

**TOWN OF MINERVA**  
*Essex County, New York*  
**2016 Organizational Resolutions**

Organizational Board Meeting  
**Monday, 7:00 P.M.**  
**January 4th, 2016**

| <b>Resolution #</b>  | <b>1</b> | <b>Offered<br/>By:</b>   | <b>Seconded<br/>By:</b>   |
|--|----------|--|---|
| <p>The 2016 calendar for the Town of Minerva's Town Board, Planning Board, Zoning Board of Appeals, Youth Commission and Parks and Recreation Committees shall be as follows. All meetings shall occur at 7:00 pm in the Minerva Town Hall, Upper Level unless otherwise noted.</p> <p>A notice of the annual meeting schedule will be published in the Town's Official Newspaper.</p> |          |  |   |
|  |          | <p>Town Board<br/>           (Regular meetings, 1<sup>st</sup> and 3<sup>rd</sup> Thursdays)<br/>           January 4, 21<br/>           February 4, 18<br/>           March 3, 17<br/>           April 7, 21<br/>           May 5, 19<br/>           June 2, 16<br/>           July 7, 21<br/>           August 4, 18<br/>           September 1, 15<br/>           October 6, 20<br/>           November 3, 17<br/>           December 1, 15</p> <p>Town Board, 2016 Budget<br/>           (Budget meetings begin at 6:30 pm)<br/>           Budget Workshop to be scheduled at a later date</p> <p>Planning Board<br/>           (Regular meetings, 1<sup>st</sup> Wednesday)<br/>           January 6                      July 6<br/>           February 3                    August 3<br/>           March 2                        September 7<br/>           April 6                         October 5<br/>           May 4                          November 2<br/>           June 1                         December 7</p> | <p>Zoning Board of Appeals<br/>           (Regular meetings, 2<sup>nd</sup> Tuesday)<br/>           January 12                      July 12<br/>           February 9                     August 9<br/>           March 8                        September 13<br/>           April 12                        October 11<br/>           May 10                         November 8<br/>           June 14                         December 13</p> <p>Parks and Recreation Committee<br/>           (Regular meetings, 3<sup>rd</sup> Wednesday)<br/>           January 20                      July 20<br/>           February 17                    August 17<br/>           March 16                        September 21<br/>           April 20                        October 19<br/>           May 18                         November 16<br/>           June 15                         December 21</p> <p>Youth Commission<br/>           (Regular meetings, 4th Wednesday)<br/>           January 27                      July 27<br/>           February 24                    August 24<br/>           March 23                        September 28<br/>           April 27                        October 26<br/>           May 25                         November 23<br/>           June 22                         December 28</p> <p>Emergency Preparedness<br/>           (Regular Meetings, 3<sup>rd</sup> Tuesday, 6pm)<br/>           January 19                      July no meeting<br/>           February 16                    August no meeting<br/>           March 15                        September 20<br/>           April 19                        October 18<br/>           May 17                         November 15<br/>           June 21                         December 20</p> |
| <b>Adopted:</b>  |          |  |   |

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| <b>Resolution #</b> <u>  2  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The <b>Glens Falls Post Star</b> is designated as the Official newspaper of the Town of Minerva for calendar year 2016.</p> <p><b>Adopted:</b></p> |                          |                           |

| <b>Resolution #</b> <u>  3  </u>   | <b>Offered By:</b> _____             | <b>Seconded By:</b> _____ |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
|--|--------------------------------------|---------------------------|----------|-------|-------------|-------------|-----------------------|----------|--------------|------------------------|----------|----------------|------------------------------|-------------|--------------------|--------------------------|------------|-------------|-------------------------------|--------|----------------|--------------------------------------|--------|-------------|-------------------------|----------|--------------|----------------|------------|----------|----------------|-----------|--------------|----------------------|-------------|-------------|---------------------------------|------------------|-----------------|----------------|------------|
| <p>The Town Board appoints the following persons to the following positions at the following wages for the calendar year 2016:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Official</th> <th style="text-align: center;">Title</th> <th style="text-align: center;">2016 Salary</th> </tr> </thead> <tbody> <tr><td>Ellen Eager</td><td>Acting Health Officer</td><td style="text-align: right;">\$776.00</td></tr> <tr><td>Robert Foote</td><td>Animal Control Officer</td><td style="text-align: right;">\$584.00</td></tr> <tr><td>Philip Johnson</td><td>Chairman, Board of Assessors</td><td style="text-align: right;">\$11,020.00</td></tr> <tr><td>John Williams, Sr.</td><td>Code Enforcement Officer</td><td style="text-align: right;">\$8,533.00</td></tr> <tr><td>Diana Mason</td><td>Registrar of Vital Statistics</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Randolph Mason</td><td>Deputy Registrar of Vital Statistics</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Diana Mason</td><td>Water Collections Clerk</td><td style="text-align: right;">\$610.98</td></tr> <tr><td>Robert Foote</td><td>Town Constable</td><td style="text-align: right;">\$1,753.00</td></tr> <tr><td>Jon Fish</td><td>Safety Officer</td><td style="text-align: right;">\$1000.00</td></tr> <tr><td>Bruce McGinn</td><td>Water Superintendent</td><td style="text-align: right;">\$11,000.00</td></tr> <tr><td>To be hired</td><td>Planning/Zoning Board Secretary</td><td style="text-align: right;">\$12.95 per hour</td></tr> <tr><td>Stephen McNally</td><td>Budget Officer</td><td style="text-align: right;">\$4,444.00</td></tr> </tbody> </table> <p><b>Adopted:</b></p> |                                      |                           | Official | Title | 2016 Salary | Ellen Eager | Acting Health Officer | \$776.00 | Robert Foote | Animal Control Officer | \$584.00 | Philip Johnson | Chairman, Board of Assessors | \$11,020.00 | John Williams, Sr. | Code Enforcement Officer | \$8,533.00 | Diana Mason | Registrar of Vital Statistics | \$0.00 | Randolph Mason | Deputy Registrar of Vital Statistics | \$0.00 | Diana Mason | Water Collections Clerk | \$610.98 | Robert Foote | Town Constable | \$1,753.00 | Jon Fish | Safety Officer | \$1000.00 | Bruce McGinn | Water Superintendent | \$11,000.00 | To be hired | Planning/Zoning Board Secretary | \$12.95 per hour | Stephen McNally | Budget Officer | \$4,444.00 |
| Official   | Title                                | 2016 Salary               |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Ellen Eager  | Acting Health Officer                | \$776.00                  |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Robert Foote   | Animal Control Officer               | \$584.00                  |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Philip Johnson   | Chairman, Board of Assessors         | \$11,020.00               |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| John Williams, Sr.   | Code Enforcement Officer             | \$8,533.00                |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Diana Mason  | Registrar of Vital Statistics        | \$0.00                    |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Randolph Mason   | Deputy Registrar of Vital Statistics | \$0.00                    |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Diana Mason  | Water Collections Clerk              | \$610.98                  |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Robert Foote   | Town Constable                       | \$1,753.00                |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Jon Fish   | Safety Officer                       | \$1000.00                 |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Bruce McGinn   | Water Superintendent                 | \$11,000.00               |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| To be hired  | Planning/Zoning Board Secretary      | \$12.95 per hour          |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |
| Stephen McNally  | Budget Officer                       | \$4,444.00                |          |       |             |             |                       |          |              |                        |          |                |                              |             |                    |                          |            |             |                               |        |                |                                      |        |             |                         |          |              |                |            |          |                |           |              |                      |             |             |                                 |                  |                 |                |            |

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|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  4  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>All Town officers shall be allowed mileage per federal rate and will increase or decrease according to said federal discretion.</p> <p><b>Adopted:</b></p> |                          |                           |

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| <b>Resolution #</b> <u>  5  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The lower level of the Minerva Town Hall shall be the official polling place for the voters of the Town of Minerva.</p> <p><b>Adopted:</b></p> |                          |                           |

|   |                          |                           |
|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  6  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>By this resolution, The Town Board acknowledges the following appointments of these individuals to these positions and confirms these annual salaries for each position:</p> <p><i>Appointments by the Supervisor</i><br/>Clerk to the Supervisor (fulltime - 40 hours), Danae Tucker (\$16.23 per hour)<br/>Administrative Assistant, Kathleen DeGuilme (\$12.24 per hour)<br/>Historian, Theresa Brannon Haley (\$1463.70)<br/>Deputy Supervisor, Keith Dubay (unpaid)</p> <p><i>Appointments by the Town Clerk</i><br/>Deputy Town Clerk, Randolph Mason (unpaid)</p> <p><i>Appointments by the Tax Collector</i><br/>Deputy Tax Collector, James McNally (unpaid)</p> <p><i>Appointments by the Historian</i><br/>Deputy Historian, Clara Dimick (unpaid)</p> <p><i>Appointments by the Highway Superintendent</i><br/>Deputy Highway Superintendent, Tim Sheehan (\$2145)<br/>2<sup>nd</sup> Deputy Highway Superintendent, Larry Arnold (unpaid)</p> <p><i>Appointments by the Water Superintendent</i><br/>Deputy Water Superintendent, Tim Sheehan (\$2,500.00)<br/>2<sup>nd</sup> Deputy Water Superintendent, Larry Arnold (unpaid)</p> <p><i>Appointments by the Town Justices</i><br/>Court Clerk, Diana Mason (\$2,213.40)</p> <p><b>Adopted:</b></p> |                          |                           |

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| <b>Resolution #</b>  | <b>7</b> | <b>Offered By:</b> | <b>Seconded By:</b> |
| <p>All fees collected for Birth and Death Certificates by the local Registrar shall be turned over to the Town on a monthly basis, such fees shall then be paid by the Town to the local Registrar in an amount equivalent to the sum of the fees collected. Such payments will be paid on a Town of Minerva voucher payable to the local Registrar who collected the fees.</p> <p><b>Adopted:</b></p> |          |                    |                     |

|   |                                |                               |                     |
|---|--------------------------------|-------------------------------|---------------------|
| <b>Resolution #</b>   | <b>8</b>                       | <b>Offered By:</b>            | <b>Seconded By:</b> |
| <p>The SUPERVISOR is authorized and directed to procure from the <b>Town's insurance carrier</b>, a blanket undertaking, in proper form covering the following Town Officers in the amounts specified for calendar year 2016:</p> |                                |                               |                     |
| <b><u>POSITION</u></b>  | <b><u>TOWN OFFICERS</u></b>    | <b><u>COVERAGE AMOUNT</u></b> |                     |
| Town Supervisor   | Stephen McNally                | \$                            | 500,000.00          |
| Clerk to the Supervisor   | Danae Tucker                   | \$                            | 100,000.00          |
| Deputy Supervisor   | Keith Dubay                    | \$                            | 100,000.00          |
| Tax Collector   | Effie Jane McNally             | \$                            | 100,000.00          |
| Town Clerk  | Diana Mason                    | \$                            | 50,000.00           |
| All Positions   | Any employee not listed above. | \$                            | 10,000.00           |
| <p>All employees covered at the \$10,000 level are covered for one claim per year.</p> <p><b>Adopted:</b></p>   |                                |                               |                     |

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| <b>Resolution #</b> <u>  9  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN BOARD is authorized to contract with the SUPERINTENDENT OF HIGHWAYS, for the calendar year 2016, as follows:</p> <ul style="list-style-type: none"><li>I. Landfill Operations - \$10,500</li><li>II. Park and Playground Services - \$3000</li><li>III. Water Services - \$11,000</li></ul> <p>The contract shall not exceed \$24,500 without the express permission of the Town Board.</p> <p><b>Adopted:</b></p> |                          |                           |

|   |                          |                           |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
|---|--------------------------|---------------------------|-------------------------|------------------------|--|------------|----------------------|-------------------|----------------|---------------------|--------------|--------------|---------------|--------------|---------------|---------------|-------------|--------------|-------------|--|
| <b>Resolution #</b> <u>  10  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| <p>The TOWN SUPERVISOR, <u>Stephen McNally</u> is appointed Director of Disaster Preparedness for the Town of Minerva, which is to be effected in cooperation with the Essex County Civil Defense Director.</p> <p>The <b>Comprehensive Emergency Management Plan</b> revised in August 2013 is to replace all plans prior. The Town Board appoints an emergency preparedness committee for revising, reporting and implementing the Comprehensive Emergency Plan. The Emergency Preparedness Committee for January 1, 2016 to December 31, 2016 will be:</p> <table style="width: 100%;"><tr><td>Patty Warrington, Chair</td><td>Betty LeMay, Secretary</td><td></td></tr><tr><td>Mike Corey</td><td>Sue Montgomery Corey</td><td>Kathleen DeGuilme</td></tr><tr><td>Kathy Halloran</td><td>Terry Brannon Haley</td><td>Edward Healy</td></tr><tr><td>Bruce McGinn</td><td>Steve McNally</td><td>Lisa Salamon</td></tr><tr><td>Nancy W. Shaw</td><td>Mark Sullivan</td><td>Greg Wright</td></tr><tr><td>Karen Wright</td><td>Keith Dubay</td><td></td></tr></table> <p>The Town Supervisor and at least one other member of the Town Board shall represent the Town Board on the Emergency Preparedness Committee for 2016.</p> <p><b>Adopted:</b></p> |                          |                           | Patty Warrington, Chair | Betty LeMay, Secretary |  | Mike Corey | Sue Montgomery Corey | Kathleen DeGuilme | Kathy Halloran | Terry Brannon Haley | Edward Healy | Bruce McGinn | Steve McNally | Lisa Salamon | Nancy W. Shaw | Mark Sullivan | Greg Wright | Karen Wright | Keith Dubay |  |
| Patty Warrington, Chair   | Betty LeMay, Secretary   |                           |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| Mike Corey  | Sue Montgomery Corey     | Kathleen DeGuilme         |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| Kathy Halloran  | Terry Brannon Haley      | Edward Healy              |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| Bruce McGinn  | Steve McNally            | Lisa Salamon              |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| Nancy W. Shaw   | Mark Sullivan            | Greg Wright               |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |
| Karen Wright  | Keith Dubay              |                           |                         |                        |  |            |                      |                   |                |                     |              |              |               |              |               |               |             |              |             |  |

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| <b>Resolution #</b> <u>  11  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>GLENS FALLS NATIONAL BANK AND TRUST COMPANY, Chestertown office, COMMUNITY BANK, North Creek office, CHAMPLAIN NATIONAL BANK , Elizabethtown office, are designated as official Town depositories for all monies coming into the hands of the Town or any Town Officer. The SUPERVISOR is directed to enter into collateral security agreements as necessary with each depository in order to adequately secure Town funds as required by law.</p> <p><b>Adopted:</b></p> |                          |                           |

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|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  12  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN SUPERVISOR is authorized and directed to invest Town monies in certificates of deposit in the Town depositories, as may be appropriate and to jointly invest with Minerva Central School by agreement.</p> <p><b>Adopted:</b></p> |                          |                           |

|  |                          |                           |
|--|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  13  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN SUPERVISOR shall submit to the TOWN CLERK, within Sixty (60) days after the close of the fiscal year, a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law. Upon receipt, the TOWN CLERK shall publish, in the official Town newspaper, a notice that a copy of such report is on file in the Town Clerk's Office and at Minerva Town Hall and is available for public inspection and copying.</p> <p><b>Adopted:</b></p> |                          |                           |

|  |                          |                           |
|--|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  14  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The DEPUTY SUPERVISOR is authorized to sign all checks of the Town during the absence or inability of the TOWN SUPERVISOR. The DEPUTY TOWN CLERK is authorized to sign checks on behalf of the TOWN CLERK.</p> <p><b>Adopted:</b></p> |                          |                           |

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| <b>Resolution #</b> <u>  15  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN SUPERVISOR is authorized to enter into Adirondack Community Action Program Agreement for the 2016 rental/maintenance of the meal site in the lower level of the Town Hall.</p> <p><b>Adopted:</b></p> |                          |                           |

| <b>Resolution #</b> <u>  16  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |                         |                        |  |            |  |          |                 |            |  |              |
|--|--------------------------|---------------------------|-------------------------|------------------------|--|------------|--|----------|-----------------|------------|--|--------------|
| <p>The TOWN SUPERVISOR is authorized to enter into contracts on behalf of the Town Board, for calendar year 2016 as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;"><u>SERVICE PROVIDER</u></th> <th style="text-align: center;"><u>CONTRACT AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>Hudson Headwater Health Network <i>(North Creek Health Center)</i></td> <td style="text-align: right;">\$4,000.00</td> </tr> <tr> <td>James A. Mack <i>(Ticonderoga Animal Hospital)</i></td> <td style="text-align: right;">\$200.00</td> </tr> <tr> <td>Sleeping Giants</td> <td style="text-align: right;">\$1,000.00</td> </tr> <tr> <td>Minerva Volunteer Fire Department and Rescue Squad, Inc.</td> <td style="text-align: right;">\$116,233.00</td> </tr> </tbody> </table> <p><b>Adopted:</b></p> |                          |                           | <u>SERVICE PROVIDER</u> | <u>CONTRACT AMOUNT</u> | Hudson Headwater Health Network <i>(North Creek Health Center)</i> | \$4,000.00 | James A. Mack <i>(Ticonderoga Animal Hospital)</i> | \$200.00 | Sleeping Giants | \$1,000.00 | Minerva Volunteer Fire Department and Rescue Squad, Inc. | \$116,233.00 |
| <u>SERVICE PROVIDER</u>  | <u>CONTRACT AMOUNT</u>   |                           |                         |                        |  |            |  |          |                 |            |  |              |
| Hudson Headwater Health Network <i>(North Creek Health Center)</i>   | \$4,000.00               |                           |                         |                        |  |            |  |          |                 |            |  |              |
| James A. Mack <i>(Ticonderoga Animal Hospital)</i>   | \$200.00                 |                           |                         |                        |  |            |  |          |                 |            |  |              |
| Sleeping Giants  | \$1,000.00               |                           |                         |                        |  |            |  |          |                 |            |  |              |
| Minerva Volunteer Fire Department and Rescue Squad, Inc.   | \$116,233.00             |                           |                         |                        |  |            |  |          |                 |            |  |              |

|  |                                      |                                      |
|--|--------------------------------------|--------------------------------------|
| <b>Resolution #</b> <u>  17  </u>  | <b>Offered By:</b> <u>  McCall  </u> | <b>Seconded By:</b> <u>  Dubay  </u> |
| <p>The TOWN SUPERVISOR is authorized to enter into a contract with the Essex County Department of Public Works for calendar year 2016 on behalf of Town Highway subject to the approval of the Essex County Superintendent of Public Works.</p> <p><b>Adopted:</b></p> |                                      |                                      |

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| <b>Resolution #</b> <u>  18  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>Up to five (5) Town Officials are hereby authorized to attend the <u>Annual Meeting and Training School of the Association of Towns</u> to be held in New York City in February 2016. All actual and necessary expenses related thereto shall be reimbursed by the Town upon presentment and approval of an itemized voucher.</p> <p><b>Adopted:</b></p> |                          |                           |

| <b>Resolution #</b> <u>  19  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
|---|--------------------------|---------------------------|-----------------|--------------------|---------------------|-------------|--------------|------------|--------------|------------|-------------------------|------------|----------------------------|-------------|---------------|------------|------------|------------|-----------------------------------|-------------|-----------------|-------------|
| <p>The annual salaries for all ELECTED TOWN OFFICIALS for calendar year 2016 are hereby established as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;"><u>OFFICIAL</u></th> <th style="text-align: center;"><u>2016 SALARY</u></th> </tr> </thead> <tbody> <tr> <td>Assessor (Chairman)</td> <td style="text-align: right;">\$11,020.00</td> </tr> <tr> <td>Assessor (1)</td> <td style="text-align: right;">\$4,269.72</td> </tr> <tr> <td>Assessor (2)</td> <td style="text-align: right;">\$4,269.72</td> </tr> <tr> <td>Councilmen (4) each at:</td> <td style="text-align: right;">\$3,642.00</td> </tr> <tr> <td>Superintendent of Highways</td> <td style="text-align: right;">\$48,460.00</td> </tr> <tr> <td>Tax Collector</td> <td style="text-align: right;">\$5,100.00</td> </tr> <tr> <td>Town Clerk</td> <td style="text-align: right;">\$8,838.00</td> </tr> <tr> <td>Town Justices (2 at \$5,486 each)</td> <td style="text-align: right;">\$10,972.00</td> </tr> <tr> <td>Town Supervisor</td> <td style="text-align: right;">\$33,036.00</td> </tr> </tbody> </table> <p><b>Adopted:</b></p> |                          |                           | <u>OFFICIAL</u> | <u>2016 SALARY</u> | Assessor (Chairman) | \$11,020.00 | Assessor (1) | \$4,269.72 | Assessor (2) | \$4,269.72 | Councilmen (4) each at: | \$3,642.00 | Superintendent of Highways | \$48,460.00 | Tax Collector | \$5,100.00 | Town Clerk | \$8,838.00 | Town Justices (2 at \$5,486 each) | \$10,972.00 | Town Supervisor | \$33,036.00 |
| <u>OFFICIAL</u>   | <u>2016 SALARY</u>       |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Assessor (Chairman)   | \$11,020.00              |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Assessor (1)  | \$4,269.72               |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Assessor (2)  | \$4,269.72               |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Councilmen (4) each at:   | \$3,642.00               |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Superintendent of Highways  | \$48,460.00              |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Tax Collector   | \$5,100.00               |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Town Clerk  | \$8,838.00               |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Town Justices (2 at \$5,486 each)   | \$10,972.00              |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |
| Town Supervisor   | \$33,036.00              |                           |                 |                    |                     |             |              |            |              |            |                         |            |                            |             |               |            |            |            |                                   |             |                 |             |

**TOWN OF MINERVA**  
*Essex County, New York*  
**2016 Organizational Resolutions**

*Organizational Board Meeting*  
**Monday, 7:00 P.M.**  
**January 4th, 2016**

| <b>Resolution #</b> <u>  20  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |              |                  |                      |          |  |          |                              |          |  |          |
|--|--------------------------|---------------------------|--------------|------------------|----------------------|----------|--|----------|------------------------------|----------|--|----------|
| <p>The Town Board authorizes the Supervisor to pay for and agrees to maintain memberships in the following municipal associations:</p>   |                          |                           |              |                  |                      |          |  |          |                              |          |  |          |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Organization</th> <th style="width: 30%;">2016 Annual Dues</th> </tr> </thead> <tbody> <tr> <td>Association of Towns</td> <td style="text-align: right;">\$900.00</td> </tr> <tr> <td>Adirondack Association of Towns and Villages</td> <td style="text-align: right;">\$450.00</td> </tr> <tr> <td>New York Planning Federation</td> <td style="text-align: right;">\$250.00</td> </tr> <tr> <td>New York State Government Finance Officers Association</td> <td style="text-align: right;">\$160.00</td> </tr> </tbody> </table> |                          |                           | Organization | 2016 Annual Dues | Association of Towns | \$900.00 | Adirondack Association of Towns and Villages | \$450.00 | New York Planning Federation | \$250.00 | New York State Government Finance Officers Association | \$160.00 |
| Organization   | 2016 Annual Dues         |                           |              |                  |                      |          |  |          |                              |          |  |          |
| Association of Towns   | \$900.00                 |                           |              |                  |                      |          |  |          |                              |          |  |          |
| Adirondack Association of Towns and Villages   | \$450.00                 |                           |              |                  |                      |          |  |          |                              |          |  |          |
| New York Planning Federation   | \$250.00                 |                           |              |                  |                      |          |  |          |                              |          |  |          |
| New York State Government Finance Officers Association   | \$160.00                 |                           |              |                  |                      |          |  |          |                              |          |  |          |
| <b>Adopted:</b>  |                          |                           |              |                  |                      |          |  |          |                              |          |  |          |

| <b>Resolution #</b> <u>  21  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____                    |           |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
|--|--------------------------|--|-----------|-------|--------------|--------|-----------------|------------|----------------------|----------|-------------|------------|----------------------|-----------|-----------------|------------|--|----------|-------------|------------|--|-----------|-----------------|------------|------------------------|----------|-------------|------------|------------------------|-----------|
| <p>The Town Board appoints as voting delegate and alternate for 2016, the following for the following organizations:</p>   |                          |  |           |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Name</th> <th style="width: 15%;">Title</th> <th style="width: 35%;">Organization</th> <th style="width: 25%;">Status</th> </tr> </thead> <tbody> <tr> <td>Stephen McNally</td> <td>Supervisor</td> <td>Association of Towns</td> <td>Delegate</td> </tr> <tr> <td>David LaBar</td> <td>Councilman</td> <td>Association of Towns</td> <td>Alternate</td> </tr> <tr> <td>Stephen McNally</td> <td>Supervisor</td> <td>Adirondack Association of Towns and Villages</td> <td>Delegate</td> </tr> <tr> <td>David LaBar</td> <td>Councilman</td> <td>Adirondack Association of Towns and Villages</td> <td>Alternate</td> </tr> <tr> <td>Stephen McNally</td> <td>Supervisor</td> <td>Adirondack Partnership</td> <td>Delegate</td> </tr> <tr> <td>David LaBar</td> <td>Councilman</td> <td>Adirondack Partnership</td> <td>Alternate</td> </tr> </tbody> </table> |                          |  | Name      | Title | Organization | Status | Stephen McNally | Supervisor | Association of Towns | Delegate | David LaBar | Councilman | Association of Towns | Alternate | Stephen McNally | Supervisor | Adirondack Association of Towns and Villages | Delegate | David LaBar | Councilman | Adirondack Association of Towns and Villages | Alternate | Stephen McNally | Supervisor | Adirondack Partnership | Delegate | David LaBar | Councilman | Adirondack Partnership | Alternate |
| Name   | Title                    | Organization                                 | Status    |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| Stephen McNally  | Supervisor               | Association of Towns                         | Delegate  |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| David LaBar  | Councilman               | Association of Towns                         | Alternate |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| Stephen McNally  | Supervisor               | Adirondack Association of Towns and Villages | Delegate  |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| David LaBar  | Councilman               | Adirondack Association of Towns and Villages | Alternate |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| Stephen McNally  | Supervisor               | Adirondack Partnership                       | Delegate  |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| David LaBar  | Councilman               | Adirondack Partnership                       | Alternate |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |
| <b>Adopted:</b>  |                          |  |           |       |              |        |                 |            |                      |          |             |            |                      |           |                 |            |  |          |             |            |  |           |                 |            |                        |          |             |            |                        |           |

TOWN OF MINERVA  
Essex County, New York  
2016 Organizational Resolutions

Organizational Board Meeting  
Monday, 7:00 P.M.  
January 4th, 2016

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|  |                              |                               |
|--|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>22</u>  | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| <p>The Town Board appoints Stephen McNally, Affirmative Action Officer and hereby agrees to pay any incidental expenses related to the performance of this position.</p> |                              |                               |
| <b>Adopted:</b>  |                              |                               |

|   |                              |                               |
|---|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>23</u>   | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| <p>Petty cash funds for TOWN SUPERVISOR are authorized at One Hundred Fifty Dollars (\$150.00).</p> |                              |                               |
| <b>Adopted:</b>   |                              |                               |

|  |                              |                               |
|--|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>24</u>  | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| <p>All Insurance, Utility bills, postal and freight charges may be paid by the TOWN SUPERVISOR prior to the Town Board audit and approval.</p> |                              |                               |
| <b>Adopted:</b>  |                              |                               |

|  |                              |                               |
|--|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>25</u>  | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| <p>All charges to the <b>Lowe's Credit Services, First Bankcard, and Staples Credit</b>, may be paid by the TOWN SUPERVISOR prior to the Town Board audit and approval provided the amount does not exceed \$3,000 and that purchases made are in compliance with the Town's adopted purchase policy and provided that such record of purchases are included as a prepaid item in the monthly abstract of audited vouchers, the purpose of which is to avoid monthly service charges due to card billing cycles.</p> |                              |                               |
| <b>Adopted:</b>  |                              |                               |

**TOWN OF MINERVA**  
Essex County, New York  
2016 Organizational Resolutions

*Organizational Board Meeting*  
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|  |                              |                               |
|--|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>  26  </u>  | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| The TOWN CLERK is authorized and directed to open all competitive bids for public works and purchase contracts, record the same and report them to the Town Board. |                              |                               |
| <b>Adopted:</b>  |                              |                               |

|   |                              |                               |
|---|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>  27  </u>   | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| For the purpose fixed assets a dollar value of more the \$500.00 per items requires listing in the fixed Assets of the Town General Ledger accounting system. |                              |                               |
| <b>Adopted:</b>   |                              |                               |

|   |                              |                               |
|---|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>  28  </u>   | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| To authorize a one-year extension for a junkyard permit to Marvin & Joyce Gonyo retroactive to January 1, 2016 to December 31, 2016 with all fees waived. |                              |                               |
| <b>Adopted:</b>   |                              |                               |

|  |                              |                               |
|--|------------------------------|-------------------------------|
| <b>Resolution #</b> <u>  29  </u>  | <b>Offered<br/>By:</b> _____ | <b>Seconded<br/>By:</b> _____ |
| The Town of Minerva adopts the Essex County Fair Housing Plan as their own with the appointment of Mike Mascarenas, Essex County Community Development and Planning Director, as the Fair Housing Planning designee for the Town of Minerva. |                              |                               |
| <b>Adopted:</b>  |                              |                               |

**TOWN OF MINERVA**  
*Essex County, New York*  
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|   |                          |                           |
|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  30  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN SUPERVISOR of the Town of Minerva has reviewed the current procurement policy and determined that the policy is in accordance with local government finance laws. Additionally the Town Board and all appointed and elected officials that the procurement policy names have been given notice of this policy.</p> <p><b>Adopted:</b></p> |                          |                           |

|  |                          |                           |
|--|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  31  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The Town Board announces the 2016 appointment of the following staff in the Office of the Supervisor, Transfer Station, Parks Department and acknowledges these appointments by the Highway Superintendent to the Highway Department:</p> |                          |                           |
| <b>POSITION</b>  | <b>APPOINTMENT</b>       | <b>SALARY 2016</b>        |
| Maintenance Mechanic   | Robert Kohrman           | \$15.67 per hour          |
| Transfer Station Attendant   | Vernon Jenks             | \$ 9.49 per hour          |
| Transfer Station Attendant   | Brad McNally             | \$ 9.33 per hour          |
| Clerk to the Supervisor  | Danae Tucker             | \$16.23 per hour          |
| Administrative Assistant   | Kathleen DeGuilme        | \$12.24 per hour          |
| Heavy Equipment Operator   | Tim Sheehan              | \$20.33 per hour          |
| Heavy Equipment Operator   | Larry Arnold             | \$19.26 per hour          |
| Motor Equipment Operator   | Steve Howe               | \$19.26 per hour          |
| Auto Mechanic  | Keith Tucker             | \$19.88 per hour          |
| Motor Equipment Operator   | Jon Fish                 | \$16.32 per hour          |
| Motor Equipment Operator   | To Be hired              |                           |
| <p><b>Adopted:</b></p>   |                          |                           |

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|  |                          |                           |
|--|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  32  </u>  | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The TOWN BOARD delegates to the SUPERVISOR the powers and duties necessary to conduct the day to day administration of the town.</p> <p><b>Adopted:</b></p> |                          |                           |

|   |                          |                                  |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
|---|--------------------------|----------------------------------|-----------------------------------|--------------------|-------------------|--|-------------------------------------|-------------------|------------------------|----------------------|----------------------------------|--------------------|----------------------|--|---------------------------------|----------------------|--------------------|--|------------------------------|--------------------|--------------------|--|---|--------------------|----------------------------------|--|---|--------------------|--------------------|--|-------------------------|-------------------|----------------------|--|--------------------------------------|----------------------|-------------------|--|
| <b>Resolution #</b> <u>  33  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____        |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <p style="text-align: center;"><i>The Supervisor announces the appointment of the following committees for 2016.<br/>         (The person listed first shall be the committee chairman)</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"><i><b>Audit &amp; Finance</b></i></td> <td style="width: 33%;"><i>Doug McCall</i></td> <td colspan="2" style="width: 34%;"><i>Dave LaBar</i></td> </tr> <tr> <td><i><b>Community Development</b></i></td> <td><i>Dave LaBar</i></td> <td style="width: 16.5%;"><i>Keith<br/>Dubay</i></td> <td style="width: 16.5%;"><i>John Williams</i></td> </tr> <tr> <td><i><b>Emergency Services</b></i></td> <td><i>Keith Dubay</i></td> <td colspan="2"><i>Steve McNally</i></td> </tr> <tr> <td><i><b>Highway Committee</b></i></td> <td><i>Steve McNally</i></td> <td colspan="2"><i>Keith Dubay</i></td> </tr> <tr> <td><i><b>Human Services</b></i></td> <td><i>Keith Dubay</i></td> <td colspan="2"><i>Doug McCall</i></td> </tr> <tr> <td><i><b>Parks, Playgrounds &amp;<br/>Trails</b></i></td> <td><i>Doug McCall</i></td> <td colspan="2"><i>Steve McNally, Dave LaBar</i></td> </tr> <tr> <td><i><b>Solid Waste &amp; Recycling</b></i></td> <td><i>Keith Dubay</i></td> <td colspan="2"><i>David LaBar</i></td> </tr> <tr> <td><i><b>Utilities</b></i></td> <td><i>Dave Labar</i></td> <td colspan="2"><i>Keith Iversen</i></td> </tr> <tr> <td><i><b>Water Safety Committee</b></i></td> <td><i>Steve McNally</i></td> <td colspan="2"><i>Dave LaBar</i></td> </tr> </table> <p><b>Adopted:</b></p> |                          |                                  | <i><b>Audit &amp; Finance</b></i> | <i>Doug McCall</i> | <i>Dave LaBar</i> |  | <i><b>Community Development</b></i> | <i>Dave LaBar</i> | <i>Keith<br/>Dubay</i> | <i>John Williams</i> | <i><b>Emergency Services</b></i> | <i>Keith Dubay</i> | <i>Steve McNally</i> |  | <i><b>Highway Committee</b></i> | <i>Steve McNally</i> | <i>Keith Dubay</i> |  | <i><b>Human Services</b></i> | <i>Keith Dubay</i> | <i>Doug McCall</i> |  | <i><b>Parks, Playgrounds &amp;<br/>Trails</b></i> | <i>Doug McCall</i> | <i>Steve McNally, Dave LaBar</i> |  | <i><b>Solid Waste &amp; Recycling</b></i> | <i>Keith Dubay</i> | <i>David LaBar</i> |  | <i><b>Utilities</b></i> | <i>Dave Labar</i> | <i>Keith Iversen</i> |  | <i><b>Water Safety Committee</b></i> | <i>Steve McNally</i> | <i>Dave LaBar</i> |  |
| <i><b>Audit &amp; Finance</b></i>   | <i>Doug McCall</i>       | <i>Dave LaBar</i>                |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Community Development</b></i>   | <i>Dave LaBar</i>        | <i>Keith<br/>Dubay</i>           | <i>John Williams</i>              |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Emergency Services</b></i>  | <i>Keith Dubay</i>       | <i>Steve McNally</i>             |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Highway Committee</b></i>   | <i>Steve McNally</i>     | <i>Keith Dubay</i>               |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Human Services</b></i>  | <i>Keith Dubay</i>       | <i>Doug McCall</i>               |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Parks, Playgrounds &amp;<br/>Trails</b></i>   | <i>Doug McCall</i>       | <i>Steve McNally, Dave LaBar</i> |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Solid Waste &amp; Recycling</b></i>   | <i>Keith Dubay</i>       | <i>David LaBar</i>               |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Utilities</b></i>   | <i>Dave Labar</i>        | <i>Keith Iversen</i>             |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |
| <i><b>Water Safety Committee</b></i>  | <i>Steve McNally</i>     | <i>Dave LaBar</i>                |                                   |                    |                   |  |                                     |                   |                        |                      |                                  |                    |                      |  |                                 |                      |                    |  |                              |                    |                    |  |   |                    |                                  |  |   |                    |                    |  |                         |                   |                      |  |                                      |                      |                   |  |

|   |                          |                           |
|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  34  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>Fees will remain at the 2015 level for the Water District and Transfer Station.</p> <p><b>Adopted:</b></p> |                          |                           |

**TOWN OF MINERVA**  
*Essex County, New York*  
**2016 Organizational Resolutions**

Organizational Board Meeting  
**Monday, 7:00 P.M.**  
**January 4th, 2016**

|   |                          |                           |
|---|--------------------------|---------------------------|
| <b>Resolution #</b> <u>  35  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |
| <p>The following dates have been established for:</p> <ul style="list-style-type: none"> <li>* Community Clean Up Day - Saturday April 30, 2016</li> <li>* Youth Program will begin July 5, 2016 and end August 12, 2016</li> <li>* Minerva Day - Saturday July 2, 2016</li> </ul> <p><b>Adopted:</b></p> |                          |                           |

| <b>Resolution #</b> <u>  36  </u>   | <b>Offered By:</b> _____ | <b>Seconded By:</b> _____ |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
|---|--------------------------|---------------------------|-------------|---------------------|--------------|------------------------|---------------|------------------------|--------|-----------|--------|-----------|--------|-----------|---------------|-----------|---------------|-----------------------|-------------|-----------------------|
| <p>The TOWN BOARD appoints the following to serve as the Minerva Youth Commission for 2016:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; width: 40%;"><b>Name</b></th> <th style="text-align: left;"><b>Representing</b></th> </tr> </thead> <tbody> <tr> <td>Danae Tucker</td> <td>Minerva Central School</td> </tr> <tr> <td>Ron Sanalidro</td> <td>Minerva Central School</td> </tr> <tr> <td>Vacant</td> <td>Community</td> </tr> <tr> <td>Vacant</td> <td>Community</td> </tr> <tr> <td>Vacant</td> <td>Community</td> </tr> <tr> <td>Jessica Coyle</td> <td>Community</td> </tr> <tr> <td>Steve McNally</td> <td>Town of Minerva Board</td> </tr> <tr> <td>Doug McCall</td> <td>Town of Minerva Board</td> </tr> </tbody> </table> <p><b>Adopted:</b></p> |                          |                           | <b>Name</b> | <b>Representing</b> | Danae Tucker | Minerva Central School | Ron Sanalidro | Minerva Central School | Vacant | Community | Vacant | Community | Vacant | Community | Jessica Coyle | Community | Steve McNally | Town of Minerva Board | Doug McCall | Town of Minerva Board |
| <b>Name</b>   | <b>Representing</b>      |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Danae Tucker  | Minerva Central School   |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Ron Sanalidro   | Minerva Central School   |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Vacant  | Community                |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Vacant  | Community                |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Vacant  | Community                |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Jessica Coyle   | Community                |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Steve McNally   | Town of Minerva Board    |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |
| Doug McCall   | Town of Minerva Board    |                           |             |                     |              |                        |               |                        |        |           |        |           |        |           |               |           |               |                       |             |                       |