

**Minutes for the Ticonderoga Organizational Meeting held on January 4, 2024,  
commencing at 9:00 a.m. in the Community Building Conference Room**

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

**Others:** none

Supervisor Wright opened the Organizational Meeting with the Reciting of the Pledge of Allegiance.

No opening Remarks.

**Resolution #1-2024** brought by Heath Towne, seconded by Dave Woods to approve the following:

- 1) That Dave Woods be reappointed Deputy Supervisor with the power to sign all checks of the Town of Ticonderoga and take all other statutory powers of the deputy supervisor during the absence and/or the inability of Supervisor Wright.
- 2) That the Town Board approves the recommendation of Superintendent of Highway, Sal Barnao, to reappoint Mitchell Cole as Deputy Superintendent of Highway.
- 3) That the Town Board reapproves the recommendation of Town Clerk, Tonya Thompson to reappoint Amy Tucker as Deputy Town Clerk.
- 4) That William Dolback be reappointed Town Historian and Cemetery Sextant.
- 5) That James Gabler be reappointed as Health Officer without exclusivity, per the will of the Board.
- 6) That Paul LaRock be reappointed as Dog Control Officer.
- 7) That Tonya Thompson be reappointed Vital Statistics Registrar and Amy Tucker be appointed Deputy Vital Statistics Registrar.
- 8) That Supervisor Wright be reappointed Affirmative Action Officer.
- 9) That Brenda Wells be reappointed Chairman of the Board of Assessment Review.
- 10) That W. Doug McTyier be reappointed as Chairman of the Planning and Zoning Board.
- 11) That Tonya Thompson be reappointed to serve as Clerk for the Planning and Zoning Board.
- 12) That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor Wright and/or the Town Board, to open all competitive bids, record same and report to the Town Board.

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- 13) That Highway Superintendent and Water/Wastewater Superintendent will receive the same clothing allowance as per the respective bargaining unit for which they supervise.
- 14) That the Finance Office may make budget transfers within the primary object codes of a department without Town Board approval, but subject to Town Supervisor authorization. All other transfers and adjustments remain subject to Town Board review and consent.
- 15) That the Town of Ticonderoga continue as a member of both the New York State Association of Towns and Adirondack Association of Towns and Villages.
- 16) That Supervisor Wright be reappointed as delegate to the Association of Towns and Councilman Woods be appointed alternate.
- 17) That AES be reappointed as Engineers for the Town, without exclusivity, per the will of the Board.
- 18) That the firms of Meyer, Fuller & Stockwell, and FitzGerald, Morris, Baker, & Firth, and Orrick be reappointed Attorneys for the Town, without exclusivity, per the will of the Board.
- 19) That Honeywell Law Firm PLLC be reappointed as labor relations consultant for the Town, without exclusivity, per the will of the Board.
- 20) That Public Sector HR Consultants be reappointed as human resource consultants for the Town, without exclusivity, per the will of the Board.
- 21) That Stored Technology Solutions, Inc. be reappointed IT administrators for the Town, without exclusivity, per the will of the Board.
- 22) That the Town adopts the Procurement Policy, Investment Policy, Sexual Harassment Policy, and Workplace Violence Policy.
- 23) That Supervisor Wright designates the Housing Assistance Program of Essex County, PRIDE of Ticonderoga, and the Essex County Land Bank as our Fair Housing Officers, which is required by GOSC (Governor's Office for Small Cities).
- 24) That the Sun Community News be named official newspaper and Press Republican as alternate.
- 25) That Glens Falls National Bank, JP Morgan Chase and MBIA Class be designated as the official depositories of the Town of Ticonderoga funds.
- 26) That Supervisor Wright 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, Ticonderoga Revitalization Alliance, all as provided for in the 2024 budget.
- 27) That the Town Board authorize Supervisor Wright to file a copy of the Annual Financial Report under Town Law Section 29(10-a) to the Town after the close of the 2024 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.

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- 28) That approval of payment prior to audit, as listed in Town law, be approved for utility items, postage, and freight and other statutory items.
- 29) That the current Shared Service agreements with other Towns be approved.
- 30) That the per mile reimbursement rate be established at current IRS designated rate.
- 31) That the following are Liaisons for 2024:
- Contract Negotiation: Supervisor Wright
  - Health Insurance: Supervisor Wright
  - Cemetery: Councilmember Cooper
  - Black Watch Library: Councilmember Cooper
  - I.T./Cable TV: Councilmember Woods
  - TINADA and Prevention: Councilmember Thatcher
  - Ticonderoga Area Seniors: Councilmember Towne
- 32) That the following Standing Committees for 2024 are appointed by Supervisor Wright as permitted under Town Law Section 63:
- i. Airport  
Chair: Councilmember Thatcher  
Vice Chair: Supervisor Wright
  - ii. Buildings, Grounds, Parks, Recreation, Historic Lands, Monuments & Beach (incl Library)  
Co-Chair: Councilmember Woods  
Co-Chair: Councilmember Cooper
  - iii. Economic Development  
Chair: Supervisor Wright  
Vice Chair: Councilmember Towne
  - iv. Highway/Transfer Station  
Chair: Councilmember Woods  
Vice Chair: Supervisor Wright
  - v. Human Services Youth  
Chair: Councilmember Cooper  
Vice Chair: Councilmember Towne
  - vi. Municipal Facility Evaluation:  
Chair: Councilmember Thatcher  
Vice Chair: Councilmember Towne
  - vii. Public Safety  
Chair: Councilmember Woods  
Vice Chair: Councilmember Cooper
  - viii. Public Works:  
Chair: Supervisor Wright

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Vice Chair: Councilmember Thatcher

- 33) 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.
- 34) That all department heads formally evaluate each employee a minimum of one time by December 31, 2024. A copy of which will be placed in his or her personnel file.
- 35) That the Chief of Police will formally evaluate each officer a minimum of one time by December 31, 2024, or as per contract.
- 36) That Steve Boyce, Cheryl O'Connor, Susan Peters, Linda Cunningham, and Virginia LaPointe be reappointed to the Black Watch Library Board; that John McDonald be appointed as member emeritus; and that Jill Cunningham and Paul Jebb be added as members.
- 37) That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.
- 38) That an additional meeting of the Ticonderoga Town Board shall convene on the fourth Thursday of each month beginning at 8:30 A.M.
- 39) That the Town approve an initial funding 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.
- 40) That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.
- 41) That any long-term, contractual obligation agreements will be subject to Town Board approval.
- 42) All pay, both hourly and salary, will be based upon the year in which it was earned.
- 43) That Sherry Veneto be appointed part time Deputy Town Clerk.
- 44) That Whittemore, Downen & Ricciardelli, LLP CPAs & Business Advisors be appointed to provide accounting services, without exclusivity, per the will of the Board
- 45) That Bakertilly Municipal Advisors be appointed financial advisor services, without exclusivity, per will of the Board.

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

Meeting Adjourned at 9:11 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

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Town of Ticonderoga  
Organizational Meeting Agenda (Thursday, January 4, 2024; 9:00 a.m.)

**Pledge to the Flag**

**Opening Remarks**

**RESOLUTION** to accept the following:

- 46) That Dave Woods be reappointed Deputy Supervisor with the power to sign all checks of the Town of Ticonderoga and take all other statutory powers of the deputy supervisor during the absence and/or the inability of Supervisor Wright.
- 47) That the Town Board approves the recommendation of Superintendent of Highway, Sal Barnao, to reappoint Mitchell Cole as Deputy Superintendent of Highway.
- 48) That the Town Board reapproves the recommendation of Town Clerk, Tonya Thompson to reappoint Amy Tucker as Deputy Town Clerk.
- 49) That William Dolback be reappointed Town Historian and Cemetery Sextant.
- 50) That James Gabler be reappointed as Health Officer without exclusivity, per the will of the Board.
- 51) That Paul LaRock be reappointed as Dog Control Officer.
- 52) That Tonya Thompson be reappointed Vital Statistics Registrar and Amy Tucker be appointed Deputy Vital Statistics Registrar.
- 53) That Supervisor Wright be reappointed Affirmative Action Officer.
- 54) That Brenda Wells be reappointed Chairman of the Board of Assessment Review.
- 55) That W. Doug McTyier be reappointed as Chairman of the Planning and Zoning Board.
- 56) That Tonya Thompson be reappointed to serve as Clerk for the Planning and Zoning Board.
- 57) That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor Wright and/or the Town Board, to open all competitive bids, record same and report to the Town Board.
- 58) That Highway Superintendent and Water/Wastewater Superintendent will receive the same clothing allowance as per the respective bargaining unit for which they supervise.
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- 60) That the Town of Ticonderoga continue as a member of both the New York State Association of Towns and Adirondack Association of Towns and Villages.
- 61) That Supervisor Wright be reappointed as delegate to the Association of Towns and Councilman Woods be appointed alternate.
- 62) That AES be reappointed as Engineers for the Town, without exclusivity, per the will of the Board.
- 63) That the firms of Meyer, Fuller & Stockwell, and FitzGerald, Morris, Baker, & Firth, and Orrick be reappointed Attorneys for the Town, without exclusivity, per the will of the Board.
- 64) That Honeywell Law Firm PLLC be reappointed as labor relations consultant for the Town, without exclusivity, per the will of the Board.
- 65) That Public Sector HR Consultants be reappointed as human resource consultants for the Town, without exclusivity, per the will of the Board.
- 66) That Stored Technology Solutions, Inc. be reappointed IT administrators for the Town, without exclusivity, per the will of the Board.
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77) That the following Standing Committees for 2024 are appointed by Supervisor Wright as permitted under Town Law Section 63:

ix. Airport

Chair: Councilmember Thatcher

Vice Chair: Supervisor Wright

x. Buildings, Grounds, Parks, Recreation, Historic Lands, Monuments & Beach (incl Library)

Co-Chair: Councilmember Woods

Co-Chair: Councilmember Cooper

xi. Economic Development

Chair: Supervisor Wright

Vice Chair: Councilmember Towne

xii. Highway/Transfer Station

Chair: Councilmember Woods

Vice Chair: Supervisor Wright

xiii. Human Services Youth

Chair: Councilmember Cooper

Vice Chair: Councilmember Towne

xiv. Municipal Facility Evaluation:

Chair: Councilmember Thatcher

Vice Chair: Councilmember Towne

xv. Public Safety

Chair: Councilmember Woods

Vice Chair: Councilmember Cooper

xvi. Public Works:

Chair: Supervisor Wright

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**Public Comment**

**Adjourn**