

**Minutes for the Ticonderoga Financial Meeting with any other Lawful Business
commencing at 8:30 a.m. on November 30, 2023.**

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

Absent: Tom Cunningham, Councilman

Others: Councilman Elect Heath Towne

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

Resolution #476-2023 brought by Joyce Cooper, seconded by Tom Thatcher to advertise for bids to repair the La Chute Trail trestle bridge. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #477-2023 brought by Joyce Cooper, seconded by Dave Woods to acknowledge Jennifer Charlton has declined the Activities Attendant position. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #478-2023 brought by Dave Woods, seconded by Tom Thatcher to accept the resignation, with regret, of Joseph Foote effective December 1, 2023. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #479-2023 brought by Tom Thatcher, seconded by Dave Woods to advertise for a Highway Motor Equipment Operator, with CDL license, at \$22.09/hour, with benefits. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #480-2023 brought by Joyce Cooper, seconded by Tom Thatcher authorizing the purchase of services to remove one spruce tree and one hardwood tree on Community Building lawn. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #481-2023 brought by Tom Thatcher, seconded by Dave Woods authorizing the creation of a purchase order in the amount of \$1,500 to Dedrick's Tree Service for removal of one spruce tree and one hardwood tree on Community Building lawn. Work will commence in Spring 2024, funded with ARPA monies. **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 #482-2023 brought by Joyce Cooper, seconded by Dave Woods authorizing the creation of a purchase order to Dave Ross for repairs to the cemetery vault in the amount of \$4,000. Work will be done in 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #483-2023 brought by Tom Thatcher, seconded by Dave Woods authorizing the creation of a purchase order to Action Flag for the purchase of new flags in 2024, in the amount of \$1,000. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #484-2023 brought by Dave Woods, seconded by Tom Thatcher to schedule the 2024 Organizational Meeting for January 4, 2024, at 9:00 am. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #485-2023 brought by Tom Thatcher, seconded by Joyce Cooper authorizing the Supervisor to sign a contract with Standard Medical Testing Services, a division of Mountain Medical Services for drug screening for the period of January 1, 2024, to December 31, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #486-2023 brought by Dave Woods, seconded by Joyce Cooper authorizing the Supervisor to execute a Physical Examination Agreement with Hudson Headwaters Health Network for the period January 1, 2024, through December 31, 2024. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #487-2023 brought by Dave Woods, seconded by Tom Thatcher authorizing the Supervisor to sign an agreement between the Town of Ticonderoga and the Essex County Sheriff's Office for utilizing the County on an as needed basis for pre-arraignment detention resulting from New York State imposed bail reform laws. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #488-2023 brought by Mark Wright, seconded by Dave Woods to reassign the Parks / Beautification Crew as a division of the Town of Ticonderoga Highway Department effective January 1, 2024. The purpose of this change is to improve communication and oversight and reduce costs. The Superintendent of Highways will assume supervisory responsibility over assignments, roles, and responsibilities of the Parks / Beautification Crew's employees, both full-time and seasonal. Employees of the Parks / Beautification crew will not be covered under the CSEA collective bargaining agreement and will continue to be subject to the applicable work rules, policies and procedures contained in the Town of Ticonderoga Employee Handbook. **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 #489-2023 brought by Tom Thatcher, seconded by Dave Woods authorizing the Supervisor to execute AES Letter of Authorization No. 2023-003, AES Project #5262, Lead Service Line (LSL) Inventory Engineering Report at a total estimated not to exceed fee of \$10,200.00, plus estimated reimbursable expenses of \$300.00. **All in Favor** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Absent. **Carried.**

Resolution #490-2023 brought by Tom Thatcher, seconded by Dave Woods authorizing the creation of new accounts:

- A.2390.001 Shared Municipal Services Assessor

To receive funds for shared services with other municipalities.

- A.6772.810 Programs for the Aging NYS Retirement

To expense retirement contributions.

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

Resolution #491-2023 brought by Joyce Cooper, seconded by Tom Thatcher authorizing the following budget transfers:

- A.2760 Library System Grant (\$1,639.93)
- A.7410.476 Library Books \$1,639.93

Transfer grant monies received to the expense line used for Library purchases.

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

DISCUSSION: Free Dump Day. Either May 7 or 8 to coincide with Clean-up Week (May 6-11). Possibility of extending hours to 6 pm.

DISCUSSION Part time Town Clerk.

Mrs. Thompson explained that she is looking to hire someone part-time for the last week of December, the month of January and probably the first week in February. This is an extremely busy time of year when Town and County taxes along with the Utility Billing are collected. She would like someone for longer, however; she understands the budget constraints. This will just get her through and then it can be re-evaluated. This part-time person will help with the collection of the utility billing across the counter and the mail along with phone calls. A resolution can be brought at the December meeting and the position can be funded then. A reasonable amount to fund this position may be \$2000.00. We will see how this figures out and bring it to the Town Board meeting for approval. She thanks the board for the support as the last few months have certainly been a struggle with only one person in the office.

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Meeting adjourned at 9:27 a.m.

Respectfully submitted

Town of Ticonderoga
Town Board Finance Meeting Agenda (Thursday, November 30, 2023; 8:30 a.m.)

Pledge to the Flag

Public Hearings

- None

RESOLUTION to advertise for bids to repair the La Chute Trail trestle bridge.

RESOLUTION to acknowledge Jennifer Charlton has declined the Activities Attendant position.

RESOLUTION to accept the resignation, with regret, of Joseph Foote effective December 1, 2023.

RESOLUTION to advertise for a Highway Motor Equipment Operator, with CDL license, at \$22.09/hour, with benefits.

RESOLUTION authorizing the purchase of services to remove one spruce tree and one hardwood tree on Community Building lawn.

RESOLUTION authorizing the creation of a purchase order in the amount of \$1,500 to Dedrick's Tree Service for removal of one spruce tree and one hardwood tree on Community Building lawn. Work will commence in Spring 2024, funded with ARPA monies.

RESOLUTION authorizing the creation of a purchase order to Dave Ross for repairs to the cemetery vault in the amount of \$4,000. Work will be done in 2024.

RESOLUTION authorizing the creation of a purchase order to Action Flag for the purchase of new flags in 2024, in the amount of \$1,000.

RESOLUTION to schedule the 2024 Organizational Meeting for January 4, 2024, at 9:00 am.

RESOLUTION authorizing the Supervisor to sign a contract with Standard Medical Testing Services, a division of Mountain Medical Services for drug screening for the period of January 1, 2024, to December 31, 2024.

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DISCUSSION: Free Dump Day. Either May 7 or 8 to coincide with Clean-up Week (May 6-11). Possibility of extending hours to 6 pm.

DISCUSSION Part time Town Clerk.

Capital Projects Review

- Review will begin in 2024.

Other Business

Adjourn