

**Minutes for the Monthly Financial Meeting with any other Lawful Business held on
January 25, 2024 commencing at 8:30 a.m.**

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

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

Resolution #25-2024 brought by Tom Thatcher, seconded by Dave Woods authorizing the Supervisor to execute the 2024 PILOT Agreement between Mountain Lake Services and the Town of Ticonderoga. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #26-2024 brought by Joyce Cooper, seconded by Tom Thatcher to appoint the following Youth Commission Members: Joyce Cooper (chair), Heath Towne (co-chair), Pamela Moser, Tonya Thompson, Shawn Ross, Jenee Iturrino, and Katie Anderson. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #27-2024 brought by Heath Towne, seconded by Tom Thatcher authorizing the expenditure of monies for the 2024 Ticonderoga Youth Program in the amount of \$130,687.00.00. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #28-2024 brought by Dave Woods, seconded by Joyce Cooper to accept the bid proposal by Hour Electric Co., Inc. to perform miscellaneous electrical work on the Town of Ticonderoga facilities. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #29-2024 brought by Heath Towne, seconded by Dave Woods to accept the bid proposal by ADK Mountain Seasonal Care for general property cleanup. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #30-2024 brought by Dave Woods, seconded by Joyce Cooper to accept the bid proposal by Dave Ross Construction LLC for performing miscellaneous repairs and improvements on Town of Ticonderoga facilities. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #31-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the purchase of new 2024 or 2023 Dodge Durango (PPV) patrol vehicle through a NYS marketplace Mini-Bid request. Price not to exceed \$65,000. Funds to come from Police Capital Reserve. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

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Resolution #32-2024 brought by Joyce Cooper, seconded by Mark Wright authorizing the Town of Ticonderoga to act as Lead Agency as defined in 6NYCRR Part 617.2(u) for an Unlisted Action under the New York State Environmental Quality Review Act (SEQRA), for the purposes of conducting environmental review on the Lachute River Walk Trail Extension (NYS DOS Project # C1002044). **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #33-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the Supervisor to submit the 2024 Application for Federal Assistance and all other required documentation for the Airport Improvement Program – Project: Replace Airport Lighting Vault – Design. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #34-2024 brought by Tom Thatcher, seconded by Heath Towne authorizing the Supervisor to submit the 2024 Application for Federal Assistance and all other required documentation for the Airport Improvement Program – Project: Apron Expansion (Phase 1) – Design. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #35-2024 brought by Tom Thatcher, seconded by Heath Towne authorizing the Supervisor to execute final Change Order CO1F (Runway 2-20 Pavement Rehabilitation, Project No. 3-36-0196-032-2023). This documents the overruns and underruns in excess of 10%. All costs were underruns. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #36-2024 brought by Dave Woods, seconded by Joyce Cooper authorizing the Supervisor to execute NYS Homeland Security and Emergency Services Public Assistance Grant project completion and certification report and other documentation associated with severe storms and flooding (FEMA-4723-DR-NY) reimbursement. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #37-2024 brought by Tom Thatcher, seconded by Dave Woods to issue letters to three (3) landowners, as part of an environmental assessment (identified in the Airport Master Plan), introducing the potential municipal airport project to construct a full parallel taxiway and secure control over the airspace within the Runway Protection Zone and determine landowner willingness to acquire land rights through fee simple acquisition or avigation easement. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #38-2024 brought by Dave Woods, seconded by Joyce Cooper to create a Part-Time Deputy Town Clerk position. **To assist Town Clerk while Deputy Clerk is out.** **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #39-2024 brought by Tom Thatcher, seconded by Joyce Cooper authorizing the creation of new account: A.1410.122 Part Time Deputy Town Clerk **To pay Sherry**

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Veneto for the Part Time Deputy Town Clerk position. All in Favor Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #40-2024 brought by Joyce Cooper, seconded by Dave Woods to advertise for a Highway Motor Equipment Operator, with CDL license, at \$22.76/hour, with benefits. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #41-2024 Dave Woods, seconded by Tom Thatcher authorizing the purchase of multiple E-One Grinder repair parts, from Siewert Equipment. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #42-2024 brought by Tom Thatcher, seconded by Dave Woods authorizing the creation of a purchase order to Siewert Equipment for multiple E-One Grinder repair parts. Total purchase price will be \$7,622.87. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #43-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the purchase of one Western Pro Plus Steel Snowplow with mount for the Highway Department, from Trius Inc., off State contract through Sourcewell. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #44-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the creation of a purchase order in the amount of \$6,367.00, to Trius Inc., for the purchase of one Western Pro Plus Steel Snowplow with mount for the Highway Department, from State contract through Sourcewell. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #45-2024 brought Tom Thatcher, seconded by Joyce Cooper authorizing the purchase of one Western Pro Plus Steel Snowplow with mount for the Water / Sewer Department, from Trius Inc., off State contract through Sourcewell. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #46-2024 brought by Dave Woods, seconded by Tom Thatcher authorizing the creation of a purchase order in the amount of \$7,205.00, to Trius Inc., for the purchase of one Western Pro Plus Steel Snowplow with mount for the Water / Sewer Department, from State contract through Sourcewell. Purchase to be funded equally from the Water and Sewer Equipment Reserves. **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #47-2024 brought by Joyce Cooper, seconded by Tom Thatcher authorizing the following budget adjustments: A.1410.122 Part Time Deputy Town Clerk \$2,000.00 **Funding account by General Fund Balance to pay new position.** **All in Favor** Mark Wright – Aye, Dave Woods- Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

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Capital Projects Review

- Provide adequate oversight and management of capital projects.
- Maintain complete and adequate capital project accounting records or prepare monthly itemized capital project budget-to-actual reports for the Board.
- Close capital projects accounting records.

Meeting adjourned at 9:10 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

Town of Ticonderoga

Town Board Finance Meeting Agenda (Thursday, January 25, 2024; 8:30 a.m.)

Pledge to the Flag

Public Hearings

- None

RESOLUTION authorizing the Supervisor to execute the 2024 PILOT Agreement between Mountain Lake Services and the Town of Ticonderoga.

RESOLUTION to appoint the following Youth Commission Members: Joyce Cooper (chair), Heath Towne (co-chair), Pamela Moser, Tonya Thompson, Shawn Ross, Jenee Iturrino, and Katie Anderson.

RESOLUTION authorizing the expenditure of monies for the 2024 Ticonderoga Youth Program in the amount of \$130,687.00.00.

RESOLUTION to accept the bid proposal by Hour Electric Co., Inc. to perform miscellaneous electrical work on the Town of Ticonderoga facilities.

RESOLUTION to accept the bid proposal by ADK Mountain Seasonal Care for general cleanup on Town of Ticonderoga facilities.

RESOLUTION to accept the bid proposal by Dave Ross Construction LLC for performing miscellaneous repairs and improvements on Town of Ticonderoga facilities.

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RESOLUTION authorizing the Supervisor to submit the 2024 Application for Federal Assistance and all other required documentation for the Airport Improvement Program – Project: Replace Airport Lighting Vault – Design.

RESOLUTION authorizing the Supervisor to submit the 2024 Application for Federal Assistance and all other required documentation for the Airport Improvement Program – Project: Apron Expansion (Phase 1) – Design.

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RESOLUTION authorizing the Supervisor to execute NYS Homeland Security and Emergency Services Public Assistance Grant project completion and certification report and other documentation associated with severe storms and flooding (FEMA-4723-DR-NY) reimbursement.

RESOLUTION to issue letters to three (3) landowners, as part of an environmental assessment (identified in the Airport Master Plan), introducing the potential municipal airport project to construct a full parallel taxiway and secure control over the airspace within the Runway Protection Zone and determine landowner willingness to acquire land rights through fee simple acquisition or avigation easement.

RESOLUTION to create a Part-Time Deputy Town Clerk position.

To assist Town Clerk while Deputy Clerk is out.

RESOLUTION authorizing the creation of new account:

○ A.1410.122 Part Time Deputy Town Clerk

To pay Sherry Veneto for the Part Time Deputy Town Clerk position.

RESOLUTION to advertise for a Highway Motor Equipment Operator, with CDL license, at \$22.76/hour, with benefits.

RESOLUTION authorizing the purchase of multiple E-One Grinder repair parts, from Siewert Equipment.

RESOLUTION authorizing the creation of a purchase order to Siewert Equipment for multiple E-One Grinder repair parts. Total purchase price will be \$7,622.87.

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RESOLUTION authorizing the creation of a purchase order in the amount of \$7,205.00, to Trius Inc., for the purchase of one Western Pro Plus Steel Snowplow with mount for the Water / Sewer Department, from State contract through Sourcewell. Purchase to be funded equally from the Water and Sewer Equipment Reserves.

RESOLUTION authorizing the following budget adjustments:

○ A.1410.122 Part Time Deputy Town Clerk \$2,000.00

Funding account by General Fund Balance to pay new position.

Capital Projects Review

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Other Business

Adjourn