

**Minutes for the Ticonderoga End-of-Year Meeting held on
December 30, 2019 commencing at 9:00 a.m.**

Present: Joseph M. Giordano, Supervisor
Joyce Cooper, Councilwoman
Wayne Taylor, Councilman
Dorcey Crammond, Councilwoman
Dave Woods, Councilman
Tonya M. Thompson, Town Clerk

Others: Councilman Elect Mark Russell, Councilman Elect Tom Cunningham, Chattie Van Wert, Frank Basile, T.J. & Phil Huestis, Tina Huestis, Suzanne Middlebrook

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

Public Hearing - Proposed Local Law amending the Zoning Ordinance regarding special use permits, site plan review, solar related uses, allowed uses, definitions, and ground disturbance among other amendments.

Supervisor Giordano explained the history of this public hearing and added that at the last board meeting a few concerns were brought up regarding the distance required from a residence and how much agricultural land is to be used. There is already a process to follow if anyone would like to request a variance when it comes to the distance required from a residence (even though it was discussed to lower it from 600 feet to 300 feet) and the board did agree to allow the use of 50% of the entire area for the agricultural use.

Public hearing closed at 9:23 a.m.

Resolution #506-2019 brought by Wayne Taylor, seconded by Joyce Cooper to adopt Local Law #2 of 2019 for a proposed Local Law amending the Town Zoning Ordinance. (ON FILE) **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #507-2019 brought by Joseph Giordano, seconded by Wayne Taylor to file the annual Receiver of Taxes Notice. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #508-2019 brought by Joyce Cooper, seconded by Joseph Giordano approving the letter of Authorization for the Amherst Avenue Traffic Study to come from general engineering funds A.1440.493. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #509-2019 brought by Wayne Taylor, seconded by Joyce Cooper approving the Contract with Essex County DPW for Maintenance. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #510-2019 brought by Dave Woods, seconded by Wayne Taylor approving the contract with Essex County DPW for Snow & Ice Removal. **All in Favor** Joseph Giordano -

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Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye.
Opposed - none. Carried.

Resolution #511-2019 brought by Dorcey Crammond, seconded by Wayne Taylor accepting the retirement announcement of Chattie Van Wert effective December 31, 2019. (The board thanked Mrs. Van Wert for all her work). **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #512-2019 brought by Joseph Giordano, seconded by Dorcey Crammond authorizing the creation of new budget accounts. A.8160.250 Transfer Station Security Gates. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #513-2019 brought by Joseph Giordano, seconded by Joyce Cooper authorizing the following budget adjustments:

- A.2350.004 Youth Services GORE Mtn Ski Program Revenue \$12,444.00
 - A.7310.400 Youth Services GORE Mtn Ski Program Expense \$12,444.00
- Record Revenue Received and Expense Payable for GORE Mountain Youth Ski Program**

All in Favor Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed - none. Carried.**

Resolution #514-2019 brought by Dorcey Crammond, seconded by Wayne Taylor authorizing the following budget transfers:

- A.1110.810 Courts NYS Retirement (\$1,506.13)
- A.1110.477 Courts Education & Training (\$652.53)
- A.1110.121 Courts Personnel \$647.76
- A.1110.411 Courts Office Supplies \$252.00
- A.1110.861 Courts Employee Benefits Medical Ins \$1258.90
- A.1220.121 Supervisor Personnel (\$1,551.52)
- A.1310.131 Finance Personnel \$756.40
- A.1310.830 Finance Soc. Sec. & Medicare \$223.55
- A.1310.863 Finance Med. Ins. Buy-Out \$172.25
- A.1310.861 Finance Employee Benefits Medical Ins \$399.32
- A.1355.477 Assessor Training (\$64.27)
- A.1355.111 Assessor Personnel \$4.00
- A.1355.478 Assessor Fees \$60.00
- A.1355.830 Assessor Soc. Security & Medicare \$0.27
- A.1410.121 Town Clerk Personnel (\$973.64)
- A.1410.499 Town Clerk Professional Contractual \$12.00
- A.1410.830 Town Clerk Soc. Sec. & Medicare \$190.81
- A.1410.861 Town Clerk Employee Benefits Medical Ins \$770.83
- A.1620.810 Buildings NYS Retirement (\$12.77)
- A.1620.861 Buildings Employee Benefits Medical Ins \$12.77
- A.1620.463 Parks & Rec. (\$934.15)

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| | | |
|--------------|---|--------------|
| • A.1660.210 | Central Storeroom Equipment/Chairs | \$934.15 |
| • A.3120.461 | Police General Supplies | (\$456.36) |
| • A.3120.464 | Police Motor Fuel | \$456.36 |
| • A.3520.410 | Animal Control Contractual | (\$1.04) |
| • A.3520.111 | Animal Control Personnel | \$0.66 |
| • A.3520.830 | Animal Control Soc. Sec. & Medicare | \$0.38 |
| • A.3620.810 | Codes NYS Retirement | (\$761.39) |
| • A.3620.861 | Codes Employee Benefits Medical Ins | \$761.39 |
| • A.5010.477 | Supt. Highway Ed & Training | (\$60.59) |
| • A.5010.112 | Supt. Highway Personnel | \$0.05 |
| • A.5010.861 | Supt. Highway Employee Benefits Medical Ins | \$48.89 |
| • A.5010.870 | Supt. Highway Employee Benefits Vision | \$11.65 |
| • A.5132.422 | General Garage Heating Oil | (\$440.26) |
| • A.5132.462 | General Garage Bldg. Rep. & Maintenance | \$440.26 |
| • A.7310.479 | Youth Contractual Services | (\$239.14) |
| • A.7310.461 | Youth General Supplies | \$239.14 |
| • A.7410.121 | Library Personnel | (\$614.81) |
| • A.7410.111 | Library Personnel | \$332.43 |
| • A.7410.475 | Library Audio-Video Supplies | \$246.58 |
| • A.7410.861 | Library Employee Benefits Medical Ins | \$35.80 |
| • A.8010.810 | Zoning NYS Retirement | (\$0.06) |
| • A.8010.111 | Zoning Personnel | \$0.06 |
| • A.8020.810 | Planning NYS Retirement | (\$0.24) |
| • A.8020.830 | Planning Soc. Sec. & Medicare | \$0.24 |
| • A.8160.196 | Transfer Station Holiday Pay | (\$1,982.00) |
| • A.8160.111 | Transfer Station Personnel | \$709.60 |
| • A.8160.121 | Transfer Station Personnel | \$636.20 |
| • A.8160.122 | Transfer Station Personnel | \$636.20 |
| • A.8510.461 | Comm. Beautification General Supplies | (\$374.74) |
| • A.8510.469 | Comm. Beautification Uniform Allowance | (\$220.01) |
| • A.8510.496 | Comm. Beautification Personnel Screening | (\$38.74) |
| • A.8510.101 | Comm. Beautification Personnel | \$633.49 |
| • A.8810.462 | Cemeteries Bldg. Rep & Maintenance | (\$122.04) |
| • A.8810.464 | Cemeteries Motor Fuel | \$122.04 |
| • A.9060.823 | Retiree Medicare | (\$2,049.64) |
| • A.9060.811 | Retiree Medical Ins | \$41.26 |
| • A.9060.821 | Retiree Medicare Part C | \$1,976.90 |
| • A.9089.800 | Guardian Vision | \$31.48 |

Redistribute funding from within General accounts in the same department

| | | |
|--------------|--------------------------------|---------------|
| • A.1989.400 | General Contingency | (\$25,050.01) |
| • A.1440.493 | General Engineer | \$3,263.65 |
| • A.1620.462 | Buildings Repair & Maintenance | \$13,750.29 |

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- A.8160.250 Transfer Station Security Gates \$5,970.00
- A.8160.861 Transfer Station Employee Benefits Medical Ins. \$2,066.07

Fund over-expended General accounts from Contingency (Remaining Balance \$21,541)

- DA.5110.466 Highway General Road Materials (\$483.17)
- DA.5110.464 Highway General Motor Fuel \$483.17
- DA.5142.112 Highway Personnel Position 2 (\$77.76)
- DA.5142.115 Highway Personnel Position 5 \$77.76
- DA.5142.466 Highway Road Materials (Winter) (\$16,841.31)
- DA.5130.230 Highway Equipment – Grizzly Screen (for salt) \$16,530.00
- DA.5130.465 Highway Vehicle/Repair & Maintenance \$233.55
- DA.5142.115 Highway Personnel Position 5 \$77.76

Redistribute funding from within Highway accounts

- SS05.8110.121 Central Sewer Personnel Position 2 (\$289.19)
- SS05.8110.111 Central Sewer Personnel WWTP Operator \$289.19
- SS05.8120.131 Central Sewer Clerical (\$324.52)
- SS05.8120.132 Central Sewer Maintenance Personnel \$324.52
- SS05.8120.466 Central Sewer Collection System Materials (\$6.86)
- SS05.8120.464 Central Sewer Motor Fuel \$6.86
- SS05.8130.421 Central Sewer WWTP Electric (\$382.44)
- SS05.8130.121 Central Sewer WWTP Opr 1 \$0.40
- SS05.8130.461 Central Sewer General Supplies \$98.04
- SS05.8130.499 Central Sewer Lab Medical Testing \$284.00

Redistribute funding from within Central Sewer accounts

- SW06.8320.479 Central Water Source/Supply/Power (\$3,282.75)
- SW06.1440.400 Central Water Engineer Contractual \$3,282.75

Fund Board Res#372-2019 Engr Report for meters & Bypass water line (RD Report)

- SW06.8310.131 Central Water Clerical (\$433.79)
- SW06.8310.111 Central Water WWTP Supr. \$433.79
- SW06.8310.411 Central Water Admin. Office Supplies (\$109.18)
- SW06.8310.468 Central Water Admin. Safety Supplies \$109.18
- SW06.8340.191 Central Water Trans & Dist. OT (\$1,012.53)
- SW06.8320.191 Central Water Source/Supply/Power OT \$1,012.53
- SW06.8320.421 Central Water Source/Supply/Power Electric (\$2,706.79)
- SW06.8320.422 Central Water Source/Supply/Power Htg Oil \$309.19
- SW06.8320.461 Central Water Source/Supply/Power Gen Supp. \$64.00
- SW06.8320.465 Central Water Source/Supply/Power Chem. \$2,333.60
- SW06.8340.111 Central Water Trans & Dist. WWTP Super. (\$1,335.29)
- SW06.8340.466 Central Water Trans & Dist. Mat. & Supp. \$378.59
- SW06.8340.861 Central Water Trans & Dist. EE Med. Ins. \$956.70

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Redistribute funding from within Central Water accounts

All in Favor Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

Resolution #515-2019 brought by Joyce Cooper, seconded by Dave Woods to Pay Abstract #13 of 2019. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

Town of Ticonderoga

| Board Meeting Date 12/30/19 | |
|--|---------------------|
| Gross Payroll #26 | \$98,128.34 |
| Trust & Agency Total | \$98,128.34 |
| | |
| ABSTRACT #13 | 12/30/2019 |
| General (A) | \$38,746.38 |
| CD20 LaChute Trail Connector | |
| CD21 LISC Zombie | |
| CM Library Trust Special | |
| Highway (DA) | \$11,402.40 |
| H17 - Ticonderoga Airport Improvements | |
| H36 - C/P Chilson Res. Replacement | \$3,663.26 |
| H48 - FEMA Chilson Water Main | |
| H49 - GIGP Daylight Streaming | |
| H50 - C/P WQJP WWTP Disinfection | \$7,724.41 |
| H51 - Res & Design French Sawmill | |
| H53 - Clean Water Main Project | \$44,715.35 |
| H54 - LaChute Signage Grant | |
| H56 - Sewer Pollution Right to Know | |
| H57 - Parking Lot Cannonball Path | |
| H58 - WWTP HVAC Project | |
| H59 - LCBP Storm Water Sewer Separation | |
| H61 - Chilson/Eagle Lake Water Exploration | \$2,160.00 |
| PN - Permanent Fund Mt. Hope Cemetery | |
| SF01- Ticonderoga Fire District | |
| SF02 - Chilson Fire District | |
| Claymore Sewer District (SS01) | |
| Park Ave Sewer District (SS02) | |
| Alex Ave Sewer District (SS03) | |
| Homelands Sewer Dist (SS04) | |
| Central Sewer (SS05) | \$9,335.74 |
| Commerce Park Sewer (SS06) | |
| Delano Point Sewer (SS07) | |
| Baldwin Road Sewer Dist (SS08) | |
| Black Point Road Sewer (SS09) | |
| Hague Road Sewer (SS10) | |
| 9N & 74 Sewer (SS11) | |
| 9N & 74 Water (SW01) | |
| Street Road Water (SW02) | |
| Alex Avenue I Water District (SW03) | |
| Homelands Water District (SW04) | |
| Alex Ave II Water District (SW05) | |
| Central Water (SW06) | \$19,383.52 |
| Park Ave Water Dist (SW07) | |
| Shore Airport Water (SW09) | |
| Multi Account Total | \$137,131.06 |
| Total Expenditures This Abstract | \$235,259.40 |

Resolution #516-2019 brought by Wayne Taylor, seconded by Dorcey Crammond to award the 2012 Transit Bus bid to Tracy Mauran in the amount of \$300.00. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

**Minutes for the Ticonderoga End-of-Year Meeting held on
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Supervisor Giordano discussed proposed changes in the Town's Personnel Policy that is up for adoption today.

- Elected officials (designate full-time and part-time)
- Library Manager (title change)
- Pre-employment (residency preference)
- Immediate family (designate)
- Change in Numbering of sections
- Exit Interviews
- Arriving & Leaving off from work schedule
- Rest Breaks
- Emergency
- Time records
- Expense Reimbursement
- Travel Reimbursement
- Use of Cell Phone
- Social Media
- Credit Care
- Vol. Fire/Emergency Responders
- Unpaid Leave - FMLA
- Wage & Salary
- OT/Comp Time
- Holiday
- Vacation
- Accumulation
- Continuous - leave of absence
- Sick
- Personnel
- Police Chief
- Health Ins. Program
- Eligibility
- Premium Payment
- Medical Ins.
- Buy-out
- Dental
- Vision
- Life Ins.
- Flex Spending accounts
- Bereavement

Resolution #517-2019 brought by Wayne Taylor, seconded by Dave Woods to accept the Town's Personnel Policy as presented. **All in Favor** Joseph Giordano - Aye, Joyce Cooper - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Dave Woods - Aye. **Opposed** - none. **Carried.**

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Meeting adjourned at 10:10 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

Special Town Board Finance Meeting

December 30, 2019 @ 9:00 AM

Agenda

Public Hearing

- Regarding a proposed local law amending the Zoning Ordinance regarding special use permits, site plan review, solar related uses, allowed uses, definitions, and ground disturbance among other amendments

RESOLUTION to adopt Local Law _ of 2019 – A Proposed Local Law Amending the Town Zoning Ordinance

RESOLUTION to announce the notice that the Town is in receipt of the 2020 taxes

RESOLUTION to approve Letter of Authorization for the Amherst Avenue Traffic Study to come from general engineering funds A.1440.493

RESOLUTION to approve the Contract with Essex County DPW for Maintenance

RESOLUTION to approve the Contract with Essex County DPW for Snow & Ice Removal

RESOLUTION to accept the retirement announcement of Chattie Van Wert eff. Dec. 31, 2019

RESOLUTION authorizing the creation of new budget accounts

- A.8160.250 Transfer Station Security Gates

RESOLUTION authorizing the following budget adjustments

- A.2350.004 Youth Services GORE Mtn Ski Program Revenue \$12,444.00
 - A.7310.400 Youth Services GORE Mtn Ski Program Expense \$12,444.00
- Record Revenue Received and Expense Payable for GORE Mountain Youth Ski Program**

RESOLUTION authorizing the following budget transfers

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- A.1110.477 Courts Education & Training (\$652.53)
- A.1110.121 Courts Personnel \$647.76
- A.1110.411 Courts Office Supplies \$252.00
- A.1110.861 Courts Employee Benefits Medical Ins \$1258.90
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- A.1310.830 Finance Soc. Sec. & Medicare \$223.55
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| • A.1355.111 | Assessor Personnel | \$4.00 |
| • A.1355.478 | Assessor Fees | \$60.00 |
| • A.1355.830 | Assessor Soc. Security & Medicare | \$0.27 |
| • A.1410.121 | Town Clerk Personnel | (\$973.64) |
| • A.1410.499 | Town Clerk Professional Contractual | \$12.00 |
| • A.1410.830 | Town Clerk Soc. Sec. & Medicare | \$190.81 |
| • A.1410.861 | Town Clerk Employee Benefits Medical Ins | \$770.83 |
| • A.1620.810 | Buildings NYS Retirement | (\$12.77) |
| • A.1620.861 | Buildings Employee Benefits Medical Ins | \$12.77 |
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| • A.1660.210 | Central Storeroom Equipment/Chairs | \$934.15 |
| • A.3120.461 | Police General Supplies | (\$456.36) |
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| • A.3520.111 | Animal Control Personnel | \$0.66 |
| • A.3520.830 | Animal Control Soc. Sec. & Medicare | \$0.38 |
| • A.3620.810 | Codes NYS Retirement | (\$761.39) |
| • A.3620.861 | Codes Employee Benefits Medical Ins | \$761.39 |
| • A.5010.477 | Supt. Highway Ed & Training | (\$60.59) |
| • A.5010.112 | Supt. Highway Personnel | \$0.05 |
| • A.5010.861 | Supt. Highway Employee Benefits Medical Ins | \$48.89 |
| • A.5010.870 | Supt. Highway Employee Benefits Vision | \$11.65 |
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| • A.8160.111 | Transfer Station Personnel | \$709.60 |
| • A.8160.121 | Transfer Station Personnel | \$636.20 |
| • A.8160.122 | Transfer Station Personnel | \$636.20 |
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| • A.8510.469 | Comm. Beautification Uniform Allowance | (\$220.01) |
| • A.8510.496 | Comm. Beautification Personnel Screening | (\$38.74) |
| • A.8510.101 | Comm. Beautification Personnel | \$633.49 |
| • A.8810.462 | Cemeteries Bldg. Rep & Maintenance | (\$122.04) |

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| • A.8810.464 | Cemeteries Motor Fuel | \$122.04 |
| • A.9060.823 | Retiree Medicare | (\$2,049.64) |
| • A.9060.811 | Retiree Medical Ins | \$41.26 |
| • A.9060.821 | Retiree Medicare Part C | \$1,976.90 |
| • A.9089.800 | Guardian Vision | \$31.48 |

Redistribute funding from within General accounts in the same department

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|--------------|---|---------------|
| • A.1989.400 | General Contingency | (\$25,050.01) |
| • A.1440.493 | General Engineer | \$3,263.65 |
| • A.1620.462 | Buildings Repair & Maintenance | \$13,750.29 |
| • A.8160.250 | Transfer Station Security Gates | \$5,970.00 |
| • A.8160.861 | Transfer Station Employee Benefits Medical Ins. | \$2,066.07 |

Fund over-expended General accounts from Contingency (Remaining Balance \$21,541)

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|---------------|---|---------------|
| • DA.5110.466 | Highway General Road Materials | (\$483.17) |
| • DA.5110.464 | Highway General Motor Fuel | \$483.17 |
| • DA.5142.112 | Highway Personnel Position 2 | (\$77.76) |
| • DA.5142.115 | Highway Personnel Position 5 | \$77.76 |
| • DA.5142.466 | Highway Road Materials (Winter) | (\$16,841.31) |
| • DA.5130.230 | Highway Equipment – Grizzly Screen (for salt) | \$16,530.00 |
| • DA.5130.465 | Highway Vehicle/Repair & Maintenance | \$233.55 |
| • DA.5142.115 | Highway Personnel Position 5 | \$77.76 |

Redistribute funding from within Highway accounts

| | | |
|-----------------|---|------------|
| • SS05.8110.121 | Central Sewer Personnel Position 2 | (\$289.19) |
| • SS05.8110.111 | Central Sewer Personnel WWTP Operator | \$289.19 |
| • SS05.8120.131 | Central Sewer Clerical | (\$324.52) |
| • SS05.8120.132 | Central Sewer Maintenance Personnel | \$324.52 |
| • SS05.8120.466 | Central Sewer Collection System Materials | (\$6.86) |
| • SS05.8120.464 | Central Sewer Motor Fuel | \$6.86 |
| • SS05.8130.421 | Central Sewer WWTP Electric | (\$382.44) |
| • SS05.8130.121 | Central Sewer WWTP Opr 1 | \$0.40 |
| • SS05.8130.461 | Central Sewer General Supplies | \$98.04 |
| • SS05.8130.499 | Central Sewer Lab Medical Testing | \$284.00 |

Redistribute funding from within Central Sewer accounts

| | | |
|-----------------|------------------------------------|--------------|
| • SW06.8320.479 | Central Water Source/Supply/Power | (\$3,282.75) |
| • SW06.1440.400 | Central Water Engineer Contractual | \$3,282.75 |

Fund Board Res#372-2019 Engr Report for meters & Bypass water line (RD Report)

| | | |
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| • SW06.8310.131 | Central Water Clerical | (\$433.79) |
| • SW06.8310.111 | Central Water WWTP Supr. | \$433.79 |

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| • SW06.8310.411 | Central Water Admin. Office Supplies | (\$109.18) |
| • SW06.8310.468 | Central Water Admin. Safety Supplies | \$109.18 |
| • SW06.8340.191 | Central Water Trans & Dist. OT | (\$1,012.53) |
| • SW06.8320.191 | Central Water Source/Supply/Power OT | \$1,012.53 |
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| • SW06.8320.422 | Central Water Source/Supply/Power Htg Oil | \$309.19 |
| • SW06.8320.461 | Central Water Source/Supply/Power Gen Supp. | \$64.00 |
| • SW06.8320.465 | Central Water Source/Supply/Power Chem. | \$2,333.60 |
| • SW06.8340.111 | Central Water Trans & Dist. WWTP Super. | (\$1,335.29) |
| • SW06.8340.466 | Central Water Trans & Dist. Mat. & Supp. | \$378.59 |
| • SW06.8340.861 | Central Water Trans & Dist. EE Med. Ins. | \$956.70 |

Redistribute funding from within Central Water accounts

RESOLUTION to pay the abstract

RESOLUTION to adopt the Employee Handbook with updated revisions