

**Town of Johnsburg – Town Board  
Organizational Meeting  
January 2, 2024**

In Attendance:           Kevin Bean – Supervisor                   Paul Heid – Councilperson  
                                  Anna Bowers – Councilperson           Jim Williams – Councilperson  
                                  Arnold Stevens – Councilperson       Jean Comstock – Town Clerk

1. Pledge of Allegiance led by Bruce Dunkley

Supervisor Bean – I would like to thank Mark Smith – he’s helped make the transition a little smoother; looking to have a workshop type meeting to have the public speak on specific issues, we’ll keep you informed of the dates and topics.

2. Call to Organizational Meeting to Order – at 7:02PM

3. Appointments – the following appointments were made by the Town Board

- Zoning Enforcement Officer – need to hire
- Animal Control Officer – letter of interest included
- Safety Officer – Ernie Dunkley
- Appointment of Water Clerk – Jean Comstock
- Appointment of Town Historian – Deana Wood
- Appointment of Deputy Supervisor – Geoff Konis

Supervisor Bean – is there any discussion or comments; can I get a Motion?

**RESOLUTION # 1 – 24**

Mr. Heid made a Motion to accept and approve the Appointments noted above and moved its passage with a Second Motion from Mr. Williams. With the following members voting in favor of the Resolution, it is carried. Ayes – 5 (Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

**Standing Committees**

Mr. Heid – noted that those that are Chairs of the committees can appoint other individuals as well, so if you’re interested please reach out. Ms. Bowers – there could possibly be other committees organized down the road? Supervisor Bean – yes.

- Highway – Paul Heid
- Solid Waste and Transfer Station – Jim Williams, Paul Heid
- Fire & EMS – Paul Heid
- Planning & Zoning – Anna Bowers, Kevin Bean
- Buildings and Park – Jim Williams, Paul Heid
- Ski Bowl Drainage Mitigation Project – Arnold Stevens
- Personnel – Jim Williams
- Marketing and Economic Development – Kevin Bean, Anna Bowers
- Occupancy Tax – Dave Putman, Anna Bowers
- Water and Water district repairs – Arnold Stevens
- Sewer Committee – Jim Williams
- Comprehensive Plan Committee – Anna Bowers, Kevin Bean

## **RESOLUTION # 2 – 24**

Mr. Heid made a Motion to approve and accept the Standing Committees as noted above and moved its passage with a Second Motion from Ms. Bowers. With the following members voting in favor of the Resolution, it is carried. Ayes – 5 (Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

### 4. Designations:

- Designated dates, times and locations for Regular Town Board Meetings:

All meetings will begin at 7:00 PM and will be held at Tannery Pond Center and via a virtual platform. Links to virtual participation will be posted on the town website.

Tuesday, January 2, 2024

Tuesday, January 16, 2024

Tuesday, February 13, 2024

Tuesday, March 5, 2024

Tuesday, March 19, 2024

Tuesday, April 2, 2024

Tuesday, April 16, 2024

Tuesday, May 14, 2024

Tuesday, June 18, 2024

Tuesday, July 16, 2024

Tuesday, August 13, 2024

Tuesday, September 3, 2024

Tuesday, September 17, 2024

Tuesday, October 1, 2024

Tuesday, October 15, 2024

***Wednesday, November 6, 2024 (due to Election day on 11/5/24)***

Tuesday, November 19, 2024

Tuesday, December 3, 2024

Tuesday, December 17, 2024

- Polling places in the Town of Johnsbury - District # 1 (Wevertown) for all districts.
- Official Newspapers for the Town of Johnsbury, 2023- Sun Community News and the Post Star.
- Banks as official depositories for 2024 – Community Bank and Glens Falls National and New York Cooperative Liquid Assets Securities System (NYCLASS).
- Authorize Supervisor to designate a delegate to the Association of Towns annual meeting to be held and approve expenses for all attendees (per person: event registration, transportation, room ( 3 nights) food: per diem meal rate x 3 days.
- Designate the Town Clerk as delegate to Adirondack Association of Towns and Villages.
- Designate 11 official holidays to be taken according to the Employee Handbook: New Year's Day, Martin Luther King Jr. Day, The Third Monday in February for observance of Lincoln's and Washington's birthdays, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day
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**RESOLUTION # 3 – 24**

Mr. Williams made a Motion to approve and accept the Designations as noted above and moved its passage with a Second Motion from Mr. Heid. With the following members voting in favor of the Resolution, it is carried. Ayes – 5 (Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

5. Supervisor Bean – we will set the mileage for 2024 to match the IRS rate of 65.5. Mr. Williams – can this be changed? Town Clerk – it can be changed as the IRS rates change with Board approval.

**RESOLUTION # 4 – 24**

Mr. Heid made a Motion to approve the Mileage at 65.5 and moved its passage with a Second Motion from Ms. Bowers. With the following members voting in favor of the Resolution, it is carried. Ayes – 5 (Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

6. Scheduling the 2025 Organizational Meeting for Tuesday, January 7, 2025 at Tannery Pond and a virtual platform at 7:00PM.

**RESOLUTION # 5 – 24**

Mr. Williams made a Motion to approve setting the date for the 2025 Organizational Meeting for January 7, 2025 and moved its passage with a Second Motion from Ms. Bowers. With the following members voting in favor of the Resolution, it is carried. Ayes – 5 (Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

7. Bonding & Authorization – Supervisor Bean outlined the Bonding and Authorizations as noted below. Mr. Williams asked what the “Authorization of Town Officers to purchase necessary supplies to carry on official duties in amounts not to exceed the Budget” – who are the Town Officers? Town Clerk noted that the Bookkeeper should have that information. Mr. Olesheski noted that all others are covered by the Procurement Policy and all Town Board Members will be under that as well.

- Adoption of Town Officers bond for 2024
- Authorization for payments in advance of audits of claims for postage and public utility services
- Authorize supervisor to extend unexpended balances in their respective accounts for encumbering monies
- Authorize town officers to purchase necessary supplies to carry on official duties in amounts not to exceed the budget
- Authorize the Town Clerk to publish, in two issues, a summary of 2024 annual report of Supervisor ( AUD)

- Authorize use of Supervisor’s Annual Report in lieu of Accounting to the State Comptroller ( AUD)
- Authorize Supervisor to direct legal work on behalf of the town. To be reviewed and re-authorized annually.
- Authorize Supervisor to place town monies in interest-bearing accounts when this can be done without interfering with operation of Town Government.
- Authorize the Supervisor to execute the following contracts:
  - Dues, Adirondack Association of Towns and Villages
  - Dues, New York Association of Towns
  - Dues, NYS Assoc. of Town Superintendents of Highways
  - Dues, Local Government Review Board
  - Dues APHNYS for Town Historian
  - Dues, New York State Assessor’s Association 2024 membership
  - Dues, Warren County Assessor’s Association 2024
  - Business Automation Services
  - Town Clerk software support/ maintenance
  - Zoning Enforcement Officer software support/ maintenance
  - New York Municipal Insurance Reciprocal (NYMIR) for 2024 property and liability policy
  - JMT Engineering for Bridge NY services for the Highway Department
  - Jim Jones excavating for on-call services
  - Crane Mountain Mechanical for on-call services at the Highway Department

**RESOLUTION # 6 – 24**

Mr. Williams made a Motion to approve and accept the Bonding & Authorization as noted above and moved its passage with a Second Motion from Ms. Bowers. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

8. Motion to Adjourn Organizational Meeting – Supervisor Bean – could I get a Motion to adjourn the Organization Meeting?

**RESOLUTION # 7 – 24**

Mr. Heid made a Motion to adjourn the Organizational Meeting at 7:13PM and moved its passage with a Second Motion from Mr. Williams. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

**Town of Johnsburg – Town Board  
Regular Town Board Meeting  
January 2, 2024**

1. Call to Order the Regular Town Board Meeting – Supervisor Bean – we'll now call the Regular Town Board Meeting to Order at 7:14PM

2. Approve Minutes of December 19, 2023 Meeting – Supervisor Bean – need to approve the December 19, 2023 Town Board Meeting Minutes; any questions?

**RESOLUTION # 8 – 24**

Mr. Stevens made a Motion to approve the December 19, 2023 Town Board Meeting Minutes and moved its passage with a Second Motion from Paul Heid. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

3. Place ad for Zoning Board Members – Supervisor Bean – we need to place an add for a Zoning Board Member and an Alternate; could I get a Motion?

**RESOLUTION # 9 – 24**

Mr. Heid made a Motion to approve placing an ad for the Zoning Board positions and moved its passage with a Second Motion from Mr. Williams. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

4. Resolution for Worker's Compensation Budget Line Transfer – Mr. Williams – I asked the Bookkeeper a couple of questions regarding this and she received additional information later in the day. Supervisor Bean – I would suggest we table this until we get all the information and questions answered.

**RESOLUTION # 10 – 24**

Mr. Williams made a Motion to table the Worker's Compensation Budget Line transfer and moved its passage with a Second Motion from Mr. Heid. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

5. Resolution to Establish Two (2) Temporary MEO-Light Positions at the Highway Department: Supervisor Bean – this is a budget neutral request; could I get a Motion?

**RESOLUTION # 11 – 24**

Mr. Stevens made a Motion to approve Two temporary MEO light positions at the Highway Department and moved its passage with a Second Motin from Mr. Heid. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

6. Warrants – Supervisor Bean – all have been reviewed and approved. Could I get a Motion? Mr. Williams would like it noted that the Fire Department’s Workman’s Comp has been paid, TPCC payment was made in January and from this point forward Frontier and propane will be paid by TPCC.

**RESOLUITON # 12 – 24**

Ms. Bowers made a Motion to approve the Warrants and moved its passage with a Second Motion from Mr. Williams. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

**ABSTRACT #23**

GENERAL FUND:	\$ 256.27
TRUST & AGENCY:	<u>\$ 2,371.61</u>
<b>TOTAL</b>	<b>\$ 2,627.88</b>

**ABSTRACT #24**

GENERAL FUND:	\$ 5,269.92
HIGHWAY FUND:	\$23,151.89
WATER DISTRICT:	<u>\$ 7,598.70</u>
<b>TOTAL</b>	<b>\$36,020.51</b>

**ABSTRACT #1**

GENERAL FUND:	\$ 90,901.89
HIGHWAY FUND:	\$ 18,561.64
LIBRARY FUND:	\$ 338.80
FIRE:	\$ 3,840.00
WATER:	<u>\$ 338.80</u>
<b>TOTAL</b>	<b>\$113,981.13</b>

7. Privilege of the Floor –

- Mr. Nettle – have you people been moved in; why didn’t anyone know about it? Town Clerk tried to explain that it needed to take place on January 1, 2024 and the previous swearing in was done via Zoom as the Town Supervisor at that time was in Colorado and there was no notice of the swearing in.
- Roxy Freebern – congratulations to all.
- Mr. McKewen – Back to Sodom Road very bad – can we put up warning signs.
- Ms. McKewen – how do you decide which one constitutes a priority; it’s like driving on inverted moguls; there’s a lot of people on that road; Superintendent Comstock – can’t say it’s going to be tomorrow, we’re trying to get to all of them; I have trucks from the County helping us haul material; we’ve all been working a lot of overtime to get roads passable; McKewens – thank you.
- Supervisor Bean – Fred & Pete trying to keep the highway garage warm; thanks to Matt Ordway and Andy Bennett for getting us some heat; Mr. Stevens – when will the boiler be in? Mr. Comstock – it’s on its way from TN. Mr. Olesheski – we will have a tracking number by tomorrow.

8. Motion to Adjourn – Supervisor Bean – any further comments or discussion? Could I get a motion to adjourn?

**RESOLUTION # 13 – 24**

Mr. Stevens made a Motion to Adjourn the Regular Town Board Meeting at 7:28PM and moved its passage with a Second Motion from Mr. Heid. With the following members voting in favor of the Resolution, it is carried. Ayes – 5(Bean, Heid, Bowers, Stevens, Williams); Nays – 0.

Prepared by:

*Jean M. Comstock*

Jean M. Comstock  
Town Clerk

**THE NEXT MEETING OF THE TOWN BOARD WILL BE HELD ON TUESDAY,  
JANUARY 16, 2024 AT 7:00PM AT TANNERY POND AND VIRTUALLY**