

Minutes from the Ticonderoga Monthly Financial Meeting with any other Lawful Business conducted on May 25, 2023, commencing at 8:30 a.m.

Present: Mark A. Wright, Supervisor
Dave Woods, Councilman
Joyce Cooper, Councilwoman
Tom Thatcher, Councilman
Tonya M. Thompson, Town Clerk

Absent: Tom Cunningham, Councilman

Others: Vic LaVallee, Frank Sheldon, Buzzy Palmer

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

Resolution #238-2023 brought by Dave Woods, seconded by Joyce Cooper authorizing a refund for water-sewer fees for Map Parcel 160.42-1-27.100, Joseph and Ellen Sinisgalli. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #239-2023 brought by Tom Thatcher, seconded by Dave Woods authorizing the Supervisor to sign the grant closeout package for Runway 2-20 Pavement Rehabilitation - Design project. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #240-2023 brought by Mark Wright, seconded by Joyce Cooper authorizing the Supervisor to accept and sign the FAA Grant Agreement, upon receipt (expected June 27), for the Runway 2-20 Pavement Rehabilitation - Design project and approve and execute associated contracts with Passero and project contactor (Rifenburg Construction, Inc.). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #241-2023 brought by Dave Woods, seconded by Tom Thatcher to amend Resolution #218-2023 to hire Brandy Kennedy as Counselor in Training, correcting it to Brady Kennedy. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #242-2023 brought by Joyce Cooper, seconded by Dave Woods to appoint Corinna Woods to the position of Day Camp Director, effective June 3, 2023, at the rate of \$21.50/hr., no benefits. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #243-2023 brought by Tom Thatcher, seconded by Joyce Cooper to appoint Lindsay Jordon to the position of Assistant Day Camp Director, effective June 3, 2023, at the rate of \$16.50/hr., no benefits. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

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Resolution #244-2023 brought by Dave Woods, seconded by Tom Thatcher to send Tanner Wright and Brian Veneto to the NYSAWWA Basic Laboratory Skills course in Peru on October 17, 2023. The cost is \$100.00 per person plus meal reimbursement. Transportation via a municipal vehicle. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #245-2023 brought by Tom Thatcher, seconded by Joyce Cooperto send Tanner Wright and Brian Veneto to the NYSAWWA Operator Topics Plus course in Peru on October 18, 2023. The cost is \$85.00 per person plus meal reimbursement. Transportation via a municipal vehicle. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #246-2023 brought by Tom Thatcher, seconded by Joyce Cooper to amend Resolution #119-2023 moved by Dave Woods and seconded by Tom Cunningham to change the Activated Sludge Course attendance date from June 20-23 to May 29 to June 2. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #247-2023 brought by Tom Thatcher, Dave Woods authorizing the creation of a purchase order in the amount of \$9,180.00, to Frank J. Ryan & Sons, Inc. to paint the filter vessel. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #248-2023 brought by Dave Woods, seconded by Tom Thatcher authorizing the creation of a purchase order in the amount of \$1,324.00, to Midway Industrial Supply for a Jesco self-dumping hopper 1 cu yard. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #249-2023 brought by Tom Thatcher, seconded by Joyce Cooper authorizing the creation of a purchase order in the amount of \$2,390.00, to Midway Industrial Supply for Jescraft 8 cu ft concrete Georgia buggy (2). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #250-2023 brought by Dave Woods, seconded by Tom Thatcher authorizing the creation of a purchase order in the amount of \$1,498.80, to AAI A Power-Flo Technologies Company for RAB WPF A60 Indoor Lights (12). **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #251-2023 brought by Mark Wright, seconded by Dave Woods authorizing the submission of a grant application by the Essex County Office of Community Resources on behalf of the Town of Ticonderoga, including provision of the 10% local match requirement, to request State funding for the purposes of hiring a consultant to coordinate a community-based planning process and prepare an update to the Ticonderoga Comprehensive Plan and authorizing the Supervisor to execute all necessary documents relating to the NYS Department of State 2023 Environmental Protection Fund (EPF) Smart Growth Community Planning and Zoning Grant

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Program application. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

TOWN BOARD OF THE TOWN OF TICONDEROGA

COUNTY OF ESSEX, STATE OF NEW YORK

Resolution Number 251 of 2023

Adopted May 25, 2023

Introduced by Mark A. Wright

Who moved its adoption.

Seconded by Dave Woods

RESOLUTION TO APPLY FOR GRANT FUNDING THROUGH THE ENVIRONMENTAL PROTECTION FUND (EPF) SMART GROWTH PROGRAM FOR COMMUNITY PLANNING AND ZONING

WHEREAS, the New York State Department of State has made grant funds available in 2023 through the Environmental Protection Fund (EPF) Smart Growth Program for Community Planning and Zoning, which provides grant funds on a competitive basis to eligible villages, towns, cities, counties, regional planning entities, and non-profit organizations, to advance the preparation of municipal comprehensive plans to establish land use policies which support smart growth and clean energy principles for the community; and

WHEREAS, the Town of Ticonderoga is proposing to undertake a comprehensive planning process that will update the community's existing Comprehensive Plan, in order to assess current land use policies and establish new policies that more accurately reflect the community's current conditions, opportunities and goals for smart growth development and clean energy principles; and

WHEREAS, the Town of Ticonderoga intends to submit a grant application to request funding through the 2023 EPF Smart Growth Community Planning and Zoning Grant Program, with a ten percent (10%) local match requirement, to the NYS Department of State EPF Smart Growth Community Planning and Zoning Grant Program; and

BE IT RESOLVED, the Ticonderoga Town Board hereby ~~authorizes the~~ submission of a grant application on behalf of the Town of Ticonderoga, including provision of the 10% local match requirement, to request State funding for the purposes of hiring a consultant to coordinate a community-based planning process and prepare an update to the Ticonderoga Comprehensive Plan; and;

BE IT FURTHER RESOLVED, that if awarded, the Town Supervisor of the Town of Ticonderoga is hereby authorized to execute all necessary documents relating to the NYS Department of State 2023 EPF Smart Growth Community Planning and Zoning Grant Program application.

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Resolution #252-2023 brought by Dave Woods, seconded by Tom Thatcher to waive the 30-day notification period regarding a license change by the Employees' Mutual Association of Ticonderoga, Inc. from a Club Liquor License to an On-Premises Liquor License. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #253-2023 brought by Joyce Cooper, seconded by Dave Woods authorizing a phone upgrade for the Dog Control Officer from a flip-phone (\$14.99/month plan) to a free iPhone 12 and \$30.99/month plan. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #254-2023 brought by Joyce Cooper, seconded by Tom Thatcher to accept the AES proposal in response to the WPCP & Collection System Upgrades – Preliminary Design Project RFQ. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #255-2023 brought by Dave Woods, seconded by Joyce Cooper authorizing the creation of new accounts:

A.1340.496 Budget Personnel Screen – Drug/Alcohol/Hearing

For General employee drug screening.

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

Resolution #256-2023 brought by Dave Woods, seconded by Tom Thatcher authorizing the following budget transfers:

A.7310.112	Youth Program Asst. Rec. Supervisor	(\$6,100.00)
A.7140.151	Day Camp Director, Playgrounds & Rec.	\$5,300.00
A.7140.161	Assistant Day Camp Director, Playgrounds & Rec.	\$800.00

Transfer funds to cover underbudgeted accounts.

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

DISCUSSION: Transfer Station C&D improvement - \$10K. Work is being done in-house, money needs to be found for materials. More discussion will be had.

DISCUSSION: 130 The Portage property. RFQ and Japanese Mountain weed issue. Possible Land Trust property – Memo from PRIDE. More discussion will be had.

DISCUSSION: Ti EMS request and District formation status. They have come back and asked for an additional \$50,000.00. They have provided their financials with their revenue's and expenditure's and things are looking good. They have started the petition process to form a district. More discussion will be had.

Meeting adjourned at 8:51 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

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**Town Board Finance Meeting
May 25, 2023 @ 8:30 AM
Agenda**

Pledge

RESOLUTION authorizing a refund for water-sewer fees for Map Parcel 160.42-1-27.100, Joseph and Ellen Sinisgalli.

RESOLUTION authorizing the Supervisor to sign the grant closeout package for Runway 2-20 Pavement Rehabilitation - Design project.

RESOLUTION authorizing the Supervisor to accept and sign the FAA Grant Agreement, upon receipt (expected June 27), for the Runway 2-20 Pavement Rehabilitation - Design project and approve and execute associated contracts with Passero and project contractor (Rifenburg Construction, Inc.).

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DISCUSSION: Transfer Station C&D improvement - \$10K.

DISCUSSION: 130 The Portage property. RFQ and Japanese Mountain weed issue.

DISCUSSION: Ti EMS request and District formation status.

Other Business

Adjourn

Mrs. Tonya Thompson,
Town Clerk
Town of Ticonderoga
132 Montcalm Street,
Ticonderoga, New York 12883

Subject: Proposal for Subdivision and Development of 130 The Portage, Ticonderoga, New York

Dear Members of the Board,

I am writing to propose an impactful project for the development of the property located at 130 The Portage, Ticonderoga, New York, identified as tax map parcel 150.51-6-12.200, and described in the deed recorded in the Essex County Clerk's Office in Book 2027 of Deeds at page 112 (hereinafter referred to as the "Property").

The project envisions the donation of this parcel to the Essex County Land Bank. Therein the Land Bank will subdivide the Property into two parcels, on each of which we propose to construct a modular home. Each home will provide three bedrooms and two bathrooms, creating much-needed family housing in the area. Moreover, in alignment with the mission of the Essex County Land Bank, these homes will be specifically marketed towards local Ticonderoga residents earning between 80-120% of the Area Median Income (AMI). We anticipate the sales price for each home will not exceed \$150,000, ensuring affordability for the target demographic.

Throughout the production process, each module undergoes rigorous inspections for quality control. Once complete, they are transported to the building site. Upon arrival, these modules are lifted onto the prepared foundation and joined together according to the pre-determined design. The final stage involves the completion of interior and exterior finishes, attaching the exterior cladding, interior touch-ups, connecting utilities, and landscaping.

The total cost for this development is estimated to be \$448,940. This includes all aspects of the project, such as subdivision, site preparation, construction, landscaping, and all administrative costs.

Here is a concise 24-month timeline for the proposed project:

- **Months 1-3:**
 - 1.1. Obtain required surveys and permits
 - 1.2. Finalize subdivision plan with local planning department
- **Months 4-6:**

- 2.1. Officially subdivide the Property into two lots
- 2.2. Begin pre-construction activities, including site preparation
 - **Months 7-15:**
- 3.1. Order, deliver, and install modular homes on the subdivided lots
- 3.2. Carry out necessary site-specific adaptations and utilities connection
 - **Months 16-18:**
- 4.1. Implement landscaping and exterior finishing works
- 4.2. Carry out any necessary testing and inspections
 - **Months 19-24:**
- 5.1. Market the properties to local Ticonderoga residents at 80-120% of the area's AMI
- 5.2. Review and closeout project

We are confident in our ability to complete this project within the specified timeline, delivering high-quality housing that supports the objectives of the Essex County Land Bank.

Addendum: Approval Contingency

Please note that the proposed project and associated activities are contingent upon the approval of the Essex County Board of Supervisors. We are committed to collaborating closely with the Board, adhering to all relevant guidelines, and meeting any requirements to ensure the successful implementation of this project.

Infill Development: A Sustainable Approach to Affordable Housing

We firmly believe that our proposed infill development approach is not only sustainable but also highly beneficial to the Adirondack Park community. Here are the compelling reasons why:

1. **Preservation of Natural Spaces:** Infill development utilizes existing urban areas, reducing the pressure to encroach upon and develop untouched natural spaces. This helps preserve the unique biodiversity and natural beauty of Adirondack Park.
2. **Utilization of Existing Infrastructure:** Our project will take advantage of existing municipal services and infrastructure, such as roads, water, and sewer systems, reducing the need for new, potentially disruptive construction.
3. **Reduced Commute Times and Emissions:** By providing affordable housing in the heart of Ticonderoga, we can help reduce commute times for residents, leading to decreased traffic and lower carbon emissions.
4. **Community Revitalization:** The proposed project will transform a currently vacant lot into vibrant residential homes, contributing positively to the aesthetics, economy, and overall vitality of the community.

By creating affordable housing through infill development, we can address the pressing housing needs of the Ticonderoga community while preserving the natural integrity of Adirondack Park.

It is a sustainable solution that balances environmental stewardship with socio-economic development.

Thank you for considering this proposal. We welcome the opportunity to discuss further how this project aligns with the strategic objectives of the Essex County Land Bank, contributing positively to the community through enhanced availability of quality, affordable housing options.

Sincerely,

Nicole Justice Green
Executive Director
The Essex County Land Bank
PRIDE of Ticonderoga

