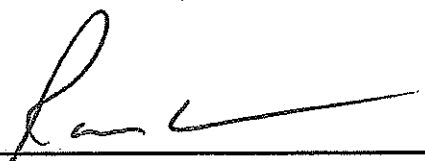


State of New York  
County of Saratoga  
ss.;

Randall W. Lewis of the City of Schenectady, being duly sworn, says that he is Principal Clerk in the office of The Daily Gazette, Co. Inc. published in the City of Schenectady and that the notice/advertisement, of which the annexed is a printed copy, has been regularly published in Daily Gazette as follows:

1 insertion(s):

12/11/2025

 (signature)

Randall W. Lewis (printed name)

**NOTARY PUBLIC**

Sworn to me on this 11 day of December 2025

Notary Signature:



Heather E Walker NOTARY PUBLIC STATE OF NEW YORK Registration No. 01WA0025380 Qualified in Schenectady County Commission Expires 05/30/2028
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**TO: TOWN OF GALWAY  
RESIDENTS  
FROM: GALWAY TOWN  
BOARD  
RE: 2026 ORGANIZA-  
TIONAL MEETING**  
Please be advised that  
the Town of Galway  
Town Board will hold  
their 2026 Organization-  
al Meeting on January  
5, 2026 at 7:00 p.m.  
12/11 38746

ORGANIZATIONAL MEETING  
JANUARY 5, 2026  
GALWAY TOWN HALL

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

PRESENT: Supervisor J.D. Arnold Councilmember Fred Arnold  
Councilmember James Ross Councilmember Gabriel Raia  
ABSENT: Councilmember Daniel Clemens

Others Present: J. Snyder; D. Costanzo, Highway Superintendent & M. DeFoe, Town Clerk.

Clerk read Legal Notice placed in Daily Gazette on 12/11/25 & posted at Bank, Post Office, Library & Town Website advising the public that Town Board would hold Organizational Meeting on January 5, 2026 at 7:00 p.m. Clerk gave new Member information on training offered by NYAOT.

MOTIONS AND RESOLUTIONS

**SUPERVISOR WENT OVER CHANGES TO GENERAL ADMINISTRATIVE & PERSONNEL POLICY & PROCEDURES MANUAL** - The following changes were made to policy: A-18 Voucher Payment Mileage reimbursement rate of \$0.72 per mile. B-1 Annual Appointments: Committees of the Town Board: Highway Councilmember Clemens & Raia; Property Councilmember Arnold & Ross; Public Safety Supervisor Arnold & Councilmember Clemens; Public Affairs Supervisor Arnold & Councilmember Ross; Audit Committee Supervisor Arnold & Councilmember Raia; Tri-Town Gravel Operations Councilmember Arnold & Clemens; Buildings & Grounds Supervisor Arnold & Councilmember Ross. Liaison Representatives: Youth Commission Councilmember Arnold; Planning Board Councilmember Ross; ZBA Councilmember Raia; Galway Seniors Supervisor Arnold; Assessor Supervisor Arnold; Fire Dept, Ambulance Corps., GGCSA & other funded groups Supervisor Arnold & Councilmember Arnold. General Town Appointments: Deputy Town Clerk & Registrar Teresa Hart; Deputy Town Supervisor Councilmember Arnold; Budget Officer Supervisor Arnold; Deputy Highway Supt. Left open at this time; Board of Health Entire Town Board; Board of Ethics Brad Bischoff, Sue Sutch, Roxanne Marsh & Heather O'Brien. Election Machine Custodian Beth Ruman & Monica Vanderhoof. Bookkeeper Brandon Spagnola. Town Historian Darby Neahr. Dog Control Officer Tom O'Brien. Justice Court Clerks Marlene Neahr & Teresa Hart. Town Attorney Miller, Mannix, Schachner & Hafner LLC. Building Inspector/Code Enforcement/Zoning Administrator Max Luetters. Bldg. Dept. Clerk Emma Obern. Records Management Office Margaret DeFoe. Health Officer Dr. Eric Klausner. Planning/ZBA Clerk Marlene Neahr. Chair, Planning Board Ruth Ann Daino. Chair, ZBA Andy Decker. Aging Advisory Board Elizabeth Feulner. Town Tax Collector Margaret DeFoe. Deputy Tax Collector Teresa Hart. Youth Commission Chair, Chris Malley & Samantha Price. County Youth Advisory Board Dan Anderson. B-3 Salaries: Building Inspector/Code Enforcement \$69,000.; All Clerks except Highway \$22.04 per hr.; Election Machine Custodian's \$750; Clerk to

Highway Department due to longevity \$22.24 per hr.; Highway Employees under contract negotiation; Youth Services Director \$2,500; Historian \$5,500; Planning & ZBA Chair \$150 per meeting; Planning & Zoning Board Members \$75 per meeting; Youth Commission Chair \$150 per meeting; Youth Commission Officers \$50 per meeting; Planning & ZBA Member training \$25 each session; Bookkeeper \$36,050; Town Health Officer \$1,000. There were a couple of items that came up in the Audit that need to be added in Town Policy & Procedures. B-4 Benefits for Part-time Employees. Part-time Employees that work for Town of Galway working less than 20 hours per week will be paid an hourly wage with no paid time off. B-5 Health Insurance Eligibility. The following positions at Town Hall are eligible for Health Insurance: Town Supervisor, Town Clerk, Bookkeeper, Code Enforcement Officer, Highway Superintendent & Highway Clerk. The eight employees in the Highway Department fall under their Collective Bargaining Agreement and will follow their own contract methods. Eligible employees that decline coverage will be paid \$150 per month stipend for not taking the insurance. This is the stipend in place for Saratoga County employees. Supervisor stated that we can make changes to policy at any time. Once the audit results come back from State, we will have other items to address. Highway Superintendent Costanzo stated that Highway Department already implemented any changes that they requested.

**RESOLUTION #: 1-2026** – Adoption of Town of Galway, NY Administrative & Personnel Policy & Procedures Manual. On a motion of Councilmember Gabriel Raia, seconded by Councilmember Fred Arnold the following resolution was ADOPTED BY ROLL CALL VOTE:

Councilmember Fred Arnold – Aye

Councilmember James Ross – Aye

Councilmember Gabriel Raia – Aye

Supervisor 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

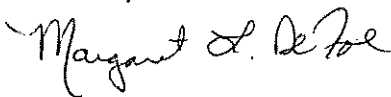
MOTION CARRIED

Highway Superintendent, Costanzo stated that Employee handbook needed to be updated, he gave Supervisor name and number of the person that they do training with. There are several training sessions that Dave will look into for Highway and Town Hall. Supervisor asked that all Board Members review the most recent information he has on Collective Bargaining Agreement. Board will go into Executive Session next week to discuss.

Councilmember Fred Arnold made a motion, seconded by Councilmember Gabriel Raia to adjourn the meeting at 7:15 p.m.

All ayes.

MOTION CARRIED



Respectfully submitted,

Margaret L. DeFoe

Town Clerk