Town of Galway Town Board Organizational Meeting January 04, 2024

Call to order – Supervisor Arnold

Roll Call - Town Clerk DeFoe

Pledge to the flag

Resolutions:

Accept the 2024 Policies and Procedures

Adjourn-

ORGANIZATIONAL MEETING JANUARY 4, 2024 GALWAY TOWN BOARD

Supervisor J.D. Arnold called the meeting to order at 6:01 p.m. The following Town Board Members were present:

PRESENT:

Supervisor J.D. Arnold

Councilmember Fred Arnold

Councilmember Ryan Flinton

Others Present: S. & B. Burns; A. McPherson; L. Boerenko; C. Moon; C. Baxter; A. Decker, ZBA Chair; A. Rhodes; S. & F. Sutch; T. & H. O'Brien; D. Knizek-Neahr, Historian; L. Feulner; P. Brickner; V. Bellon; R. Daino, Planning Chair; S. Costanzo; D. Costanzo, Highway Superintendent; J. Trainor, Attorney; S. Atkins; and many other Town Residents.

Pledge to Flag

MOTIONS & RESOLUTIONS

Supervisor J.D. Arnold stated that the purpose of tonight's meeting was to go over the Administrative & Personnel Policy & Procedures Manual, which is done every year. This year we have some extraordinary circumstances; we won't be updating everything at this time. As positions are filled changes will be made to Policy. Supervisor stated that he would address the current changes to Policy. Supervisor J.D. Arnold stated that the Town Supervisor also represents the Town at the County level. He felt over the last couple of years the Town wasn't kept up with important things going on at County level. He will be adding this to his agenda going forward. Over the next three years they will be working on the 250th Anniversary of the Revolutionary War. They have a lot of wonderful things planned to commemorate that.

Under Policy Section A-18 Vouchers/Payments, mileage reimbursement from State has not been set to date so they will keep mileage reimbursement at \$.655 until State updates. A-20 Recreation Field change in paragraph two Community Services Coordinator is changed to Town Clerk for field scheduling. Section A-22 Hours of Operation, paragraph four references updating of Facebook page, this will be put on hold until person is put in place (this is one of the vacancy positions). B-1 Annual Appointments Supervisor J.D. Arnold stated that since Town Board is short, we will place at least one member to start. Highway- Councilmember Fred Arnold; Property - Councilmember Fred Arnold; Public Safety - Supervisor J.D. Arnold & Councilmember Ryan Flinton; Audit - Councilmember Ryan Flinton; Public Affairs - Supervisor J.D. Arnold; Tri-Town Gravel Operation - Councilmember Fred Arnold & Highway Superintendent Dave Costanzo; Building & Grounds - Supervisor J.D. Arnold & Councilmember Ryan Flinton. Liaison Representatives: Youth Commission - Councilman Fred Arnold; Planning Board - Councilmember Ryan Flinton; Zoning Board of Appeals - Supervisor J.D. Arnold; Galway Seniors - Supervisor J.D. Arnold; Assessor - Councilmember Ryan Flinton & a new member when appointed; Fire/Ambulance/GGCSA & other funded Groups -Supervisor J.D. Arnold, Councilmember Fred Arnold & new member when appointed. General Town Appointments: Deputy Town Clerk/Deputy Registrar - Teresa Hart; Deputy Town

Supervisor Fred Arnold; Budget Officer – Supervisor J.D. Arnold; Deputy Highway Superintendent – Ronald Spraker; Board of Health – Entire Town Board; Board of Ethics, Supervisor would like to advertise for interested applicants for the five positions on this Board, no appointments will be made on that tonight; Election Machine Custodian – Beth Ruman & Monica Vanderhoof; Confidential Secretary to the Supervisor – Brandon Spagnola; Community Service Coordinator – No appointment tonight; Town Historian – Darby Neahr; Dog Control – Tom O'Brien; Justice Court Clerk – Marlene Neahr; Town Attorney has retired Jim Trainor will now be Town/Planning/Zoning Attorney; Building Inspector/Code Enforcement Officer – Max Luetters; Building/Code Enforcement Clerk – no appointment tonight; Records Management Officer – Margaret DeFoe; Health Officer – Dr. Eric Klausner; Clerk to Planning/ZBA – Amanda DeRidder; Chair, Planning Board – Ruth Ann Daino; Chair, ZBA – Andy Decker; Aging Advisory – said Anderson in error should be Lizzy Feulner; Town Tax Collector – Margaret L. DeFoe; Deputy Tax Collector no appointment tonight; Youth Commission – no appointment tonight; Community Youth Advisory Board – Dan Anderson.

Supervisor J.D. Arnold stated that to date, he has been unable to locate the templet for the Policy. Once this has been found he will update the Policy to state changes. **Brian Burns** questioned who put Policy on website. **Town Clerk DeFoe** stated that she just copied & scanned Policy and put on website, she didn't have it in pdf. Supervisor requested that people be patient with Board as they work on these items.

RESOLUTION #: 1-2024 - Adoption of Town of Galway, NY Administrative & Personnel Policy & Procedures Manuel. On a motion of Councilmember Fred Arnold, seconded by Councilmember Ryan Flinton the following resolution was ADOPTED BY ROLL CALL VOTE:

Supervisor J.D. Arnold – AYE

Councilmember Fred Arnold – AYE

Councilmember Ryan Flinton - 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.

3-AYES 0-NAYS

MOTION CARRIED

Supervisor J. D. Arnold thanked audience for attending and looked forward to seeing them Tuesday.

Councilmember Fred Arnold made a motion, seconded by Councilmember Ryan Flinton to adjourn the meeting at 6:17 p.m.

All ayes.

MOTION CARRIED

Respectfully submitted

Margoret & De tol

Margaret L. DeFoe

Town Clerk