The Supervisor is authorized to deposit investment funds in any legal bank and wherever the Interest return is the highest. C. Barrows second. All aye. Motion carried.

#### Investment Policies

C. Barrows made the motion that the Town of Crown Point follow investment policies and Guidelines pending verification to insure that investments are mature when the cash is required to finance operations and to insure competitive rate of return, as filed in the Town Office Annual Report Statement. C. Wayman second. All aye. Motion carried.

C. Worth made the motion that the Supervisor be authorized to use a statement savings for the General Fund and Highway Fund as was in 2021. C. Barrows second. All aye. Motion carried.

#### Mileage Rate

C. Barrows made the motion that the mileage rate for Town Officials when performing

Town business be set at 58 cents per mile. C. Worth second. All aye. Motion carried.

**Officials Clerical Aid**

C. Wayman made the motion that Officials may be authorized to obtain clerical aid as Needed. C. Worth second. All aye. Motion carried

**Deputies**

C. Barrows made the motion the Supervisor may be hereby authorized to appoint a Deputy and the Town Clerk may also authorize to appoint three persons as her Deputies, and the Highway Superintendent may be hereby authorized to appoint two Deputies.

Deputy Supervisor Tara Peters

Deputy Town Clerk Kevin Gadway, Eugene Woods

Deputy Highway Superintendent Bruce Burns

C. Worth second. All aye. Motion carried.

Supervisor will be the Ex-Officio of all Committees, and all decisions must come back to the Town Board for approval and no decisions are to be made without Board approval.

**Senior Citizens Officers**

President Kathy Hyatt

Vice President Laura Groshans

Secretary Norma Russell

Treasurer Patricia Sawyer

C. Wayman moved Resolution to approve Supervisor as Ex-Officio of all Committees and Senior Citizens Officers.

C. Barrows second. All aye. Motion carried.

**Adjournment**

C. Peters made the motion to adjourn. C. Barrows second. All aye. Motion carried.

Time:

6:18 PM

Attest to:

Linda L. Woods

Town Clerk