

ORGANIZATIONAL MEETING
JANUARY 7, 2020
GALWAY TOWN HALL

Deputy Supervisor Arnold called the meeting to order at 7:01 p.m. The following Town Board Members were present:

PRESENT: Deputy Supervisor Fred Arnold Councilwoman JoAnne Peregrim-Grant
Councilman Ryan Flinton Councilman J.D. Arnold

ABSENT: Supervisor Michael Smith

Others Present: T. Gilday, Code Enforcement & M. DeFoe, Town Clerk.

Town Clerk read Legal Notice placed in Daily Gazette on December 13, 2019 advising public of January 7th Organizational Meeting to be held at 7 p.m.

MOTIONS AND RESOLUTIONS

DISCUSSION REGARDING UPDATES TO GENERAL ADMINISTRATIVE & PERSONNEL POLICY & PROCEDURES MANUAL – Deputy Supervisor Arnold went page by page thru policy with Town Board: A-8 Hiring Practices was changed to address immediate members of family for elected officials from salary or hourly paid positions. Town Clerk stated that Supervisor was going to forward this to county for their approval before stipend would be approved. A-13 Official Town Depositories Ballston Spa National Bank; Adirondack Trust Company; Pioneer Bank & NBT Bank remain the same. A-14 Official Newspaper for Town is The Daily Gazette. A-22 Town Hall Hours of Operation, Deputy Supervisor Arnold read revisions to this section. Town Board Members were given a copy of Resolution #:20-2016 addressing part time employee pay policy for time off. Town Clerk stated that she felt Assessor time off should follow these guidelines. The Town Board felt that Assessor payed time off should follow that of the rest of Town Hall Employee's. Town Board will approve as written and discuss further with Supervisor at next meeting to see if further wording needs to be added to address Assessor. B-1 Annual Appointments, Deputy Supervisor Arnold went over appointed committee/liaison for 2020 along with general appointments. The paragraph above appointment references the effective date as January 1, 2017 thru December 31, 2017 this needs to be updated to 2020. B-4 Salary Schedule adopted with Town Budget for 2020. C-3 Building Inspection & Code Enforcement Fees were increased to bring Town in line with surrounding Town's.

RESOLUTION # 1-2020 – Adoption of Town of Galway, NY Administrative & Personnel Policy & Procedures Manual with amendments as noted. Board will discuss further with Town Supervisor at next meeting if additional wording needs to be added to Town Policy to address Assessor complying with Section A-22. On a motion of Councilwoman Grant, seconded by Councilman Flinton the following resolution was ADOPTED BY ROLL CALL VOTE:

Deputy Supervisor Fred Arnold – Aye
Councilman Ryan Flinton – Aye

Councilwoman JoAnne Grant – Aye
Councilman J.D. Arnold - Aye

WHEREAS, certain necessary actions are required for the Town Government to be formally organized to function legally and maintain a continuity of government, be it adopted and made a part of these minutes.

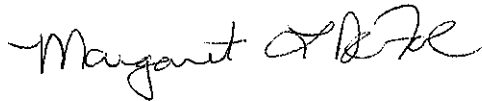
4 – AYES 0-NAYS

MOTION CARRIED

Councilwoman Grant made a motion, seconded by Councilman Flinton to adjourn the meeting at 7:23 p.m.

All ayes.

MOTION CARRIED



Respectfully submitted,
Margaret L. DeFoe
Town Clerk