

**Minutes for the Ticonderoga Organizational Meeting held on
January 3, 2017 commencing at 4:30 p.m.**

Present: Joseph M. Giordano, Supervisor
Fred Hunsdon, Councilman
Wayne Taylor, Councilman
Dorcey Crammond, Councilwoman
Tonya M. Thompson, Town Clerk

Others: Chattie Van Wert, Sal Barnao

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

Resolution #1-2017 brought by Joseph M. Giordano, seconded by Wayne Taylor to accept the following:

1. **That Chattie Van Wert be reappointed Deputy Supervisor with the power to sign all checks of the Town of Ticonderoga 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 William Ball be reappointed Building Inspector/Code Enforcement Officer.**
6. **That Danielle Drinkwine-Holman be reappointed as Building Inspector III.**
7. **That James Gabler be reappointed as Health Officer without exclusivity, per the will of the Board.**
8. **That Maurice O'Connor be appointed as Dog Control /Animal Control Officer.**
9. **That Tonya Thompson be reappointed Vital Statistics Registrar and Amy Schryer be appointed Deputy Vital Statistics Registrar.**
10. **That Supervisor Giordano be appointed Affirmative Action Officer.**
11. **That Brenda Wells be appointed Chairman of Board of Assessment Review.**
12. **That Stuart Baker be reappointed as Chairman of the Planning Board.**
13. **That Eric Stoddard be reappointed as Chairman of the Zoning Board of Appeals.**
14. **That Tonya Thompson and Amy Schryer be reappointed to serve as Clerks for both the Planning Board Clerk and Zoning Board of Appeals.**
15. **That Kristine Larmore be appointed as Ticonderoga Youth Recreational Supervisor.**
16. **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.**
17. **That the Account Clerk may make budget transfers within the primary object codes of a department without Town Board approval, but subject to**

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- Town Supervisor authorization. All other transfers and adjustments remain subject to Town Board review and consent.**
- 18. That the Town of Ticonderoga continue as a member of both the New York State Association of Towns and Adirondack Towns and Villages.**
 - 19. That Supervisor Giordano be appointed as delegate to the Association of Towns and Councilman Taylor be appointed alternate.**
 - 20. That AES be reappointed as Engineers for the Town, without exclusivity, per the will of the Board.**
 - 21. That the firms of Meyer & Fuller, FitzGerald, Morris, Baker, & Firth, and Douglas Goodfriend be reappointed Attorneys for the Town, without exclusivity, per will of the Board.**
 - 22. That Michael A. Richardson be reappointed as labor relations consultant, without exclusivity, per will of the Board.**
 - 23. That Public Sector HR Consultants be reappointed as human resource consultants, without exclusivity, per will of the Board.**
 - 24. That Stored Technology Solutions, Inc. be appointed IT administrators for the Town, without exclusivity, per will of the Board.**
 - 25. That the Town adopts the Procurement Policy, Investment Policy, Sexual Harassment Policy, Workplace Violence Policy.**
 - 26. That Supervisor Giordano designates the Essex County Planning Office as our Fair Housing Officer, which is required by GOSC (Governor's Office for Small Cities).**
 - 27. That the Sun Community News be named official newspaper and Press Republican as alternate.**
 - 28. That Glens Falls National Bank, JP Morgan Chase and MBIA Class be designated as the official depositories of the Town of Ticonderoga funds.**
 - 29. 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., Dr. James Mack, North Country Life Flight, EMS, all as provided for in the 2017 budget.**
 - 30. 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 2017 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.**
 - 31. That approval of payment prior to audit, as listed in Town law, be approved for utility items, postage, and freight and other statutory items.**
 - 32. That the current Shared Service agreements with other Towns be approved.**
 - 33. That the per mile reimbursement rate be established at current IRS designated rate.**
- 34. That the following are Liaisons for 2017:**
- I.T. / CABLE T.V :: Supervisor Giordano**

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- **ECONOMIC DEVELOPMENT** :: Supervisor Giordano
- **HEALTH INSURANCE** :: Supervisor Giordano
- **CONTRACT NEGOTIATION** :: Supervisor Giordano

35. That the following Liaison Standing Committees for 2017 are appointed by Supervisor Giordano as permitted under Town Law Section 63:

- i. **PUBLIC WORKS:**
Chair: Supervisor Giordano
Vice Chair: Councilman Taylor
- ii. **BUILDING, GROUNDS, PARKS, RECREATION, HISTORIC LANDS, MONUMENTS AND BEACH (incl LIBRARY)**
(Interim) Chair: Supervisor Giordano
Vice Chair: Councilman Taylor
- iii. **PUBLIC SAFETY:**
Chair: Councilman Hunsdon
Vice Chair: Supervisor Giordano
- iv. **HUMAN SERVICES: YOUTH / SENIORS**
Chair: Councilwoman Crammond
Vice Chair: Councilman Hunsdon
- v. **HIGHWAY / TRANSFER STATION**
Chair: Councilman Taylor
Vice Chair: Supervisor Giordano
- vi. **AIRPORT**
Chair: Councilman Hunsdon
Vice Chair: Councilwoman Crammond
- vii. **MULTI-USE BUILDING COMMITTEE**
Chair: Councilman Taylor
Vice Chair: Councilman Hunsdon

36. 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.

37. 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 2017.

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- 38. That all department heads will formally evaluate each employee a minimum of one time by December 31, 2017. A copy of which will be placed in his or her personnel file.**
- 39. That the Chief of Police will formally evaluate each officer a minimum of one time by December 31, 2017, as per contract.**
- 40. That Councilman Wayne Taylor, Public Safety Committeewoman Margaret Lauman and Councilman Fred Hunsdon, Sr. be appointed as Police Commissioners.**
- 41. That John McDonald Sr., Steve Boyce, Cheryl O'Connor, Linda Cunningham, Sue Gravelle and Virginia LaPointe be reappointed to the Black Watch Library Board.**
- 42. That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.**
- 43. That an additional meeting of the Ticonderoga Town Board shall convene on the fourth Thursday of each month from 2:00 P.M. to 3:00 P.M.**
- 44. That the Town at the beginning of 2017 make a one-time 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.**
- 45. That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.**
- 46. That any long term, contractual obligation agreements will be subject to Town Board approval.**

All in Favor - Joseph Giordano - Aye, Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye. **Opposed** - none. **Carried.**

Resolution #2-2017 brought by Fred Hunsdon, seconded by Wayne Taylor approving Derrick Fleury to attend Pesticide Training on Tuesday, January 10 through Wednesday, January 11, 2017 in Cicero, NY at a cost of \$290 for course registration plus one night hotel stay, mileage and allowances. **All in Favor** - Joseph Giordano - Aye, Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye. **Opposed** - none. **Carried.**

Resolution #3-2017 brought by Fred Hunsdon, seconded by Wayne Taylor to amend the 2017 Adopted Budget as follows:

- p. 15 A.4010.1 from \$5,631 to \$1,200
Board of Health Employee Benefit listed as A.3520.8 should be A.4010.800
Board of Health Employee Benefit listed as A.3520.830 should be A.4010.830
A.4010.830 from \$431 to \$100
 - p. 2 Increase Contingency A.1990.400 from \$150,000 to \$154,762
- To correct the following typo errors:
- p. 29 Planning Contractual listed as A.8010.4 but should be A.8020.400
 - p. 43 Miscellaneous has no codes and should be Employee Contributions Medical DA2709
 - p. 43 State Aid has no code and should be Consolidated Highway (CHIPS) DA3501

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p. 44 Sewer Administration Contractual listed as SS05.8110.1 but should be SS05.8110.400

p. 48 Water Administration Contractual listed as SW06.8310.1 but should be SW06.8310.400

p. 48 Water Source of Supply, Power & Pumping Contractual listed as SW05.8320.4 but should be SW06.8320.400

All in Favor - Joseph Giordano - Aye, Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye. **Opposed** - none. **Carried.**

Resolution #4-2017 brought by Wayne Taylor, seconded by Fred Hunsdon to allow the following 2016 Budget Transfer:

TYPE	CODE	DESCRIPTION	\$ Amount
From	A.1110.100	Justices Personal Services	\$189.20
To	A.1110.400	Justices Contractual Expense	\$189.20
From	A.1410.100	Town Clerk Personal Services	\$1,585.49
To	A.1410.400	Town Clerk Contractual Expense	\$1,585.49

All in Favor - Joseph Giordano - Aye, Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye. **Opposed** - none. **Carried.**

The Town Board will be setting up times on January 5, 2017 to conduct interviews for the vacant Town Board seat.

Resolution #5-2017 brought by Fred Hunsdon, seconded by Wayne Taylor to appoint the Highway Superintendent to oversee the Beautification Crew. **All in Favor** - Joseph Giordano - Aye, Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye. **Opposed** - none. **Carried.**

Councilman Taylor invited the board members to link onto an Everbridge broadcast on this coming Friday, 1/6/17 at 1:00 p.m. (This can be done right from your own home or with him and the Chief at the Police Department)

Meeting adjourned at 6:41 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk