

January 6, 2026 - 7:00PM Organizational Meeting
of the Town Board
at Tannery Pond and Livestream
DRAFT

1. Pledge of Allegiance
2. Call the Organizational Meeting to Order
3. Appointments:

The following appointments by the Town Board which will be a one-year term:

- Zoning Enforcement Officer – William Welch
- Dog Warden – Bill Mosher
- Safety Officer - Peter Olesheski
- Water Clerks (Billing/Receivable) – Danae Tucker/Joann Morehouse
- Sewer Clerks (Billing/Receivable) – Danae Tucker/Joann Morehouse
- Health Officer – Elizabeth Maher

The following appointments by the Town Supervisor

- Town Historian (1 year term) – Deana Wood

The following appointments by the Town Clerk, which will be for a period of two years:

- Deputy Registrar – Joann Morehouse

4. Standing Committees 2026 – Committee Members are selected by the Committee Chairs; Please note these committees are “advisory” only; no decisions can be made or suggestions cannot be enforced by these committees.

- Comprehensive Plan – Anna Bowers
- Economic Development & Marketing Committee – Mindy Preuninger
- Occupancy Tax Committee – Anna Bowers
- Senior Committee – Mindy Preuninger
- Sewer Committee – Matt Parobeck
- Youth Committee – Paul Heid
- Ski Bowl Park Committee – Matt Parobeck
- Personnel Committee *ad hoc* – Anna Bowers, Matt Parobeck
- Parks and Rec – Paul Heid
- Child Care Committee – Anna Bowers

5. Salaries – Set salaries for the following Elected Officials for 2026:

<u>Name</u>	<u>Office</u>	<u>Amount</u>
Mark Smith	Supervisor	\$ 36,400.00
Anna Bowers	Councilwoman	\$ 5,200.00
Mindy Preuninger	Councilwoman	\$ 5,200.00
Paul Heid	Councilman	\$ 5,200.00
Matt Parobeck	Councilman	\$ 5,200.00
Fred Comstock	Highway Superintendent	\$ 64,272.00

Dave Cavanagh	Town Justice	\$ 32,639.00
Jean Comstock	Town Clerk/Tax Collector	\$ 47,995.00
Jean Comstock	Registrar of Vital Statistics	\$ 2,600.00

All other salaried and hourly positions are reflected in the Town Budget for 2026

6. Designations:

a. 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.

- Wednesday, January 21, 2026
- Wednesday, February 4, 2026
- Wednesday, February 18, 2026
- Wednesday, March 4, 2026
- Wednesday, March 18, 2026
- Wednesday, April 1, 2026
- Wednesday, April 15, 2026
- Wednesday, May 6, 2026
- Wednesday, May 20, 2026
- Wednesday, June 3, 2026
- Wednesday, June 17, 2026
- Wednesday, July 8, 2026
- Wednesday, July 22, 2026
- Wednesday, August 5, 2026
- Wednesday, August 19, 2026
- Wednesday, September 2, 2026
- Wednesday, September 16, 2026
- Wednesday, October 7, 2026
- Wednesday, October 21, 2026
- Wednesday, November 4, 2026
- Wednesday, November 18, 2026
- Wednesday, December 2, 2026
- Wednesday, December 16, 2026

- b. Polling places in the Town of Johnsbury - District # 1 (Wevertown) for all districts.
- c. Official Newspapers for the Town of Johnsbury, 2026- Sun Community News and The Post Star.
- d. Banks as official depositories for 2026 – Community Bank, Arrow Bank and New York Cooperative Liquid Assets Securities System (NYCLASS).
- e. Authorize Supervisor to designate a delegate to the Association of Towns. Annual meeting to be held February 14-17 and approve expenses for all attendees \$322/per night room, \$185/pp/conference, food: per diem meal rate 2026 - \$68/ day (approx. \$1,355/per person for 3 days).
- f. Designate the Town Clerk as delegate to Adirondack Association of Towns and Villages.

- g. Designate 12 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, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day

Supervisor Smith is asking for Town Board approval of the Designated (a-g) Meeting Dates, Polling Places, Newspapers, Banks, Holidays.

7. Set mileage compensation for town business for 2026 to match IRS rate per mile (current rate is 0.725/mile).
8. Schedule the 2027 Organizational Meeting Wednesday, Jan 6, 2027 at Tannery Pond Community Center at 7:00PM
9. Bonding and Authorizations:
 - a. Adoption of Town Officers bond for 2026
 - b. Authorization for payments in advance of audits of claims for postage and public utility services
 - c. Authorize Supervisor to extend unexpended balances in their respective accounts for encumbering monies
 - d. Authorize town officers to purchase necessary supplies to carry on official duties in amounts not to exceed the budget
 - e. Authorize the Town Clerk to publish, in two issues, a summary of 2025 annual report of Supervisor (AFR)
 - f. Authorize use of Supervisor's Annual Report in lieu of Accounting to the State Comptroller (AFR)
 - g. Authorize Supervisor to direct legal work on behalf of the town. To be reviewed and re- authorized annually.
 - h. Authorize Supervisor to place town monies in interest-bearing accounts when this can be done without interfering with operation of Town Government.
 - i. Authorize the Supervisor to execute the following contracts:
 - Dues, Adirondack Association of Towns and Villages- \$550
 - Dues, New York Association of Towns - \$1100
 - Dues, NYS Assoc. of Town Superintendents of Highways - \$200
 - Dues, Local Government Review Board - \$300
 - Dues APHNYS for Town Historian - \$50.00
 - Dues, New York State Assessor's Association 2026 membership -\$150
 - Dues, Warren County Assessor's Association 2026 -\$25.00
 - Legal Services Agreement with Miller, Mannix, Schachner and Hafner, LLC
 - Business Automation Services
 - \$2,796.00 for Town Clerk software support/ maintenance
 - \$1,215.00 for Zoning Enforcement Officer software support/ maintenance
 - \$91,275.00 New York Municipal Insurance Reciprocal (NYMIR) for 2026 property and liability policy

- Williamson Law Book – payroll and water software - \$3,795 and \$2,563 respectively.
- Cedarwood Engineering – operation of the Water District
- JMT Engineering for Bridge NY and on-call engineering services for the Highway Department
- Jim Jones Excavating for on-call services
- Crane Mountain Mechanical for on-call services
- Madden Mechanical for on-call HVAC
- Hoosick Tire for on-call Used Tire Recycling

Supervisor Smith is asking for Board Approval for Bonding and Authorizations (a-i) above.

10. Review and Adopt Town Procurement Policies – attached

11. Motion to adjourn Organizational Meeting