

**Minutes to the Additional Monthly Ticonderoga Town Board Meeting
held on August 2, 2017 commencing at 9:00 a.m.**

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

Absent: Wayne Taylor, Councilman

Others: Chattie Van Wert, Richard Dinolfo, Mike McCarthy

Supervisor Giordano opened the meeting with the Reciting of the Pledge of Allegiance.

Resolutions for Consideration

Resolution # 232-2017 brought by Joseph Giordano, seconded by Dorcey Crammond to advertise for bids regarding various alterations to the Community Building. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #233-2017 brought by Joseph Giordano, seconded by Dave Woods to set the Standard Work Day for Elected Positions for James O'Bryan. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #234-2017 brought by Fred Hunsdon, seconded by Dorcey Crammond to acknowledge Kent Belden's retirement effective August 31st, 2017. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #235-2017 brought by Fred Hunsdon, seconded by Joseph Giordano to accept the resignation of Vic Scuderi effective July 5th, 2017. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #236-2017 brought by Dorcey Crammond, seconded by Dave Woods to purchase a Ford 350 Transit bus off the State Contract in an amount not to exceed \$53,000.00 with funds coming from the Senior Bus Capital Reserve. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #237-2017 brought by Joseph Giordano, Dave Woods to refer the proposed amendment to Local Law #1 of 2011 regarding Residential in the Commercial Zone to the Town Planning Board. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

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Resolution #238-2017 brought by Fred Hunsdon, seconded by Dorcey Crammond to schedule a public informational meeting for Thursday, August 24th at 6:00 p.m. regarding Airport projects. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #239-2017 brought by Fred Hunsdon, seconded by Dave Woods authorizing AES to assist with Water & Sewer EDU Re-assessment study. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #240-2017 brought by Fred Hunsdon, seconded by Dorcey Crammond authorizing the creation of new budget accounts as follows:

- A.3120.496 Police Personnel Screening
- A.1320.496 Finance Personnel Screening
- A.6772.496 Senior Bus Driver Personnel Screening
- A.3620.131 Codes Part-Time Clerk
- A.3120.112 Interim Chief

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

Resolution #241-2017 brought by Fred Hunsdon, seconded Dave Woods authorizing the following budget adjustments:

- | | | |
|-----------------|---|------------|
| • A.2389 | Other Govt. Revenue | \$2,860.00 |
| • A.6989.400 | Replace street light w/ grant funds from CDDH | \$2,000.00 |
| • A.3620.131 | Codes PT Clerk reimbursed by grant | \$860.00 |
| • A.0780.018 | C/R Buildings | \$43,722 |
| • A.1620.462 | Buildings Repairs and Maintenance | \$43,722 |
| • SS06.0909 | Unreserved Fund Balance | \$3,920 |
| • SS06.8130.400 | Sewage Treatment & Disposal | \$3,920 |

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

Resolution #242-2017 brought by Joseph Giordano, seconded by Fred Hunsdon authorizing the following budget transfers:

- | | | |
|--------------|-----------------------------|---------------|
| • A.1990.400 | Contingency | (\$14,272.04) |
| • A.1930.400 | Judgment & Claims | \$24.00 |
| • A.9050.800 | Unemployment Insurance | \$103.62 |
| • A.1320.496 | Finance Personnel Screening | \$17.00 |

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- A.7140.425 Sewer Beach Increases \$834.00
- A.3620.414 Codes Second Tablet (second tablet for new SW) \$541.22
- A.3120.220 Police Equipment \$12,752.20

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

Mrs. Van Wert, Mr. McCarthy and Mr. Dinolfo are here today to discuss staffing and bookkeeping in the Town's finance department. (a memo is in a previous meeting minutes).

Mr. Dinolfo is doing the Single Audit, this is done when the town receives a certain amount of funding from Federal monies. In 2015 we received monies from FEMA and for the Airport. We will need another audit for 2016. He must prepare a schedule of expenditures and then Audit the AUD. The Town of Ticonderoga receives a lot of funding from the Federal Government making it a complex and time consuming process.

Mr. McCarthy added that the difficulty is having the people here who were responsible for the draw downs and they are not. The numbers we are working with are from the 2013 AUD and those did not agree with 2014 monies. We are playing catch up and the accounting system that you utilize is one of the most difficult systems out there. You really need another full-time person on your staff. This is much more than what he signed up for.

Mrs. Van Wert also explained that the board did hire a part-time, temporary clerk, but she will be leaving soon. This is very tedious and complicated work identifying the issues and then rectifying the issues.

Mr. McCarthy stated that the worst thing that this Town can do is file late and inaccurate reports that will jeopardize future funding. It would be fiscally prudent to pay a full time employee and it is not him. This town is big enough and complex enough to have a controller. (controller not comptroller).

Discussion was held on the problems that we are facing and where to advertise for such a position.

Resolution #243-2017 brought by Fred Hunsdon, seconded by Dave Woods to advertise for a full-time, with benefits controller level position in the Sun (including Vermont locations), Post Star and Press Republican. **All in Favor** Joseph Giordano - Aye, Fred Hunsdon - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

Meeting adjourned at 10:13 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

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**Town Board Finance Meeting
Thursday, August 2nd, 2017 at 9:00 A.M.
Agenda**

- RESOLUTION to go out bid for various alterations to the Community Building
- RESOLUTION to set the Standard Work Day for Elected Positions for James O’ Bryan
- RESOLUTION to acknowledge Kent Belden’s retirement effective August 31st, 2017
- RESOLUTION to accept the resignation of Vic Scuderi effective July 5th, 2017
- RESOLUTION to purchase the Ford 350 Transit Bus off the State Contract (#) in an amount not to exceed \$53,000 with funds coming from the Senior Bus Capital Reserve
- RESOLUTION to refer the proposed amendment to LL #1 of 2011 regarding Residential in the Commercial Zone to the Town Planning Board
- RESOLUTION to schedule a public informational meeting for Thursday, August 24th at 6pm
- RESOLUTION authorizing AES to assist with Water & Sewer EDU Re-assessment study
- RESOLUTION authorizing the creation of new budget accounts
 - A.3120.496 Police Personnel Screening
 - A.1320.496 Finance Personnel Screening
 - A.6772.496 Senior Bus Driver Personnel Screening
 - A.3620.131 Codes Part-Time Clerk
 - A.3120.112 Interim Chief
- RESOLUTION authorizing the following budget adjustments
 - A.2389 Other Govt. Revenue \$2,860.00
 - A.6989.400 Replace street light w/ grant funds from CDDH \$2,000.00
 - A.3620.131 Codes PT Clerk reimbursed by grant \$860.00

Increase revenue and appropriations from Clinton Co Dept of Health grant

 - A.0780.018 C/R Buildings \$43,722
 - A.1620.462 Buildings Repairs and Maintenance \$43,722

Increase appropriations from CR Buildings for ADA accessibility project

 - SS06.0909 Unreserved Fund Balance \$3,920

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- SS06.8130.400 Sewage Treatment & Disposal \$3,920

To cover Hague pump station study costs

- RESOLUTION authorizing the following budget transfers
 - A.1990.400 Contingency (\$14,272.04)
 - A.1930.400 Judgment & Claims \$24.00
 - A.9050.800 Unemployment Insurance \$103.62
 - A.1320.496 Finance Personnel Screening \$17.00
 - A.7140.425 Sewer Beach Increases \$834.00
 - A.3620.414 Codes Second Tablet (second tablet for new SW) \$541.22
 - A.3120.220 Police Equipment \$12,752.20
- Discussion regarding Status update of Finance Department