

Minutes, January 6, 2026, Organizational Meeting of the Town Board
290 Northline Drive, Melrose, NY 12121

The Town Board of the Town of Schaghticoke met for its annual Organizational Meeting on January 6, 2026 at 6:00 p.m. at the Town Hall, 290 Northline Drive, Melrose, NY at 6:00 p.m. Present were Supervisor Salisbury, Councilmen Akin, Fogarty, Rustin and Ward.

SET ORGANIZATIONAL INFORMATION: Meeting, Depository, Official Newspaper, Set Salaries for Elected and Appointed Positions for 2026.

Resolution: Akin

Second: Ward

To set Organizational Information.

Ayes: All

Nays: None

REVIEW INVESTMENT POLICY, PROCUREMENT POLICY, FIXED ASSET POLICY, VIOLENCE IN THE WORKPLACE PROGRAM AND SEXUAL HARASSMENT POLICY

Resolution: Rustin

Second: Fogarty

To set Town Policies, no changes to policies.

Ayes: All

Nays: None

SET BUY-IN FEES FOR WATER AND SEWER DISTRICTS FOR 2026

Resolution: Fogarty

Second: Akin

To set buy-in fees for water and sewer districts for 2026. See attached list.

Ayes: All

Nays: None

SET HOLIDAY SCHEDULE FOR 2026

Resolution: Ward

Second: Akin

To set holiday schedule for 2026. See attached list.

Ayes: All

Nays: None

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ALL CONTRACTS FOR 2026 see attached list

Resolution: Ward

Second: Akin

To renew contracts for 2026

Ayes: All

Nays: None

AUDIT BOOKS FOR JUDGES BY JANUARY 20TH. TOWN CLERK AND SUPERVISOR BOOKS BY END OF FEBRUARY

Resolution: Ward

Second: Akin

Audit books for Judges by January 20th. Town Clerk and Supervisor by end of February

Resolution: Rustin

Second: Fogarty

REAPPOINT Elizabeth Hale to the PLANNING BOARD term ending 12/2032

Resolution: Akin

Second: Fogarty

To reappoint Elizabeth Hale to the Planning Board term ending 12/2032

Ayes: All

Nays: None

REAPPOINT Lettie Saheim to the ZONING BOARD term ending 12/2030

Resolution: Rustin

Second: Ward

To reappoint Lettie Saheim to the Zoning Board term ending 12/2030

Appoint James LaValle as Deputy Attorney for the Town of Schaghticoke

Resolution: Akin

Second: Ward

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To appoint James LaVelle as Deputy Attorney for the Town of Schaghticoke

Supervisor called for ADJOURNMENT at 6:10 p.m.

Resolution: Akin

Second: Fogarty

To adjourn at 6:20

Ayes: All

Nays: None

Jennifer Molesky

TOWN OF SCHAGHTICOKE
TOWN ORGANIZATIONAL INFORMATION
January 6, 2026 6:00 pm

MEETINGS: To be held on the second Wednesday of the month at 6:30 p.m. at the Town Hall. Work sessions to sign bills will begin at 6:00 p.m. A workshop will be held at 6:30 p.m. on the fourth Thursday of the month, as needed.

DEPOSITORY: M&T Bank and NY Cooperative Liquid Assets Securities System (NYCLASS)

OFFICIAL NEWSPAPER: The Record and the Express. Public notices will appear on the official town website and on the official town hall posting board

SET SALARIES FOR:

<u>Elected positions -</u>	<u>Yearly Salary</u>
Supervisor	\$ 30,000
4 Councilpeople @	7,200
Judge Thomas	12,650
Judge Ryan	14,855
Highway Supt.	75,750
Town Clerk	51,000
Tax Collector	6,630
<u>Appointed positions -</u>	
Deputy Town Clerk	38,000
Clerks to the Judges	11,780
Budget Director	64,310
Attorney/General	23,905
Assessor	54,660
Dog Control Officer	8,990
Building/Fire Insp.	29,770
Asst. Bldg./Fire Insp.	\$ 20 hr
Code Enforcement Officer	11,930
Historian	1,205
Special Districts Manager	6,000
Clean Up Day Manager	3,965
Water & Sewer Operator	63,205
Janitorial Personnel	\$24.00 hr.
Water & Sewer Supt.	8,000
Storm Water Manager	6,030
Central Communications Manager	1,660

Highway Dept.	All M.E.O.L.'s	\$26.80 hr.
	Mechanic	\$37.10 hr
	Asst. Mechanic	\$28.40 hr.
	Deputy Hwy Supt.	\$ 1.00 hr.
	Foreman	\$ 1.00 hr.
	Asst. Foreman	\$.50 hr.
	Water and Sewer Operator	\$ 3.00 hr.
	Temp. Laborers	\$24.00 hr.
	Seasonal CDL's	\$28.00 hr.

Planning Board Re-appoint Elizabeth Hale, term to end 2032

Chairman	\$ 6,570
Secretary	4,515
5 Members @	2,295
Attorney	8,240

Zoning Board of Appeals Re-appoint Lettie Saheim, term to end 12/2030

Chairman	\$ 2,320
4 Members @	1,385
Secretary	2,295
Attorney	8,240

Registrar of Vital Statistics \$.50 per stat

*Appointment: James LaValle - Deputy \$0.00
town attorney*

MISCELLANEOUS:

Highway Supt. is authorized to make emergency purchases up to \$500 without authorization from the Supervisor for the Highway Dept. and the Water and Sewer Dept.

Purchase orders must be obtained from the Supervisor's Office for any purchase or combination of purchases totaling \$500 or more in the Highway Department and the Water and Sewer Dept. Other department heads must contact the Supervisor's Office to review their budget account before purchases are made. Purchases must stay within the guidelines of the procurement policy adopted by the Town of Schaghticoke.

Per Diem rates – travel mileage is set at the current New York State rate.

Meals for pre-approved conferences/meetings as follows:

\$ 15 per day for breakfast

\$ 15 per day for lunch

\$ 50 per day for dinner.

2026 CONTRACTS

#1	DIVER MEMORIAL LIBRARY	\$ 12,000
#2	KNICKERBOCKER HISTORICAL SOC	3,000
#3	ENTERTAINMENT COMMITTEE	3,500
#4	VILLAGE OF SCHAGHTICOKE FOR THE YOUTH COMMISSION	6,790
#5	HOOSIC VALLEY ATHLETIC ASSOC	4,500
#6	HOOSIC VALLEY RESCUE SQUAD	28,400
#7	HOOSIC VALLEY RESCUE SQUAD FOR EMT & PARAMEDICS	706,580
# 8	DOG SHELTER AGREEMENT	1,000 plus fees
#9	COUNTY WASTE	380,208.06

2026 HOLIDAY OBSERVATION SCHEDULE

<u>HOLIDAY</u>	<u>WEEKDAY</u>	<u>DATE OBSERVED</u>
New Year's Day	Thursday	January 1, 2026
Martin Luther King Day	Monday	January 19, 2026
President's Day	Monday	February 16, 2026
Memorial Day	Monday	May 25, 2026
Independence Day Eve	Thursday	Close at noon
Independence Day	Saturday – close Friday	July 4, 2026
Labor Day	Monday	September 7, 2026
Columbus Day	Monday	October 12, 2026
Veteran's Day	Wednesday	November 11, 2026
Thanksgiving Eve	Wednesday	Close at noon
Thanksgiving Day	Thursday	November 26, 2026
Day after Thanksgiving	Friday	November 27, 2026
Christmas Eve	Thursday	Close at noon
Christmas Day	Friday	December 25, 2026
New Year's Eve	Thursday	Close at noon

2026 BUY-IN FEES FOR WATER & SEWER DISTRICTS

WATER DISTRICTS

Consolidated #1	\$ 5,000
#2	1,600
#3	1,600
#3e	5,000

SEWER DISTRICTS

Consolidated #2	3,298
#3	7,867