

ORGANIZATIONAL MEETING – JANUARY 2025

Official Depository: Greene County Bank	Official Newspaper: Gazette
Official Meeting Night: 2 nd Thursday of each Month @ 7:00pm	Official Working Night: 1 st Thursday of each month
Official Mileage: \$.70 per mile	Deputy Supervisor: Kelley Williams
Attorney for the Town: Tal Rappleyea, Esq.	Building Inspector: Kevin Haberland
Zoning Enforcement Officer: Kevin Haberland	Town Engineer: CPL
Budget Officer: Supervisor Ron Knott	Deputy Highway Superintendent:
Deputy Town Clerk:	Registrar of Vital Statistics: Melissa Naegeli, Town Clerk
Deputy Registrar of Vital Statistics: Trish DeLong	Records Management Officer: Melissa Naegeli, Town Clerk
Town Historian: Cathy Knott	Sole Assessor: Lynn Hotaling. / Clerk: Catherine Knott
Dog Control Officer: Maggie Simmons	
Columbia Co. Traffic Safety Board: Charles Stiffler	Columbia Co. Council of Aging Delegate: Wendy Bopp Rich Moran
Assessment Board of Review: Paul Chittenden	Chairman Planning Board: Tim Hotaling
Member – Planning Board: Tim Hotaling	Alternate Member Planning Board: Kathy Schneider
Chairman – Zoning Board of Appeals: Margaret Pino	Member of Zoning Board: Steve Montie
Deputy Chairman-Zoning Board of appeals: Steve Montie	Deputy Chairman Planning Board: ?
Alternate Member of Zoning Board: Rachel Samuels	Secretary to Planning & Zoning Boards: Patrica DeLong
Custodian of Town Office: Michelle Doyle	Emergency Coordinator: Bill Vick
Town Accountant: Robert Paterson Town Bookkeeper Rebecca Simmons	Highway Superintendent: Allowed to purchase tools and equipment under \$5000 without prior Town Board approval
Highway Superintendent: Allowed to purchase sand and gravel at prevailing rates	Highway Superintendent: Allowed to rent County equipment at prevailing rate
Supervisor: Ability to invest idle funds in CDs and Money Market Accounts	Supervisor: Ability to invest funds in approved Money market and transfer funds from Money Market account to trust & agency or general checking as needed
Supervisor: Able to pay utility and health insurance bills without prior approval of Town Board	Official Polling Places: Town Hall
Salaries: Elected & appointed officials to be paid as indicated in the Budget. Salaries for hourly staff as follows; 1) Sr. MEO: \$25.60/hour 2) MEO-1: \$22.80/hour 3) MEO-2: \$24.88/hour 4) Laborer: \$19.27 /hour 5) Part Time Driver; \$23.50 /hour 6) Part time Labor \$17.35/hour 7) Deputy Highway Super : additional .50/hour 8) Head Mechanic : additional .50/hour	Gasoline, Fuel Oil & Propane- County Bids, or best value Planning and zoning board members' salaries; Chairs-----\$50.00 per meeting Members-----\$35.00 per meeting BAR members----- \$20.00 per hour After 4hrs \$15.00 per hour
	Compensatory Time for the Highway Department: Not more than 120 hours can be accumulated
Supervisor Appoint Town Board Committee Chairpersons: Highway department Liaison Charles Stiffler Recreation Committee: Kelley Williams Public Safety, David Quinn/ Charles Stiffler Town Hall Committee: /Ron Knott Cemetery Committee: Cathy Knott/ David Quinn Railroad Restoration Committee: Ronald Knott/Marilyn Burch Climate Smart Community; Bill Schneider/Brian Chittenden Falls Bridge Committee; Ron Knott	Policy Adoptions: 1. Procurement Policy 2025 2. Rules of Procedure 2018 3. Standard Workday Resolution 2020 4. Personnel Policy 2025 5. Type Reserve – Highway 6. Fund Balance Policy 2020 7. Capital Reserve – Buildings