

TOWN OF CROWN POINT, NY ORGANIZATIONAL BOARD MEETING – JANUARY 8, 2026

The Organizational Meeting of the Town Board of Crown Point, County of Essex, State of New York was held at the Town Offices, Crown Point, New York on the 8th day of January 2026.

PRESENT: Clayton Menser, Supervisor
Tara Peters, Councilperson
Walter Worth Councilperson
Sherlene Barrows, Councilperson
M. Cindy Bodette, Clerk

ALSO PRESENT: Bruce Burns, Highway Supervisor
Roy Cutting

Supervisor Menser called the meeting to order at 5:12 pm with the Pledge of Allegiance.

Supervisor Menser gave the Oath of Office to Walter Worth and Sherlene Barrows, councilpersons and Bruce Burns, Highway Superintendent

Appoint New Town Clerk:

Councilperson Worth made a motion, seconded by Councilperson Peters to appoint Mary Cindy Bodette as Town Clerk. Motion Carried

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Supervisor Menser gave the Oath of Office to Mary Cindy Bodette, Clerk

Clerk Bodette appointed Linda Woods as Deputy Town Clerk

Councilperson Peters made a motion, seconded by Councilperson Worth to conduct all meetings under Roberts Rules of Order Except when superseded by Municipal Law. Motion Carried

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Councilperson Worth made a motion, seconded by Councilperson Peters to approve all Committee Appointments. Motion Carried.

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Highway Walter Worth

Parks & Waterfront Walter Worth

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Building & Personal Property	Walter Worth
Health Insurance	Tara Peters
Beautification	Sherlene Barrows
Youth Commission	Sherlene Barrows, Cody Wayman
Events Organization	Sherlene Barrows, Cindy Bodette, Jodi Gibbs, Kama Ingleston, Yannig Tangey
Publicity/Website	Leeann Rice, Cindy Bodette
Policy Review	Sherlene Barrows
Economic Development	Tara Peters
School	Tara Peters
Hamlet Expansion	Walter Worth
Budget Officer	Leeann Rice
Memorial Day Committee	Tara Peters, Jodi Gibbs, Patrick Titus, Roxanne Burns, Clifton Woods, Marlene Gadway

Councilperson Worth made a motion, seconded by Councilperson Peters to approve the appointment of all town officials and terms of appointment. Motion Carried

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

List of Officers:

Budget Officer	Clayton D. Menser, Sr
Health Officer	
Animal Control	James Marshall
Registrar	Mary Cindy Bodette
Historian	Kama Ingleston
Assessor	Christopher Spaulding
Water Superintendent	District 1&2 Gary Allen
Clerk to Supervisor	Leeann Rice
Safety Officer	Colin Mangan
Maintenance Person	Kevin O’Hara

Board Assessment Review:

Roxanne Burns	09-30-2026	Sec.
Doug Woods	09-30-2028	
Eric Ingleston	12-30-2030	
Gene Staubitz	09-30-2029	

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Jennifer English 12-30-2030

Code Enforcement Officer & Junkyard Colin Mangan

Councilperson Worth made a motion, seconded by Councilperson Barrows to approve Town Officials and Salaries of Town Positions for 2026. Motion Carried.

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Supervisor	\$37,292.00
Deputy Supervisor	\$ 1,965.00
Clerk to Supervisor	\$38,293.00
Town Clerk/Tax Collector	\$40,429.00
Deputy Town Clerk	\$ 3,824.00
Town Councilpersons	(4) x \$6,143.75
Town Justice	\$20,845.00
Clerk to Town Justice	\$22,644.00
Highway Superintendent	\$69,346.00
Deputy Highway Superintendent	\$ 1,668.00
Town Historian	\$ 1,924.00
Animal Control	\$ 6,410.00
Justice Clerk	\$21,462.86
Maintenance	\$23.11 Hourly
Highway Mechanic	\$24.68 Hourly
Highway Tank Inspector	\$ 5,000.00
Heavy Equipment Operator	\$23.31 Hourly
Laborer on Call	\$18.13 Hourly
Water/Wastewater Operator	\$77,943.40
Health Officer	\$ 1,911.59
Maintenance Helper	\$18.13 Hourly
Board Assessment Review Chairman	\$473.88 Annually
Board Assessment Review Members (3)	\$375.64
Code Enforcement Officer	\$13,852.15
Town Attorney-Miller Mannix	\$21,500.00
Assessor	\$22,670.00

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Youth Commission Chairman \$ 1,500.00

Councilperson Worth made a motion, seconded by Councilperson Barrows that the Town Board Meetings shall be held on the Second Thursday of the month. Auditing of the bills will be at 5:30 pm and Regular Meeting will open at 6:00 PM. Motion Carried

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Councilperson Barrows made a motion, seconded by Councilperson Worth to approve the 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. Motion Carried.

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Councilperson Peters made a motion, seconded by Councilperson Worth the Supervisor shall be responsible for all Town owned lands for their maintenance and development. Motion Carried.

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Councilperson Barrows made a motion, seconded by Councilperson Worth The Youth Commission shall be responsible for the recreational and cultural development of the Youth during 2026. Motion Carried

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

Councilperson Worth made a motion, seconded by Councilperson Peters that he Knapp Senior Citizens shall be responsible for the recreational and cultural development of the Aged of the Town of Crown Point during 2026. Motion Carried.

Ayes	4	Worth, Peters, Barrows, Menser
Nays	0	
Abstain	0	
Absent	0	

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Councilperson Peters made a motion, seconded by Councilperson Barrows to approve Sun Community News, Plattsburgh Press Republican and Post Star as newspapers for the Town of Crown Point during 2026. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Barrows made a motion, seconded by Councilperson Worth that an account in the name of the Town of Crown Point be opened and kept with the Champlain National Bank, Crown Point and Arrow Bank of Glens Falls, New York and NY Class for deposit in said banks to credit of the Town from time to time any and all monies. Checks, drafts, notes and acceptances of this Town signed by Clayton Menser, 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. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Worth made a motion, seconded by Councilperson Peters that the Town of Crown Point follow investment policies Guidelines pending verification to ensure that investments are mature when the cash is required to finance operations and to ensure competitive rate of return, as filed in the Town Office Annual Report Statement. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Peters made a motion, seconded by Councilperson Barrows that the Supervisor be authorized to use a statement savings for the General Fund and Highway Fund as was in 2025. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Barrows made a motion, seconded by Councilperson Worth that the mileage rate for Town Officials when performing Town Business be set at .725 cents per mile. Motion Carried.

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Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Worth made the motion, seconded by Councilperson Barrows that Officials may be authorized to obtain clerical aid as needed. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Councilperson Peters made a motion, seconded by Councilperson Worth made a motion the Supervisor may authorized to appoint a Deputy and the Town Clerk may also be authorized to appoint three persons as her Deputies, and the Highway Superintendent may be hereby authorized to appoint two Deputies. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Deputy Supervisor Leeann Rice
Deputy Town Clerk Linda Woods
Deputy Highway Superintendent Andy Burns.

Councilperson Barrows made a motion, seconded by Councilperson Worth the Supervisor will be Ex-officio of All Committees, and decisions must come back to the Town Board for approval, no decisions are to be made without Board approval. Motion Carried.

Ayes 4 Worth, Peters, Barrows, Menser
Nays 0
Abstain 0
Absent 0

Senior Citizens Officers:

President Alberton Euber
Rice President Kathy Fortier
Second Vice President Laura Groshans
Secretary Norma Russell

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Treasurer

Cathy Hyatt

With no further business, Councilperson Worth made a motion, seconded by Councilperson Barrows to adjourn the Organizational Meeting. Motion Carried. Meeting was adjourned at 5:54 pm.

Ayes 4 Worth, Peters, Barrows, Menser

Nays 0

Abstain 0

Absent 0

Duly Submitted,

Mary Cindy Bodette

Town Clerk

These minutes have not been submitted for approval 1/21/26