

**Minutes for the Ticonderoga Organizational Meeting held on
January 2, 2026, commencing at 9:00 a.m.**

Present: James O'Bryan, Supervisor
Dave Woods, Councilman
Laura Best, Councilwoman
Tom Thatcher, Councilman
Heath Towne, Councilman
Tonya M. Thompson, Town Clerk

Others: Mike Trybendis, Roberta Cooper

Supervisor O'Bryan opened the meeting with the Reciting of the Pledge of Allegiance, he then welcomed those in attendance and explained that he is excited about the position, he also wanted all to know that his office is always open. He read a report that he has prepared.

What I Believe

What do I believe makes a small town like ours successful? Five things:

First, and foremost, we need to focus on the safety of our community; a community where residents feel secure, have a sense of belonging and are protected from harm. One way to achieve this is through the formation of a Neighborhood Watch Program. Neighborhood Watch Programs promote community vigilance; encourage residents to look out for one another, and work in collaboration to improve communications between neighbors and law enforcement.

Second, We need to promote a strong sense of community and belonging. We need to focus on supporting those involved with improving our town, while working to encourage others to get involved. We need a strong sense of inclusion.

Note: We need to actively listen and make sure each of us are heard and not turned away. We need to foster a platform where personal grievances can be heard regularly and debated with respect for one another. We need to have a clear vision for Ticonderoga; one that we share continuously with visitors and town folk alike.

Question: How do we get others to take pride in their community? Simple; get to know our people and solicit from them their interests and thoughts on what they see and feel. Do they agree with the vision we're promoting or do they have a different vision for Ticonderoga? Do they feel comfortable speaking up or do they feel intimidated? We need to put people first.

Note: Get people involved with projects or events that interest them. One good example is the sports programs for our youth. The energy and dedication the

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volunteer coaches put into these programs, and the positive imprint they make on the lives of our young athletes is truly incredible.

We need to leverage technology and look at how we communicate with each other across the community.

We need to celebrate community and individual achievements to help showcase the best of who we are.

Third, We need to explore diversifying the local economy and promoting local businesses while exploring how to attract outside businesses who, are looking for opportunity to expand.

Note: If we hope to bring new businesses to Ticonderoga, we will have to improve available housing needed to attract and maintain the required work force. In addition, we will need to identify properties that are available or could be made available for siting new businesses.

Fourth, We must continue leveraging our historic assets. We need to work more closely with those who promote our history and making Ticonderoga a destination point for those in the Northeast, Mid-Atlantic States and beyond. We must never forget the importance of Ticonderoga in the birth of our nation or the importance for sharing our story.

Fifth, we need to look at our infrastructure today versus' tomorrow and develop a 5-10 year plan for the operation and upkeep of our infrastructure. We need a plan that outlines each project, prioritize critical needs and identify potential funding sources.

Special Note: Two infrastructure projects needing special attention during 2026 include the Gooseneck Pond Project and installation of new water meters, where they are required, across the town.

Both of these projects have continued importance for our community and I look forward to resolving these two issues.

Finally, 2026 is shaping up to be an important year for Ticonderoga, one that will require both skill and talent from across our community and beyond. I look forward to working with this board and the community at large in 2026 as we continue moving Ticonderoga forward.

Thank you,

James O'Bryan
Town Supervisor

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RESOLUTION #1-2026 brought by Tom Thatcher, seconded by Heath Towne to accept 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 O'Bryan.
- 2) That the Town Board approves the recommendation of Superintendent of Highway, Sal Barnao, to reappoint John Porter as Deputy Superintendent of Highway.
- 3) That the Town Board reapproves the recommendation of Town Clerk, Tonya Thompson to appoint Sherry Veneto as Deputy Town Clerk and Deputy Vital Statistics Registrar.
- 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 Robert Budwick be reappointed as Dog Control Officer.
- 7) That Tonya Thompson be reappointed Vital Statistics Registrar.
- 8) That Supervisor O'Bryan be appointed Affirmative Action Officer.
- 9) That Supervisor O'Bryan be appointed Marriage Officer.
- 10) That Brenda Wells be reappointed Chairwoman of the Board of Assessment Review.
- 11) That W. Doug McTyier be reappointed as Chairman of the Planning and Zoning Board.
- 12) That Tonya Thompson be reappointed to serve as Clerk for the Planning and Zoning Board.
- 13) That the Town Clerk, or acting Town Clerk, is empowered in absence of Supervisor O'Bryan and/or the Town Board, to open all competitive bids, record same and report to the Town Board.
- 14) That Highway Superintendent Barnao and Water/Wastewater Superintendent Fleury receive the same clothing allowance as per the respective bargaining unit for which they supervise.
- 15) That the Finance Office may make budget transfers within the primary object codes of a department without Town Board approval, but subject to authorization by Supervisor O'Bryan. All other transfers and adjustments remain subject to Town Board review and consent.
- 16) 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.
- 17) That Supervisor O'Bryan be appointed as delegate to the Association of Towns and Councilman Woods be appointed as the alternate.
- 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.

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- 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 Whittemore, Downen & Ricciardelli, LLP CPAs & Business Advisors be appointed to provide accounting services, without exclusivity, per the will of the Board.
- 23) That Bakertilly Municipal Advisors be appointed financial advisor services, without exclusivity, per the will of the Board.
- 24) That the Town adopts the Procurement Policy, Investment Policy, Sexual Harassment Policy, and Workplace Violence Policy.
- 25) That Supervisor O’Bryan designates the Housing Assistance Program of Essex County, North Country Rural Development Coalition (NRDC), and the Essex County Land Bank as our Fair Housing Officers, which is required by GOSC (Governor's Office for Small Cities).
- 26) That the Sun Community News be named as the town’s official newspaper and Press Republican as the alternate.
- 27) That Arrow Bank, JP Morgan Chase and MBIA Class be designated as the official depositories of the Town of Ticonderoga funds.
- 28) That Supervisor O’Bryan be empowered to execute and sign all contracts and agreements for services with the following, but not limited to; Ticonderoga Area Chamber of Commerce, North Country Rural Development Coalition (NRDC), Ticonderoga Revitalization Alliance (TRA), all as provided for in the 2026 budget.
- 29) That the Town Board authorize Supervisor O’Bryan to file a copy of the Annual Financial Report under Town Law Section 29(10-a) to the Town after the close of the 2026 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.
- 30) That approval of payment prior to audit, as listed in Town law, be approved for utility items, postage, and freight and other statutory items.
- 31) That the current Shared Service agreements with other Towns be approved.
- 32) That the per mile reimbursement rate be established at the current IRS designated rate.
- 33) That the following are Liaisons for 2026:
 - Contract Negotiation: Supervisor O’Bryan
 - Health Insurance: Supervisor O’Bryan
 - Cemetery: Councilmember Best
 - Black Watch Library: Councilmember Best
 - I.T./Cable TV: Councilmember Woods
 - TINADA and Prevention: Councilmember Thatcher

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- Ticonderoga Area Seniors: Councilmember Towne

That the following Standing Committees for 2026 are appointed by Supervisor O'Bryan as permitted under Town Law Section 63:

- i. Airport
Chair: Councilmember Thatcher
Vice Chair: Supervisor O'Bryan
 - ii. Buildings, Grounds, Parks, Recreation, Historic Lands, Monuments, Beach & Library
Co-Chair: Councilmember Woods
Co-Chair: Councilmember Best
 - iii. Economic Development
Chair: Supervisor O'Bryan
Vice Chair: Councilmember Towne
 - iv. Highway/Transfer Station
Chair: Councilmember Woods
Vice Chair: Supervisor O'Bryan
 - v. Human Services Youth
Chair: Councilmember Best
Vice Chair: Councilmember Towne
 - vi. Municipal Facility Evaluation:
Chair: Councilmember Thatcher
Vice Chair: Councilmember Towne
 - vii. Public Safety
Chair: Councilmember Woods
Vice Chair: Councilmember Best
 - viii. Public Works:
Chair: Supervisor O'Bryan
Vice Chair: Councilmember Thatcher
- 34) 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.
- 35) That all department heads formally evaluate each employee a minimum of one time by December 31, 2026. A copy of which will be placed in his or her personnel file.
- 36) That the Chief of Police will formally evaluate each officer a minimum of one time by December 31, 2026, or as per contract and a copy of which will be placed in his or her personnel file.
- 37) That Steve Boyce, Cheryl O'Connor, Susan Peters, Linda Cunningham, Jill Cunningham, Paul Jebb and Virginia LaPointe be reappointed to the Black Watch Library Board.
- 38) That the regular meeting of the Ticonderoga Town Board shall be the second Thursday of each month at 6:00 P.M.

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- 39) That an additional meeting of the Ticonderoga Town Board shall convene, as needed, on the fourth Thursday of each month beginning at 8:30 A.M.
- 40) 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.
- 41) That salaries and wages of all Town employees be as set forth in the Town of Ticonderoga budget.
- 42) That any long-term, contractual obligation agreements will be subject to Town Board approval.
- 43) All pay, both hourly and salary, will be based upon the year in which it was earned.

All in Favor James O’Bryan – Aye, Dave Woods – Aye, Laura Best – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #2-2026 brought by Dave Woods, seconded by Tom Thatcher authorizing the Supervisor to execute an agreement between the Town of Ticonderoga and Essex County for the use of a County bus whenever Ticonderoga’s Seniors bus is out of service. **All in Favor** James O’Bryan – Aye, Dave Woods – Aye, Laura Best – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #3-2026 brought by Tom Thatcher, seconded by Heath Towne to appoint Tom Jebb to the Ticonderoga Planning and Zoning Board as a full-time member for a five year term effective January 1, 2026. **All in Favor** James O’Bryan – Aye, Dave Woods – Aye, Laura Best – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

Resolution #4-2026 brought by Heath Towne, seconded by Tom Thatcher to offer employment to Stephen Lewis for the position of Recreation Supervisor, full-time with benefits at a pay rate of \$26.72 an hour. **All in Favor** James O’Bryan – Aye, Dave Woods – Aye, Laura Best – Aye, Tom Thatcher – Aye, Heath Towne – Aye. **Opposed** – none. **Carried.**

The board had discussion and comments on being elected by the people and working for the people, they look forward to this coming year.

Meeting adjourned at 9:55 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

Town of Ticonderoga

Organizational Meeting Agenda (Friday, January 2, 2026; 9:00 am)

Pledge to the Flag

Opening Remarks

RESOLUTION to accept the following:

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- e. I.T./Cable TV: Councilmember Woods
- f. TINADA and Prevention: Councilmember Thatcher
- g. Ticonderoga Area Seniors: Councilmember Towne

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Airport

- h. Chair: Councilmember Thatcher
- i. Vice Chair: Supervisor O'Bryan

Buildings, Grounds, Parks, Recreation, Historic Lands, Monuments, Beach & Library

- ii. Co-Chair: Councilmember Woods
- i. Co-Chair: Councilmember Best

Economic Development

- i. Chair: Supervisor O'Bryan
- ii. Vice Chair: Councilmember Towne

Highway/Transfer Station

- iii. Chair: Councilmember Woods
- iv. Vice Chair: Supervisor O'Bryan

Human Services Youth

- j. Chair: Councilmember Best
- k. Vice Chair: Councilmember Towne

Municipal Facility Evaluation:

- i. Chair: Councilmember Thatcher
- ii. Vice Chair: Councilmember Towne

Public Safety

- iii. Chair: Councilmember Woods
- iv. Vice Chair: Councilmember Best

Public Works:

- v. Chair: Supervisor O'Bryan
- vi. Vice Chair: Councilmember Thatcher

34. 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.

35. That all department heads formally evaluate each employee a minimum of one time by December 31, 2026. A copy of which will be placed in his or her personnel file.

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RESOLUTION authorizing the Supervisor to execute an agreement between the Town of Ticonderoga and Essex County for the use of a County bus whenever Ticonderoga's Seniors bus is out of service.

RESOLUTION to appoint Tom Jebb to the Ticonderoga Planning and Zoning Board as a full-time member for a five year term effective January 1, 2026.

RESOLUTION to offer employment to Stephen Lewis for the position of Recreation Supervisor, full-time with benefits at a pay rate of \$26.72 an hour.

Public Comment

Adjourn