

**Minutes for a Town of Ticonderoga Financial Meeting with any other Lawful Business  
commencing at 8:30 a.m. on May 27, 2021**

**Present:** Joseph Giordano, Supervisor  
Mark Russell, Councilman  
Joyce Cooper, Councilwoman  
Dave Woods, Councilman  
Tom Cunningham, Councilman  
Tonya M. Thompson, Town Clerk  
(Councilman Woods left at 9:45 a.m. and Councilman Russell left at 10:00 a.m.)

**Others:** None

Supervisor Giordano opened the meeting with Resolutions for Consideration.

**Special Town Board Finance Meeting**

**May 27, 2021 @ 8:30AM**

**Agenda**

**RESOLUTION #140-2021** brought by Mark Russell, seconded by Joyce Cooper to go out to bid for hourly rate for an electrician to perform miscellaneous electrical work on the Town of Ticonderoga facilities. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #141-2021** brought by Mark Russell, second Joseph Giordano to go out to bid for a general contractor to perform miscellaneous repairs and improvements on the Town of Ticonderoga facilities **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #142-2021** brought by Mark Russell, seconded by Joyce Cooper to go out to bid for a plumbing contracting to perform miscellaneous plumbing repairs and improvements on the Town of Ticonderoga facilities. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #143-2021** brought by Mark Russell, seconded by Tom Cunningham to go out to bid for a HVAC contracting to perform miscellaneous HVAC repairs and improvements on the Town of Ticonderoga facilities. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #144-2021** brought by Dave Woods, seconded by Joyce Cooper to go out to bid for grass mowing and the litter clean-up contractors. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #145-2021** brought by Tom Cunningham, seconded by Mark Russell to advertise the notice of intent to modify the Town of Ticonderoga WWTP SPDES Permit in the Press

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Republican. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #146-2021** brought by Mark Russell, seconded by Tom Cunningham to appoint Chris Dostie to the Municipal Facility Evaluation committee. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #147-2021** brought by Joyce Cooper, seconded by Mark Russell to promote David Burrows to the full-time Position of Building Inspector III, provisional, in the Building Codes Department at the hourly rate of \$26.22, effective May 13, 2021. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #148-2021** brought by Tom Cunningham, seconded by Mark Russell to offer employment to Bobbie Jean Fish for the part-time position of Food Cook for the Summer Meal Program at the hourly rate of \$21.84, no benefits, effective May 27, 2021. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #149-2021** brought by Mark Russell, seconded by Dave Woods to offer employment to Deborah Carr for the part-time position of Food Service Helper for the Summer Meal Program at the hourly rate of \$17.15, no benefits, eff. May 27, 2021. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #150-2021** brought by Mark Russell, seconded by Joseph Giordano to approve the Work Experience Contract through the Essex County Department of Social Services. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #151-2021** brought by Dave Woods, seconded by Mark Russell to accept the sand and gravel bid to Pat Armstrong Inc effective June 1, 2021. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #152-2021** brought by Joyce Cooper, seconded by Mark Russell to accept amendment #4 of the AES contract for a change in scope of work related to the Portage Stream Separation and Clean Water Main Project (AES Project #4394) in the amount of \$0.00. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #153-2021** brought by Joseph Giordano, seconded by Tom Cunningham amending General Map, Plan and Report for water facilities, improvements or services for the Chilson-Eagle Lake Water Users. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

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**RESOLUTION #154-2021** brought by Tom Cunningham, seconded by Joyce Cooper to purchase a John Deere D730 tractor and 54-Inch, high-capacity mower (NYS Contract #PC68131) in the amount of \$9,908.06. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried**

**RESOLUTION #155-2021** brought by Dave Woods, seconded by Joyce Cooper to purchase 2 storage containers for the highway shed in an amount not to exceed \$10,000. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #156-2021** brought by Joseph Giordano, seconded by Mark Russell authorizing the creation of new budget accounts

- o H62.3991 LSLRP Water Capital Project NYS Funding
- o A5132.210 Garage Equipment

**All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #157-2021** brought Mark Russell, seconded by Tom Cunningham authorizing the following budget adjustments

- o A.0909 General Fund Balance (\$14,800.00)
- o A.5132.463 Garage Motor Fuel Equip. Maintenance \$4,800.00
- o A5132.210 Garage Equipment \$10,000.00

**Fund underfunded account from General Fund Balance**

- o SS01.0909 Sewer Fund Balance (\$147.40)
- o SS01.8130.405 Sewage Contractual \$147.40

**Fund underfunded account from Sewer SS01 Fund Balance**

- o SS08.0909 Sewer Fund Balance (\$214.00)
- o SS08.9710.600 Debt Service Principal – Bond \$214.00

**Fund underfunded account from Sewer SS08 Fund Balance**

**All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #158-2021** brought by Joyce Cooper, seconded by Mark Russell authorizing the following budget transfers

- o A8510.210 Comm. Beautification Equipment \$7208.06

**Fund Bldgs & Grnds mower replacement from General Contingency (Rem. Bal. \$ 59,345.74)**

**All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #159-2021** brought by Mark Russell, seconded by Tom Cunningham authorizing the following Inter-Fund Loans:

- o SS05.0909 Sewer Due from Other Funds (\$1092.80)
- o SS07.8130.405 Sewer Due from Other Funds \$1092.80

**Transfer funds to underfunded account from SS05 Fund Balance**

**All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

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**RESOLUTION #160-2021** brought by Mark Russell, seconded by Dave Woods authorizing the following Prepay

○ SS05.8130.461	Sewer CC Charges	\$37.49
○ SW06.8320.461	Water CC Charges	\$37.49
○ DA.5110.472	Highway CC Charges	\$59.12
○ A.1620.462	General CC Charges	\$3.98
○ H61.8310.400	Chilson Eagle Lake CC Charges	\$50.04
○ A.3120.461	Police CC Charges	\$54.64
○ A.1375.401	Credit Card Fees / Administrative	\$8.00

**Prepay of Wal-Mart Credit Card (\$250.76)**

**All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION #161-2021** brought by Joseph Giordano, seconded by Mark Russell to exit the Financial Meeting with any other lawful business and enter into executive session at 9:30 a.m. to discuss a matter pertaining to a pending contract. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**RESOLUTION#162-2021** brought by Dave Woods, seconded by Joseph Giordano to exit out of executive session at 9:35 a.m. and re-enter the Financial Meeting with any other lawful business. **All in Favor** – Joseph Giordano – Aye, Mark Russell – Aye, Joyce Cooper – Aye, Dave Woods – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Much discussion was held on the sidewalk repair/replacement proposed to start up on June 1, 2021.

INTENT by Town Board for Sidewalk Rehabilitation

- Replace only those sections of sidewalks that need to be replaced throughout entire town
  - Only replace in-kind, unless
  - the section warrants expansion to 5', then will require the following
    - Show plan of new layout (including impact to fire hydrants, utility poles, parking spaces, catch basins
    - Show plan is still within ROW boundaries
    - Show plan will comply with ADA requirements for grade
    - Notify property owners
- Tackle the “put-on-notice” complaints and those with significant damage first
- Driveways will not be paved at this time
- Any corner or intersection with pedestrian access needs to be ADA compliant

Others Factors to also consider

- Additional costs for project remediation (i.e. cleanup, topsoil, reseeding, repaving)  
Assume budget covers cost of ADA-compliant mats/thresholds

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- How will equipment and labor costs being covered
- Where are we disposing of removed sidewalk?
- Will curbing be installed for replacement of sidewalk sections adjacent to road?
- Proper notification of affected property owners
- Identification of Right of Way (ROW) for anything outside of in-kind replacement

More Discussion will be held.

Meeting adjourned at 10:05 a.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk

**Special Town Board Finance Meeting**

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**Agenda**

RESOLUTION to go out to bid for hourly rate for an electrician to perform miscellaneous electrical work on the Town of Ticonderoga facilities

RESOLUTION to go out to bid for a general contractor to perform miscellaneous repairs and improvements on the Town of Ticonderoga facilities

RESOLUTION to go out to bid for a plumbing contracting to perform miscellaneous plumbing repairs and improvements on the Town of Ticonderoga facilities

RESOLUTION to go out to bid for a HVAC contracting to perform miscellaneous HVAC repairs and improvements on the Town of Ticonderoga facilities

RESOLUTION to go out to bid for grass mowing and the litter clean-up contractors

RESOLUTION to advertise the notice of intent to modify the Town of Ticonderoga WWTP SPDES Permit in the Press Republican

RESOLUTION to appoint Chris Dostie to the Municipal Facility Evaluation committee

RESOLUTION to promote David Burrows to the full-time Position of Building Inspector III, provisional, in the Building Codes Department at the hourly rate of \$26.22, effective May 13, 2021

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RESOLUTION to offer employment to Deborah Carr for the part-time position of Food Service Helper for the Summer Meal Program at the hourly rate of \$17.15, no benefits, eff. May 27, 2021

RESOLUTION to approve the Work Experience Contract through the Essex County Department of Social Services

RESOLUTION to accept the sand and gravel bid to Pat Armstrong Inc effective June 1, 2021

RESOLUTION to accept amendment #4 of the AES contract for a change in scope of work related to the Portage Stream Separation and Clean Water Main Project (AES Project #4394) in the amount of \$0.00

RESOLUTION amending General Map, Plan and Report for water facilities, improvements or services for the Chilson-Eagle Lake Water Users

RESOLUTION to purchase a John Deere X730 Tractor and 54-inch high-capacity mower (NYS Contract #PC68131) in the amount of \$9,908.06

RESOLUTION to purchase 2 storage containers for the highway shed in an amount not to exceed \$10,000

RESOLUTION authorizing the creation of new budget accounts

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RESOLUTION authorizing the following Prepay

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- SW06.8320.461 Water CC Charges \$37.49
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- A.3120.461 Police CC Charges \$54.64
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RESOLUTION to enter into executive session to discuss a matter pertaining to a pending contract

RESOLUTION to exit out of executive session