

January 1, 2018

At the Organizational meeting of the Town Board of the Town of Newcomb, Essex County, N.Y., held at the Town Hall, Newcomb, N.Y., on the first day of January 2018 at 10:00 A.M., the following Board Members were present:

Robin Deloria	Supervisor
David Olbert	Councilman
Donald Bott	Councilman
Joseph Novak	Councilman
Lana Fennessy	Councilwoman

Others present: Mark Yandon, Hway Supt., Wester Miga, Joan Burke, Aaron Deloria, Donna Deloria, Ricki Dick, Joe Dick, Mary Lamphear, Lowell Stringer, Linda Stringer and Mary Pound.

Meeting was called to order by Supervisor Deloria at 10:10 a.m.

At the start of the meeting, Supervisor Deloria and Councilwoman Fennessy accepted the Oath of Office for their elected positions.

Motion was made by Councilman Olbert for a Resolution adopting Elected Officials salaries for 2018.

OFFICE	OFFICIAL	SALARY
Town Supervisor	Robin Deloria	\$42432.00
Deputy Supervisor	Wester Miga	\$9360.00
Town Clerk	Mary Pound	\$17067.00
Councilman	David Olbert, Don Bott, Joe Novak, Lana Fennessy	\$9,360.00
Town Assessors	Lowell Stringer (Chairman) J.Fifield, E. VanAuken	\$13091.00
Tax Collector	Karen Darrah	\$10,875.00
Supt. of Highways	Mark Yandon	\$77310.00
Town Justice	Robert Ward	\$13091.00

This Resolution was duly seconded by Councilman Novak and adopted by role call vote as follows: Supervisor Deloria – Aye, Councilwoman Fennessy – Aye, Councilman Olbert – Aye, Councilman Bott –Aye, and Councilman Novak– Aye.

Motion was made by Councilman Bott for a Resolution appointing officials and setting 2018 salaries:

POSITION	OFFICIAL	SALARY
Clerk to Supervisor	Mary Pound	\$51288.00
Administrative Assistant	Marchele Chase	\$15.61/hr
Chairman Bd. Of Assessors	Lowell Stringer	\$6543.00
Budget Officer	Robin Deloria	\$21,525.00
Deputy Town Clerk	Ricki Dick	\$3,309.00
Town Historian	Amanda Lamphear	\$1,200.00
Reg. Of Vital Statistics	Mary Pound	\$100.00
Registered Nurse	Katherine O'Malley	\$29.00/hr
Health Officer	Kevin Bolan	
Physician Assistant	Kevin Bolan	\$57564.00
Physician Assistant	Denise Bolan	0
Clerk, Health Center	Jolene Hlavaty	\$21.69/hr
	Keri Helms	\$16.13/hr
Medical Assistant	Laura Bartlett	\$14.82/hr
Clerk, Highway	Melissa Yandon	\$14,795.00

Clerk, Youth Commission		
Planning Bd. & Zoning,	Ricki Dick	\$4382.00
Janitor, Town Hall, Sr. Center	Tammy Larabee	\$15.79/hr
Janitor, Medical Center/overlook	Tammy Larabee	\$15.79/hr
Justice Clerk	Jennifer Fifield	\$17.51/hr
Building & Safety Insp.	George Damasevitz	\$25.00/hr
Safety Insp.		\$17.00/hr
General Mechanic	Eugene Bush	\$30.05/hr
Maintenance Person	Nelson Turcotte	\$29.05/hr
	Charles Canon	\$29.05/hr
Water Supt.	Ray Bush	\$10196.00
Sewer Supt	Tracy Smith	\$250.00 per month
Asst. Sewer Supt.	Charles Canon	
Animal Control Officer	Lorinda Marconi	\$1,200.00
Landfill Attendants	Joe LaPointe, Paul LaCourse	\$15.66/hr.
	John Harrington	\$15.66/hr
Recreation Attendants	Garrett Phelps, Mandy Bush, R. Bailey, Janice Wright Ann Marie O'Donnell Rita Stubing	\$14.37/hr
Medical Bus Driver	Linda Stringer, Gene Poulin, Marlene Bott, Patty Bean	\$16.87/hr \$16.87/hr
	Russ Drennen, Paul LaCourse	\$13.11/hr
	George Sarkisian, Mike Tracy	\$13.11/hr
Senior Center Driver	Bob Ward,	\$16.87 /hr
	Mitch Moses, George Sarkisian	\$13.11/hr
Laborer – Part-time		Min. Wage
Assess. Bd. Of Review	Robert Hampson, Drew Cullen	\$350.00/yr
	Mike Tracy (Chairman)	\$400.00/yr
BTI Program	Eric VanAuken	\$16.77 /hr
	Dave ODonnell	\$15.28 /hr
	Steve Moses, Ann Marie O'Donnell	\$15.28/hr
	Edna VanAuken	\$28.54 /hr
Golf Course Manager		\$
Golf Course Grounds	Craig Poulton,	\$17.85 /hr
	Gene Poulin	\$18.26/hr
Clubhouse Supv.	Linda Stringer	\$17.50/ hr
Clubhouse Att.	Bob Yandon,	
	Robin Reardon,	\$12.28/hr
Historical Bldg.	Photo Archivist & Graphic Designer	\$18.00/hr
	Administrative Assist.	\$14.00/hr
Town Website	Lorinda Minke	\$332.00/mo

This Resolution was duly seconded by Councilwoman Fennessy and carried.

Town Clerk, Mary Pound appointed Ricki Dick as Deputy Town Clerk. Her primary duties shall be preparing the warrants.

Highway Supt., Mark Yandon appointed Melissa Yandon as Deputy Highway Supt.

Motion was made by Councilman Olbert to appoint the following Youth Commission Members: Colleen Sage, Denise Bolan, Melissa Yandon, Chris Fisher and alternate, Ricki Dick. Seconded by Councilman Novak and carried.

Motion was made by Councilman Novak that Wester Miga be designated as a delegate for the Town of Newcomb at the Association of Towns meeting in New York City on February 17-21 and that Paul Hai be designated as an alternate delegate. Seconded by Councilwoman Fennessy and carried.

Motion was made by Councilman Bott to set the mileage for Town Business at the federal rate of .545 cents per mile, Official newspaper: Glens Falls Post Star, official Depository of funds: Community Bank , Town Attorney and Planning Board Attorney: Mark Schachner, at a per diem rate. Seconded by Councilman Olbert and carried.

Supervisor Deloria appointed Wester Miga to be Deputy Supervisor.

Motion was made by Councilman Novak to authorize Supervisor Deloria and Wester Miga to sign Town Checks. Seconded by Councilwoman Fennessy and carried.

Motion was made by Councilman Bott to pay expenses for authorized officials attending the following: Essex County Magistrates Assoc. meeting, Essex County IDA, Essex County Youth Board/Planning Committee, Adirondack Assoc. of Towns & Villages, Adirondack North Country Assoc., Adirondack Park Agency, New York Planning Federation, New York State Association of Counties, Adirondack Architectural Heritage, DEC Policy Group meetings, Highway Association, NYS Supt. of Highways and Professional Development Conference, Medical Conferences, Association of Towns, and Golf Course Education meetings and other Board approved functions. Seconded by Councilman Novak and carried.

Motion was made by Councilman Novak to authorize Supervisor Deloria to make payment of the Golf Course beverage purchases, utilities and insurance prior to audit. Seconded by Councilwoman Fennessy and carried.

Town Board reviewed the Town's purchase policy.

The Town Board reviewed departmental hours, work schedule and meal break policy.

Departmental Hours, Work Schedules and Meal Breaks

Motion was made by Councilwoman Fennessy that full time Town employees scheduled to work 8 hours per day and part-time employees working more than 6 hours per day; are required to take a ½ hour duty free meal break, normally taken in the middle of the work day. Employees work schedules and meal breaks will be established by each department's supervisor.

The Town Board reserves the right to approve a 10-hour work day schedules for all Departments. Bargaining Unit Employees work schedules covered by a collective bargaining agreement shall be governed by the applicable bargaining agreement. Employees are not allowed to work through a meal break to make up for lost work time or to leave work early. Meal breaks may not be schedules at the end of the day to permit employees to leave early before normal quitting time. An employee may leave the department work-site during scheduled meal breaks with approval from their supervisor. Seconded by Councilman Novak and carried.

Motion was made by Councilman Novak to approve the per diem stipend of \$74.00 maximum per day for employees attending the February 17-21, 2018 Association of Towns meetings in NYC. Seconded by Councilman Olbert and carried.

The January meetings were tentatively set for January 16th and 30th. February meetings were tentatively set for February 13th and 27th.

Councilwoman Fennessy made the motion to approve payment of fireworks invoices in advance of Board meetings. Seconded by Councilman Bott and carried.

Main Street Renovation Grant Selection Committee: Wes Miga, Joe Novak and Don Bott.

Motion was made by Councilman Bott to adjourn. Seconded by Councilwoman Fennessy and carried at 10:20 a.m.

Respectfully Submitted _____

