

**Minutes for the Ticonderoga Organizational Meeting held on  
January 2, 2020 commencing at 9:00 a.m.**

**Present:** Joseph Giordano, Supervisor  
Mark Russell, Councilman  
Tom Cunningham, Councilman  
Joyce Cooper, Councilwoman  
Dave Woods, Councilman  
Tonya M. Thompson, Town Clerk

**Others:** Stephanie Mitchell, Frank Basile, Suzanne Middlebrook

Supervisor Giordano opened the Organizational Meeting with the Reciting of the Pledge of Allegiance.

**Resolution #1-2020** brought by Joseph Giordano, seconded by Mark Russell to exit the Organizational Meeting and enter into an Executive Session at 9:10 a.m. to discuss matters which will imperil the public safety if disclosed. **All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

**Resolution #2-2020** brought by Joseph Giordano, seconded by Mark Russell to exit out of the Executive Session and re-enter the Organizational Meeting at 10:00 a.m. **All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

**Resolution #3-2020** brought by Joseph Giordano, seconded by Tom Cunningham to approve the following:

1. **That Joyce Cooper be appointed Deputy Supervisor with the power to sign all checks of the Town of Ticonderoga and take all other statutory powers of the deputy supervisor during the absence and/or the inability of Supervisor Giordano.**
2. **That the Town Board approves the recommendation of Superintendent of Highway, Sal Barnao, to appoint Mitchell Cole as Deputy Superintendent of Highway.**
3. **That the Town Board reapproves the recommendation of Town Clerk, Tonya Thompson to reappoint Amy Schryer as Deputy Town Clerk.**
4. **That William Dolback be reappointed Town Historian and Cemetery Sextant.**
5. **That James Gabler be reappointed as Health Officer without exclusivity, per the will of the Board.**
6. **That Chris Charboneau be reappointed as Animal Control Officer.**
7. **That Dennis Towne Jr. be reappointed as Dog Control Officer.**
8. **That Tonya Thompson be reappointed Vital Statistics Registrar and Amy Schryer be appointed Deputy Vital Statistics Registrar.**
9. **That Supervisor Giordano be appointed Affirmative Action Officer.**
10. **That Brenda Wells be reappointed Chairman of the Board of Assessment Review.**

**Minutes for the Ticonderoga Organizational Meeting held on  
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- 11. That W. Doug McTyier be appointed as Chairman of the Planning Board.**
- 12. That Eric Stoddard be reappointed as Chairman of the Zoning Board of Appeals.**
- 13. That Tonya Thompson and Amy Schryer be reappointed to serve as Clerks for both the Planning Board and Zoning Board of Appeals.**
- 14. That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor Giordano and/or the Town Board, to open all competitive bids, record same and report to the Town Board.**
- 15. That the Accountant may make budget transfers within the primary object codes of a department without Town Board approval, but subject to Town Supervisor authorization. All other transfers and adjustments remain subject to Town Board review and consent.**
- 16. That the Town of Ticonderoga continue as a member of both the New York State Association of Towns and Adirondack Association of Towns and Villages.**
- 17. That Supervisor Giordano be appointed as delegate to the Association of Towns and Councilwoman Cooper be appointed alternate.**
- 18. That AES be reappointed as Engineers for the Town, without exclusivity, per the will of the Board.**
- 19. That the firms of Meyer, Fuller & Stockwell, and FitzGerald, Morris, Baker, & Firth, and Orrick be reappointed Attorneys for the Town, without exclusivity, per will of the Board.**
- 20. That Michael A. Richardson be reappointed as labor relations consultant, without exclusivity, per will of the Board.**
- 21. That Public Sector HR Consultants be reappointed as human resource consultants, without exclusivity, per will of the Board.**
- 22. That Stored Technology Solutions, Inc. be appointed IT administrators for the Town, without exclusivity, per will of the Board.**
- 23. That the Town adopts the Procurement Policy, Investment Policy, Sexual Harassment Policy, Workplace Violence Policy.**
- 24. That Supervisor Giordano designates the Housing Assistance Program of Essex County as our Fair Housing Officer, which is required by GOSC (Governor's Office for Small Cities).**
- 25. That the Sun Community News be named official newspaper and Press Republican as alternate.**
- 26. That Glens Falls National Bank, JP Morgan Chase and MBIA Class be designated as the official depositories of the Town of Ticonderoga funds.**
- 27. That Supervisor Giordano be empowered to execute and sign all contracts and agreements for services with the following, but not limited to; Ticonderoga Area Chamber of Commerce, PRIDE of Ticonderoga, Chilson Fire Dept., North Country SPCA, North Country Life Flight, Ti EMS, all as provided for in the 2020 budget.**
- 28. That the Town Board authorize Supervisor Giordano to file a copy of the Annual Financial Report under Town Law Section 29(10-a) to the Town after the close of the 2020 fiscal year and filing with the NYS Comptroller's**

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office and cause the Town Clerk to publish the summary of same in the Sun Community News.

29. That approval of payment prior to audit, as listed in Town law, be approved for utility items, postage, and freight and other statutory items.
30. That the current Shared Service agreements with other Towns be approved.
31. That the per mile reimbursement rate be established at current IRS designated rate.

32. That the following are Liaisons for 2020:

- **CONTRACT NEGOTIATION** :: Supervisor Giordano
- **HEALTH INSURANCE** :: Supervisor Giordano
- **CEMETERY** :: Councilwoman Cooper
- **BLACK WATCH LIBRARY** :: Councilwoman Cooper
- **I.T. / CABLE T.V** :: Supervisor Giordano
- **TINADA** :: Supervisor Giordano

33. That the following Standing Committees for 2020 are appointed by Supervisor Giordano as permitted under Town Law Section 63:

- i. **AIRPORT**  
Chair: Supervisor Giordano  
Vice Chair: Councilman Woods
- ii. **BUILDING, GROUNDS, PARKS, RECREATION, HISTORIC LANDS, MONUMENTS AND BEACH (incl LIBRARY)**  
Co-Chair: Councilman Woods  
Co-Chair: Councilwoman Cooper
- iii. **HUMAN SERVICES: YOUTH**  
Chair: Councilman Russell  
Vice Chair: Councilwoman Cooper
- iv. **HUMAN SERVICES: SENIORS**  
Chair: Councilman Cunningham  
Vice Chair: Councilman Russell
- v. **HIGHWAY / TRANSFER STATION**  
Chair: Supervisor Giordano  
Vice Chair: Councilman Woods
- vi. **PUBLIC WORKS:**  
Chair: Supervisor Giordano  
Vice Chair: Councilman Cunningham
- vii. **PUBLIC SAFETY:**  
Chair: Councilman Woods

**Minutes for the Ticonderoga Organizational Meeting held on  
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**Vice Chair: Councilman Russell**

- 34. That all members of each committee be selected by the committee chair. Names of committee members to be approved at the February Town Board meeting or at earliest convenience.**
- 35. That each committee chair will present a list of no more than 3 objectives or goals at the February Town Board meeting for which their respective committee will strive to achieve by the end of 2020.**
- 36. That all department heads will formally evaluate each employee a minimum of one time by December 31, 2020. A copy of which will be placed in his or her personnel file.**
- 37. That the Chief of Police will formally evaluate each officer a minimum of one time by December 31, 2020, as per contract.**
- 38. That pursuant to Town Law §150[2], the Town Board hereby abolishes the police commission and/or sole police commissioner function of the Town of Ticonderoga and the Town Board shall hereafter exercise the powers conferred by Article 10 of the Town Law of the State of New York.**
- 39. That John McDonald Sr., Steve Boyce, Cheryl O'Connor, Linda Cunningham, Sue Gravelle and Virginia LaPointe be reappointed to the Black Watch Library Board.**
- 40. That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.**
- 41. That an additional meeting of the Ticonderoga Town Board shall convene on the fourth Thursday of each month beginning at 9:00 A.M.**
- 42. That the Town approve an initial funding deposit into the Health Savings Account of each full-time employee based on the election of their health insurance coverage and the funding terms of the Health Savings Account.**
- 43. That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.**
- 44. That any long term, contractual obligation agreements will be subject to Town Board approval.**
- 45. That the Town in an effort to avoid split payroll calculations and for the purpose of arriving at full year, twenty-six biweekly pay periods, the hourly rate increases included in the Adopted 2020 Budget will be for the term beginning December 16, 2019 and ending December 13, 2020**

**All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

**Resolution #4-2020** brought by Dave Woods, seconded by Joyce cooper to cancel the Finance Meeting for January. **All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

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**Resolution #5-2020** brought by Joseph Giordano, seconded by Mark Russell authorizing training and prepayment vouchers for registration, hotel, meals and travel. Via the Federal Per Diem rates;

1. Tom Cunningham, NY AOT Training, Albany, January 15-17, 2020
2. Dave Woods, NY AOT Training, Albany, January 15-17, 2020

**All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

**Resolution #6-2020** brought by Dave Woods, seconded by Mark Russell authorizing the following Budget Adjustment

- |              |                                   |           |
|--------------|-----------------------------------|-----------|
| o A.7140.830 | Recreation (Summer) SS & Medicare | \$4,822   |
| o A.1989     | General Contingency               | (\$4,822) |

**To correct an omission error in the adopted budget**

**All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

**Resolution #7-2020** brought by Mark Russell, seconded by Tom Cunningham to approve the Memorandum of Understanding regarding the Pre-Arrestment Detention Agreement between Essex County Sheriff's Office and the Town of Ticonderoga Police Department pending review by the Town Attorney. **All in Favor** Joseph Giordano - Aye, Mark Russell - Aye, Tom Cunningham - Aye, Joyce Cooper - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Meeting adjourned at 10:43 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk