

**Minutes for the Ticonderoga Organizational Meeting held on
January 4, 2016 commencing at 2:00 p.m.**

Present: Joseph M. Giordano, Supervisor
Chattie Van Wert, Councilwoman
Dorcey Crammond, Councilwoman
Fred Hunsdon, Councilman
Wayne Taylor, Councilman
Tonya M. Thompson, Town Clerk

Others: Karla Vigliotti, Amy Quesnel, Tracy Smith, Chief Johns, David Iuliano, John Deming, Mitch Cole, Sal Barnao, John Bartlett

Supervisor Giordano opened the Organizational Meeting with the Pledge of Allegiance.

Resolution #1-2016 brought by Wayne Taylor, seconded by Chattie Van Wert to accept the following:

- 1. That John Bartlett be reappointed Deputy Supervisor with the power to sign all checks of the Town of Ticonderoga during the absence and/or the inability of Supervisor Giordano.**
- 2. That the Town Board approves the recommendation of Superintendent of Highway, Sal Barnao, to appoint Mitchell Cole as Deputy Superintendent of Highway.**
- 3. That the Town Board reapproves the recommendation of Town Clerk, Tonya Thompson to reappoint Sue Allen as Deputy Town Clerk.**
- 4. That Amy Quesnel be reappointed Clerk to the Supervisor, Budget Clerk and Personnel Officer**
- 5. That Karla Vigliotti be reappointed as Confidential Secretary, Budget Officer and Alternate Personnel Officer.**
- 6. That William Dolback be reappointed Town Historian and Cemetery Sextant.**
- 7. That William Ball be reappointed Building Inspector/Code Enforcement Officer.**
- 8. That Danielle Drinkwine-Holman be reappointed as part-time Building Inspector III.**
- 9. That James Gabler be reappointed as Health Officer without exclusivity, per the will of the Board.**
- 10. That Maurice O'Connor be appointed as Dog Control /Animal Control Officer.**
- 11. That Tonya Thompson be reappointed Vital Statistics Registrar and Sue Allen be appointed Deputy Vital Statistics Registrar.**
- 12. That Sue Huestis be appointed Lottery Control Officer; and applications be accepted for an alternate Lottery Control Officer to be appointed at a later date.**
- 13. That Supervisor Giordano be appointed Affirmative Action Officer.**
- 14. That Brenda Wells be appointed Chairman of Board of Assessment Review.**
- 15. That Stuart Baker be reappointed as Chairman of the Planning Board.**
- 16. That Eric Stoddard be reappointed as Chairman of the Zoning Board of Appeals.**

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- 17. That Tonya Thompson and Susan Allen be reappointed to serve as Clerks for both the Planning Board Clerk and Zoning Board of Appeals.**
- 18. That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor Giordano and/or the Town Board, to open all competitive bids, record same and report to the Town Board.**
- 19. That the Budget Officer/Budget Clerk be allowed by 2016 resolution to balance accounts within Departmental Units. All other transfers and adjustments are subject to Town Board review and consent.**
- 20. That the Town of Ticonderoga continue as a member of both the New York State Association of Towns and Adirondack Towns and Villages.**
- 21. That Supervisor Giordano be appointed as delegate to the Association of Towns and Councilwoman Chattie Van Wert be appointed alternate.**
- 22. That AES be reappointed as Engineers for the Town, without exclusivity, per the will of the Board.**
- 23. That the firms of FitzGerald, Morris, Baker, & Firth, Meyer & Fuller, and Douglas Goodfriend be reappointed Attorneys for the Town, without exclusivity, per will of the Board.**
- 24. That Michael A. Richardson be reappointed as labor relations consultant, without exclusivity, per will of the Board.**
- 25. That Public Sector HR Consultants be reappointed as human resource consultants, without exclusivity, per will of the Board.**
- 26. That Stored Technology Solutions, Inc. be appointed IT administrators for the Town, without exclusivity, per will of the Board.**
- 27. That the Town adopts the Procurement Policy, Investment Policy, Sexual Harassment Policy, and Workplace Violence Policy.**
- 28. That Supervisor Giordano designates the Essex County Planning Office as our Fair Housing Officer, which is required by GOSC (Governor's Office for Small Cities).**
- 29. That the Sun Community News be named official newspaper and Press Republican as alternate.**
- 30. That Glens Falls National Bank, JP Morgan Chase and MBIA Class be designated as the official depositories of the Town of Ticonderoga funds.**
- 31. That Supervisor Giordano 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, Chilson Fire Dept., Dr. James Mack, North Country Life Flight, EMS, all as provided for in the 2016 budget.**
- 32. That the Town Board authorize Supervisor Giordano to file a copy of the Annual Report to the Town after the close of the 2015 fiscal year and cause the Town Clerk to publish the summary of same in the Sun Community News.**
- 33. That approval of payment prior to audit, as listed in Town law, be approved for utility items, postage, and freight and other statutory items.**
- 34. That the current Shared Service agreements with other Towns be approved.**
- 35. That the per mile reimbursement rate be established at current IRS designated rate.**

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36. That the following are Liaisons for 2016:

- I.T. / CABLE T.V Supervisor Giordano

37. That the following Liaison Standing Committees for 2016 are appointed by
Supervisor Giordano as permitted under Town Law Section 63:

- i. PUBLIC WORKS:
Chair: Supervisor Giordano
Vice Chair: Councilman Taylor
- ii. BUILDING, GROUNDS, PARKS, RECREATION, HISTORIC
LANDS, MONUMENTS AND BEACH (incl LIBRARY)
Chair: Councilwoman Van Wert
Vice Chair: Councilman Taylor
- iii. PUBLIC SAFETY:
Chair: Councilman Hunsdon
Vice Chair: Supervisor Giordano
- iv. HUMAN SERVICES: YOUTH / SENIORS
Chair: Councilwoman Crammond
Vice Chair: Councilman Hunsdon
- v. HIGHWAY / TRANSFER STATION
Chair: Councilman Taylor
Vice Chair: Supervisor Giordano
- vi. ECONOMIC DEVELOPMENT
Chair: Councilwoman Van Wert
Vice Chair: Supervisor Giordano
- vii. AIRPORT
Chair: Councilman Hunsdon
Vice Chair: Councilwoman Crammond
- viii. MULTI-USE BUILDING COMMITTEE
Chair: Councilman Taylor
Vice Chair: Councilman Hunsdon
- ix. HEALTH INSURANCE COMMITTEE
Chair: Councilman Taylor
Vice Chair: Supervisor Giordano
- x. CONTRACT NEGOTIATION COMMITTEE
Chair: Supervisor Giordano
Vice Chair: Councilwoman Crammond

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- 38. 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.**
- 39. That each committee chair will present a list of no more than 3 objectives or goals that their respective committee will strive to achieve by the end of 2016.**
- 40. That all department heads will formally evaluate each employee a minimum of one time by December 31, 2016. A copy of which will be placed in his or her personnel file.**
- 41. That the Chief of Police will formally evaluate each officer a minimum of one time by December 31, 2016, as per contract.**
- 42. That Supervisor Giordano, Councilman Taylor, Public Safety Committeewoman Margaret Lauman be appointed as Police Commissioners.**
- 43. That John McDonald Sr., Steve Boyce, Cheryl O'Connor, Linda Cunningham, Sue Gravelle and Virginia LaPointe be reappointed to the Black Watch Library Board.**
- 44. That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.**
- 45. That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.**
- 46. That any long term, contractual obligation agreements will be subject to Town Board approval.**

All in Favor; Joseph Giordano - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Chattie Van Wert - Aye. **Opposed** - Fred Hunsdon - Nay. **Carried.**

(Councilman Hunsdon explained his vote to oppose)

Councilman Hunsdon does not feel that the Town needs Item #24 on the list; we should be able to negotiate our own contracts. This is costing the Town a lot of money.

Supervisor Giordano does not feel that it is costing the Town a lot of money. He also feels that the unions have someone representing them, so it is in the best interest of the Town to have someone representing it.

Councilman Hunsdon also wondered why he was not appointed as a Police Commission, since he is now chairman of the Public Safety Committee.

Supervisor Giordano feels since he is new to this position and to keep the stability of the Commissioner he would like to have the experience of Councilman Taylor and Commission Lauman. This can be re-evaluated at a later time.

Councilman Taylor explained his opinion for adding Item #46, we had an unfortunate experience a few years ago where a contract was signed before it was put before this board. He does not want to see this happen again, with labor agreements. Once it is signed it is a done deal, the board should have input on labor agreements.

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Councilwoman Van Wert questioned why the Monthly Financial Meeting was taken off the schedule.

Supervisor Giordano explained that after discussing the purpose of the Financial Meeting, which originated from the need to expedite certain financial processing, it seems that it is not necessary. Right now we will do away with it and if we need to re-instate it at a later point we will, but for right now we will continue with the single regular Town Board meeting. This meeting had become for than just Financial, we shouldn't continue having conversations for matters that folks should be privy to and we should have the camera rolling for those times. If we need to schedule a special meeting we can.

Councilwoman Van Wert asked who we have Shared Service Agreements with - Lake George Village, Hague, Putnam.

Councilman Taylor mentioned that the Highway Superintendent has expressed interest not to have a Highway Committee.

The Board discussed this and agreed that we will start with a committee and re-evaluate at a later time. It is very helpful to continue with a committee meeting to understand the involvement and happenings of the Highway Department operation and it is to helpful with dealing with the public for them to come in at a scheduled date and time with their questions and/or concerns.

Resolution #2-2016 brought by Fred Hunsdon, seconded by Chattie Van Wert to authorize the Town Clerk to advertise for the position of alternate Lottery Control Officer with a salary of \$1,500.00 annually and no-benefits. **All in Favor;** Joseph Giordano - Aye, - Fred Hunsdon - Aye, Wayne Taylor - Aye, Dorcey Crammond - Aye, Chattie Van Wert - Aye. **Opposed** - none. **Carried.**

Councilman Taylor wanted to also mention that the Highway Superintendent has discussed posting for on-call seasonal workers. He has also raised the question of hiring a mechanic.

There were RFP's requested for equipment repair work and we received one response. We are waiting for a release to be drawn up in order to avoid any conflict of interest with the company and the Highway Superintendent. This will need to be reviewed further and discussed with the Attorney.

Highway Superintendent Barnao expressed that he would rather have an in-house mechanic instead of having it all farmed out.

The Board will need to gather more information for further discussion.

Meeting adjourned at 2:50 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk