

**Town Board Meeting Minutes**  
**Thursday January 4, 2022, 9:00 am**

**Present:** Mark A. Wright, Supervisor  
Dave Woods, Councilman  
Joyce Wood, Councilwoman  
Tom Cunningham, Councilman  
Tonya M. Thompson, Town Clerk

**Others:** Joseph Giordano

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

**Resolutions**

RESOLUTION #01-2022 brought by Mark Wright and seconded by Dave Woods to accept the following:

- 1) That Dave Woods 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 Wright.
- 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 appointed as Animal Control Officer.
- 7) That Robert Budwick be appointed 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 Wright be appointed Affirmative Action Officer.
- 10) That Brenda Wells be reappointed Chairman of the Board of Assessment Review.
- 11) That W. Doug McTyier be reappointed as Chairman of the Planning and Zoning Board.
- 12) That Tonya Thompson be appointed to serve as Clerk for the Planning and Zoning Board.
- 13) That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor Wright and/or the Town Board, to open all competitive bids, record same and report to the Town Board.
- 14) That Highway Superintendent and Water/Wastewater Superintendent will receive the same clothing allowance as per the respective bargaining unit for which they supervise.
- 15) That the Finance Office 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 Wright be appointed as delegate to the Association of Towns and Councilman Woods 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 Jeffery Honeywell be appointed 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 reappointed 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 Wright 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 Wright 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, North Country Life Flight, all as provided for in the 2022 budget.
- 28) That the Town Board authorize Supervisor Wright to file a copy of the Annual Financial Report under Town Law Section 29(10-a) to the Town after the close of the 2022 fiscal year and filing with the NYS Comptroller's 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 2022:
  - Contract Negotiation: Supervisor Wright
  - Health Insurance: Supervisor Wright
  - Cemetery: Councilwoman Cooper
  - Black Watch Library: Councilwoman Cooper
  - I.T./Cable TV: Supervisor Wright
  - TINADA: Supervisor Wright
  - Ticonderoga Area Seniors: Councilman Cunningham
- 33) That the following Standing Committees for 2022 are appointed by Supervisor Wright as permitted under Town Law Section 63:
  - i. Airport  
Chair: Supervisor Wright  
Vice Chair: Councilman Woods
  - ii. Buildings, Grounds, Parks, Recreation, Historic Lands, Monuments & Beach (incl Library)  
Co-Chair: Councilman Woods  
Co-Chair: Councilwoman Cooper
  - iii. To establish the Economic Development committee with the following chair/vice chair  
Chair: Supervisor Wright  
Vice Chair: Councilman Cunningham
  - iv. Highway/Transfer Station  
Chair: Councilman Woods

Vice Chair: Supervisor Wright

v. Human Services: Youth

Chair: Councilwoman Cooper

Vice Chair: VACANT

vi. Municipal Facility Evaluation:

Chair: Councilman Cunningham

Vice Chair: VACANT

vii. Public Safety

Chair: Councilman Woods

Vice Chair: Councilwoman Cooper

viii. Public Works:

Chair: Supervisor Wright

Vice Chair: Councilman Cunningham

- 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 2022.
- 36) That all department heads will formally evaluate each employee a minimum of one time by December 31, 2022. 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, 2022, as per contract.
- 38) That John McDonald Sr., Steve Boyce, Cheryl O'Connor, Susan Peters, Linda Cunningham, and Virginia LaPointe be reappointed to the Black Watch Library Board.
- 39) That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.
- 40) That an additional meeting of the Ticonderoga Town Board shall convene on the fourth Thursday of each month beginning at 8:30 A.M.
- 41) 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.
- 42) That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.
- 43) That any long term, contractual obligation agreements will be subject to Town Board approval.
- 44) All pay, both hourly and salary, will be based upon the year in which it was earned.

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

**Public Comment** – Mr. Giordano reminded the Board of the additional 5 resolutions which will be added at the next regular town board meeting.

Meeting adjourned at 9:30 a.m.