

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

**Present:** Mark A. Wright, Supervisor  
Dave Woods, Councilman  
Joyce Cooper, Councilwoman  
Tom Thatcher, Councilman  
Tom Cunningham, Councilman  
Matthew Fuller, Town Attorney  
Tonya M. Thompson, Town Clerk

**Others:** Councilman Elect Heath Towne, Jim & Wendy Davis, Mike Quinn, Donna Wotton, Joe & Ella Vilardo

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

Opening Remarks

Supervisor Wright announced that NYS has awarded Ticonderoga \$58,500.00 from the Environmental Protection Agencies Smart Growth Community Planning and Zoning Program. This grant was requested earlier in the year to fund an update of the Town's Comprehensive Plan. The Town is thankful for the Essex County Community Resources to secure the funding for this program. Our next step is to wait for some contract development documents and once we get that the Economic Development Committee will assemble a review panel to assemble and begin planning for the Comprehensive Plan.

This is Mr. Cunningham's last full Regular Board meeting and he wants to thank Tom for his support for the Town of Ticonderoga as a member of the Ticonderoga Town Board. The Town appreciates your expertise, dedication and sacrifice towards making Ticonderoga a better place. None of all agree all the time in this room, but part of our discussions and varied opinions make a better town. We are able to decide and get better communication on our points of view. Many critique this body, which is certainly their right in this republic, but only a select few actually step up to make a difference as council members or elected officials and become part of the actual solution. As Town Supervisor and Town resident, he thanks you for your support to this Town Board. Everyone chimed in to thank Tom Cunningham.

No Presentations.

Public Hearings

PH - LL Amending for Zoning Map Boundary Zone. This public hearing was a continuation from last month's meeting. It was discovered going through the DRI process that several Commercial properties in Ticonderoga were dissected into two different zoning types, commercial and residential. The areas that we are currently looking at extend from along Montcalm Street, Moses Circle to Champlain Avenue. These have been apparently zoned like this for several decades, some of these commercial properties go back many decades even 1 or 200 years of being commercial, so this has to be corrected. We asked the Planning and Zoning board to review and they made a recommendation to the Town in Resolution #58-2023 and so

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tonight it is our intention to act on that recommendation. We do now have a proposed Local Law to address this and this will change that boundary line to the recommendation provided by the Planning and Zoning Board which is going to be the new southern border of all those affected properties. The only thing that we are addressing right now, we are not addressing any other properties, are just these. At this point, the public may speak.

No Public comment.

Public Hearing closed at 6:04 p.m.

**Resolution #492-2023** brought by Mark Wright, seconded by Dave Woods adopting Local Law 7 of 2023 amending the Town of Ticonderoga Zoning Map: **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye.  
**Opposed – none. Carried.**

**TOWN BOARD OF THE TOWN OF TICONDEROGA  
COUNTY OF ESSEX, STATE OF NEW YORK**

Resolution No. 492 of 2023  
Adopted December 14, 2023

Introduced by Mark Wright  
who moved its adoption

Seconded by Dave Woods

**RESOLUTION ADOPTING LOCAL LAW 7 OF 2023 AMENDING THE TOWN OF  
TICONDEROGA ZONING MAP**

**WHEREAS**, the Town Board has reviewed the zoning boundaries of the central commercial zoning district and has found that certain amendments are required to better reflect the actual boundaries and uses in that district; and

**WHEREAS**, amended maps were reviewed and provided by the Planning and Zoning Board of the Town of Ticonderoga; and

**WHEREAS**, The Town Board of the Town of Ticonderoga has determined that it is in the public interest to adopt a local law amending the Town of Ticonderoga zoning map; and

**WHEREAS**, the Town Board scheduled a public hearing to be held before the Town Board on November 10, 2023, which was continued to December 14, 2023, to hear interested parties concerning such zoning map amendment and the local law required to make such amendment; and

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**WHEREAS**, notice of said public hearing was duly posted and then published in the *Times of Ti*, the official newspaper of the Town, pursuant to and in conformance with Section 20 of the Municipal Home Rule Law; and

**WHEREAS**, said public hearing was duly held and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to the proposed Local Law; and

**WHEREAS**, the Town Board determines that the local law is an unlisted action, and an EAF has been reviewed and a negative declaration adopted by the Town Board prior to the consideration of this resolution.

**NOW, THEREFORE, BE IT**

**RESOLVED**, the Town Board, upon due deliberation of the proposed Local Law and the comments presented at the public hearing, finds that the adoption of the same shall be in the best interests of the Town; and be it further

**RESOLVED**, the Proposed Local Law No. 7 of 2023 law amending the Town of Ticonderoga Zoning Ordinance to amend the zoning maps, a copy of which is attached to and made a part of this resolution, is hereby adopted and shall take effect immediately upon its filing with the Department of State; and be it further

**RESOLVED**, this resolution shall take effect immediately.

Mark A. Wright, Supervisor	Aye
Joyce Cooper, Councilwoman	Aye
Tom Thatcher, Councilman	Aye
Tom Cunningham, Councilman	Aye
Dave Woods, Councilman	Aye

SEAL

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Tonya M. Thompson, Town Clerk

**TOWN OF TICONDEROGA**

**COUNTY OF ESSEX, STATE OF NEW YORK**

**PROPOSED LOCAL LAW 7 of 2023**

**A LOCAL LAW AMENDING THE TOWN OF TICONDEROGA ZONING MAP**

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Be it enacted by the Town Board of the Town of Ticonderoga, as follows:

**Section 1. Legislative Intent.**

The purpose of this local law is to amend the Town of Ticonderoga Zoning Ordinance as it relates to the zoning maps noted therein with regard to certain properties along Montcalm Street in the Town of Ticonderoga.

**Section 2. Statement of Authority.**

This local law is authorized by the New York State Constitution, the provisions of the New York Municipal Home Rule Law, the provisions of the Statute of Local Governments, the relevant provisions of the Town Law of the State of New York, the laws of the Town of Ticonderoga and the general police power vested with the Town of Ticonderoga to promote the health, safety and welfare of all residents and property owners in the Town.

**Section 3. Amendment of Boundary Between Central Commercial District and High Residential District**

The Town of Ticonderoga Zoning Maps, Town of Ticonderoga, April 1998 and Zoning Map Former Village, April 1998 are hereby amended as set forth in the two (2) maps attached to this Local Law (the "2023 Map Amendments") and are identified as 2023 Map Amendment 1 and 2023 Map Amendment 2, dated November 14, 2023. The 2023 Map Amendments amend the central commercial district to include the entirety of the following tax map parcels, which will be included in the Central Commercial district and removed from the High Residential district: 150.42-3-2.000, 150.42-3-40.000, 150.42-3-3.00, 150.42-3-4.00, 150.42-3-5.00, 150.42-3-6.00, 150.42-3-7.00, 150.42-3-8.00, 150.43-5-1.200, 150.43-5-5.002, 150.43-5-6.00, 150.43-7-2.00, 150.43-7-3.004, 150.43-7-1.000, 150.43-8-1.000, 150.43-8-2.00, 150.43-9-25.00, 150.43-9-4.00, 150.43-9-16.00, 150.43-9-17.00, 150.43-9-18.00.

**Section 4. Affected Area.**

The areas affected by this legislation are those properties identified above and set forth on the 2023 Map Amendments attached hereto.

**Section 5. Conflict with State Statutes and Authority to Supersede.**

To the extent that any provisions of this local law are in conflict with or are construed as inconsistent with the provisions of any local law of the Town of Ticonderoga, or any laws of the State of New York, this local law supersedes, amends and takes precedence over any inconsistent authority in accordance with the Municipal Home Rule Law.

**Section 6. Severability.**

If any clause, sentence, phrase, paragraph or any part of this local law shall for any reason be adjudicated finally by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or part thereof, directly involved in the controversy or action in

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which such judgment shall have been rendered. It is hereby declared to be the legislative intent that the remainder of this local law would have been adopted had any such provisions been excluded.

**Section 7. Effective Date.**

This local law shall become effective upon filing in the office of the Secretary of State.

(Maps are on file at the Town Clerk's Office or Zoning Office)

PH – Proposed 2024 contract with Chilson Volunteer Fire Department.

This is the standard contract brought forth every year, the only change is the dollar amount to reflect what was adopted in the budget for \$103,650.00.

No Public Comment.

Public Hearing closed at 6:06 p.m.

**Resolution #493-2023** brought by Tom Thatcher, seconded by Tom Cunningham authorizing an agreement between the Town of Ticonderoga and the Chilson Volunteer Fire Company for fire protection services for the period January 1, 2024, through December 31, 2024. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Supervisor Wright and the board would like to thank Jim Davis for his dedication as Chairman for the Chilson Vol. Fire. We understand after 14 years of stepping into the position you are finally stepping down. Thank you.

Mr. Davis stated that he will still remain on the board, just not as Chairman.

Report of Committees

Airport – Tom Thatcher, Councilman

**TICONDEROGA AIRPORT 4B6**

**5 November 2023**

The meeting was called to order at 0830 in the Town Hall followed by the pledge of allegiance.

Present: Alan Densmore, Dave Woods, Gary Vosburg, Tom Thatcher, Bryan Duros and Ash Alexander

Absent: Mark Wright and Jon Hanna

Ash reported that we sold 790 gallons of fuel in November.

Night landing approach issues: Allen & Ash met with Chris Dostie of Sylvamo regarding the north end of the runway tree issues. This area needs to be cleared of trees & brush. Chris needs to know the size of the area so he can go to the DEC for a permit to clear cut the area. This area

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is spelled out as a Protective Zone on Passero's survey of the airport. Matt Nissen, Sr. Project Manager for Passero will be asked to come to our January Meeting.

Airport sign is in Dave Woods' shop. Bangma will complete the sign there. Dave has found a 12" auger to install the sign. Due to weather / late season, this may have to wait until better weather in the spring.

Tower update: It is not leaning. Tom Thatcher checked level, it's fine.

The windsock has been replaced, thanks to Ash.

Bryan has been in contact with the group on runway lights, all in operation for now. The contractor left the extra lights. Bryan has them and is checking them for spare parts.

Matt Nissen of Passero has given us an e-mail that he can make the January meeting. The committee agreed that the next meeting will be on Wednesday, January 3<sup>rd</sup>, at 8:30 am. Matt will be contacted as to the date and be asked to talk about new hangars & the survey of the airport Protective Zone for the DEC permit.

Meeting adjourned at 0906.

Next monthly meeting will be 0830, Wednesday, 3 January, at the town hall.

Submitted by Tom Thatcher

Buildings & Grounds – Dave Woods, Councilman

Armory

- Light placement outside by the back door
- Repair additional lights

Community Bldg

- Water Fountain has been removed and capped (odor was coming from drain)
- Security Gates are being installed to limit access to the downstairs.

No bids were received on the Trestle Bridge project – this will be looked into further.

Parks, Recreation, Historical Lands, Beach, Monuments and Cemeteries

Joyce Cooper, Councilwoman

Parks and Recreation Committee Meeting Minutes

October 17, 2023

Committee members present were James Chauncy, Jerry Cooper, Nancy Kelley, Grant Spaulding, Tonya Thompson, Joyce Cooper, and Dave Woods. Also, present were Dan Woods and High School seniors Eliza Strum and Zoe Soolte.

**Trestle Bridge:**

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Repair of the bridge was discussed again. Eric Blanchard and Town Clerk Tonya Thompson have gotten together to discuss the specific repairs needed for the bridge. The needed repairs will be brought up when the Town Board meets for the monthly Finance Meeting and next steps determined.

**Town Christmas Tree:**

The lights on the present spruce tree have been checked and the star secured. It is ready for the tree lighting ceremony. Lights have also been hung on the light poles in the park. DeFranco Landscaping will be submitting a quote for a new spruce tree and its planting. Tom Dedrick will be submitting a quote for the removal and disposal of the present spruce tree.

**ADA Compliance at Beach and Park Playgrounds:**

It is not clear what materials should be used to allow handicapped access at the beach and also the Bicentennial Playground. Paul Smith's College should be contacted to learn what materials were used for the handicapped trail near the college which they designed and supervised its construction.

**2023 and 2024 Budget Monies:**

Unspent 2023 budget money may be spent on the purchase of 2 new bleachers: One for Field 2 and 1 for Field 3. Nancy Kelley is helping obtain quotes. Bleachers would have 4 rows and safety rails on sides and the back of the structure.

**Power Outages:**

The Armory After School Program was impacted by the recent outage. Not all the emergency lights worked and more are needed. The Armory would benefit from the installation of a generator.

**Little League and Field and Field 2:**

Dan Woods discussed the purpose and location of the new utility/equipment building at the Little League Field. It replaces a building that was often flooded. It has not been placed on a foundation because it may not always be needed at its present location. The building was purchased by Little League. The organization would like a third porta potty placed at this field, Field 1. It can be used when there is practice, and the restrooms are locked. It will need a cement pad.

Construction of a new field, Field 4, was also discussed. This field will be behind the outfield of Field 2 and will be used for T-Ball and possibly the town's soccer program. The disk golf basket located there has to be moved a little farther to the northwest. Fencing is needed for the new field. Dan asked if the town could split the cost of this fencing. A commercial grade is needed. He was asked to get 3 quotes as per the town's procurement policy and get them to Tonya and Joyce. Joyce agreed to consider using the Parks and Recreation 2024 budget allocation to help

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purchase the fencing. Overall cost might be reduced if there was shared labor involving the town and Little League.

Councilwoman Cooper noted she would like to see the town's soccer program using the town's recreational fields for practice and games. Scheduling town use of the school district's fields for soccer practice and games can be difficult and the times available for younger soccer players can be inconvenient.

**Speed Bumps:**

Dan Woods also asked if speed bumps could be installed between Fields 1,2, and 3. Although the speed limit is posted at 5 mph, cars are still speeding on the road when teams are playing or practicing. The Highway Department will be contacted about this request.

The next Parks and Rec meeting is Tuesday, December 19<sup>th</sup>.

There was a bit of discussion regarding a generator for the Armory; one had been proposed a few years back, but there was some opposition from neighbors. This will be investigated again.

**Resolution #494-2023** brought by Tom Thatcher, seconded by Tom Cunningham authorizing the purchase of new fencing for the Recreational Fields from Tri-County Fence Co. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #495-2023** brought Tom Cunningham, seconded by Joyce Cooper authorizing the creation of a purchase order to Tri-County Fence Co. for purchase and installation of new fencing for the Recreational Fields. Total purchase price will be \$16,500.00, provided the Town digs the holes. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Economic Development – Mark Wright, Supervisor.

**Town of Ticonderoga  
Economic Development Committee (EDC) Minutes (11/15/2023)**

**Attendees:** Mark A. Wright (Chair); Tom Cunningham (Vice-Chair); Matt Courtright (TACC); John Bartlett (TMSP); Donna Wotton (TRA); Nicole Justice Green (PRIDE); Beth Hill (Fort Ticonderoga Association), Heath Towne (Business).

**Excused:** N/A

**Guests:** Carole Calabrese (ECIDA); ROOST.

Mark Wright opened the meeting (1500) and turned it over to Matt Courtright (TACC) and ROOST for an information discussion on the 2024 Solar Eclipse (see attached).

**ACTION ITEMS:**



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**2024**  
LAKE CHAMPLAIN  
REGION

**2024 Eclipse ADK**

Planning Workshop - November 2023



2024 TOTAL SOLAR ECLIPSE

# AGENDA

1. Overview of what to expect
2. Preparation - where to start!
3. Resources
4. Q & A and Next Steps

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# APRIL 8, 2024

On Monday, April 8, 2024 a large portion of the Adirondacks will be in the “path of totality” for a total solar eclipse.



## HOW RARE IS THIS?

The next total solar eclipse in the United States will be 2045. The next total solar eclipses in New York will be in 2079 and 2144



# Eclipse Timing For Essex County



PATH TO TOTALITY - APRIL 8, 2024

	PARTIAL STARTS	TOTALITY STARTS	TOTALITY DURATION
Chesterfield	2:13 p.m.	3:25 p.m.	3m 21.5s
Crown Point	2:13 p.m.	3:26 p.m.	1m 12.2s
Elizabethtown	2:13 p.m.	3:25 p.m.	2m 55.7s
Essex	2:13 p.m.	3:26 p.m.	2m 58s
Jay	2:13 p.m.	3:25 p.m.	3m 21.9s
Keene	2:13 p.m.	3:25 p.m.	3m 11s
Lewis	2:13 p.m.	3:25 p.m.	3m 8s
Minerva	2:12 p.m.	3:25 p.m.	1m 23s
Moriah	2:13 p.m.	3:26 p.m.	2m 7s
Newcomb	2:14 p.m.	3:25 p.m.	2m 44.9s
North Elba	2:13 p.m.	3:25 p.m.	3m 21.1s
North Hudson	2:13 p.m.	3:26 p.m.	1m 59s
St. Armand	2:13 p.m.	3:25 p.m.	3m 29s
Schroon	2:13 p.m.	3:26 p.m.	1m 4.4s
Ticonderoga	2:13 p.m.	--	--
Westport	2:13 p.m.	3:26 p.m.	2m 29s
Willisboro	2:13 p.m.	3:25 p.m.	3m 7s
Wilmington	2:13 p.m.	3:25 p.m.	3m 25.4s

Data source: [www.Eclipse2024.com](http://www.Eclipse2024.com)

# What Do We Anticipate...



## Expectations:

- Shared experience for both residents and visitors
- Large segment of daytrippers (more weather dependent).
- Additional activity pre/post would provide the opportunity to extend the length of stay
- Locations/events closest to the center of totality will see the largest influx.
- Sharing information will be key.

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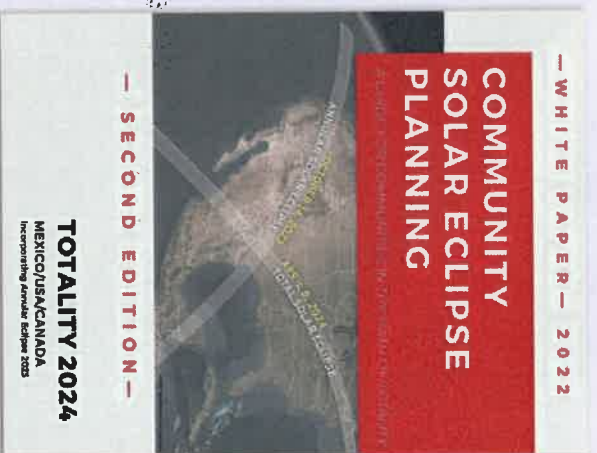
# The BIG Question...

How many people will travel to the Adirondacks for the eclipse?

*"It's impossible to predict the amount of people coming into the region for the eclipse..."*

## **What we do know:**

- Lodging properties are already reporting higher occupancy for Sunday, April 7 and Monday, April 8
- Effective eclipse planning is about preparing for the knowns and reducing and managing the unknowns





# Spring in the Adirondacks...

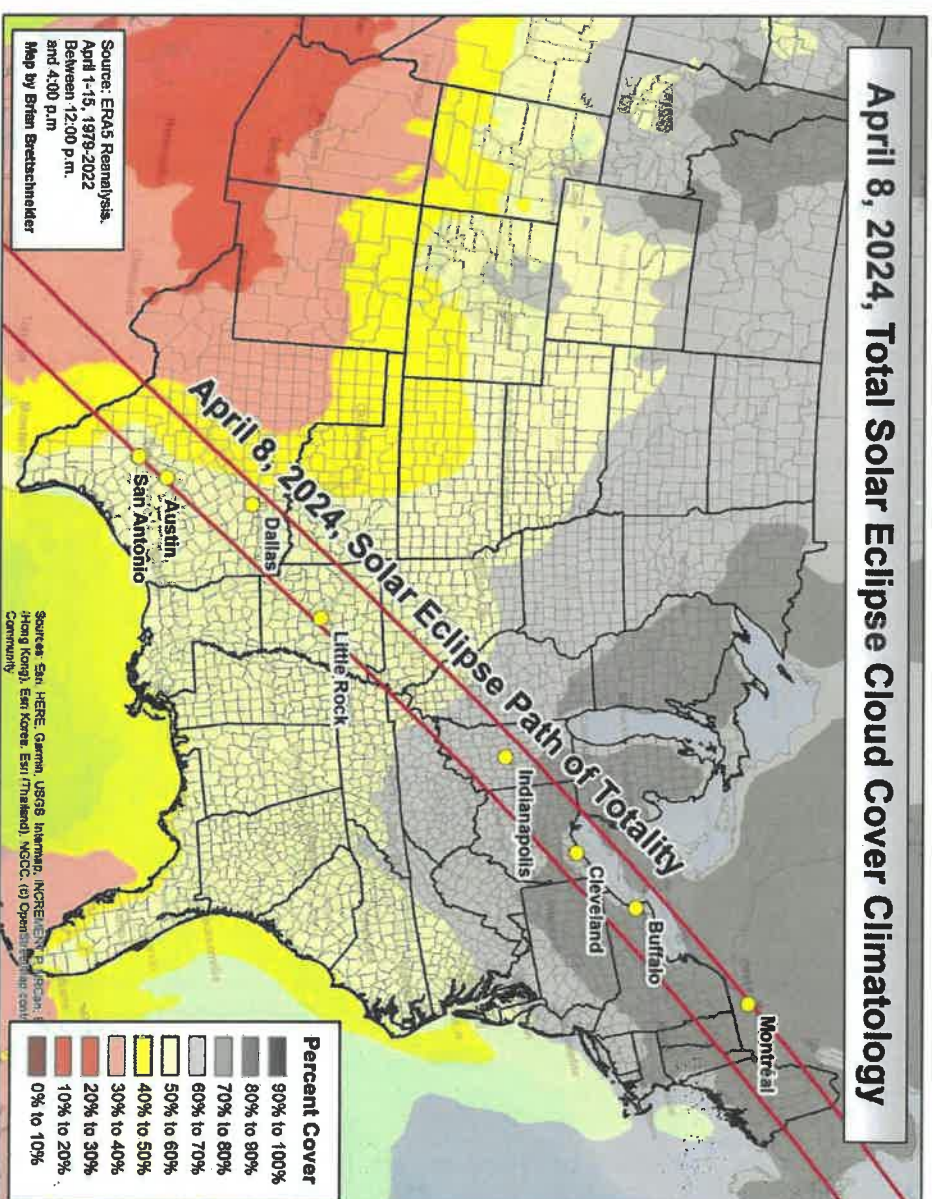
**"No community chooses to host totality... the Universe chooses you."**

- Russo, K. (2022). *Community Solar Eclipse Planning - 2nd Edition*.

## April in the Adirondacks:

- Weather
- Backcountry Conditions
- Seasonal Businesses
- School Break

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Map source: Brian Bretschneider, Climatologist

# Planning... Where to Start?



## Key considerations:

- Viewing locations and events
- Parking
- Safety and traffic control
- Trash and restrooms
- Services (food, gas, etc.)
- Business support
- Communication



# Events vs. Preparedness

## No events? No problem!

However, to be prepared it is highly recommended that at a minimum there is the following:

- Designated parking and viewing areas
- Restroom facilities identified
- Trash receptacles available

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# Community Preparations

## COMMUNITY PREPARATION ASSESSMENT WORKSHEET



### Preparing for April 2024

On April 8, 2024, communities in the path of totality for the total solar eclipse will most likely experience an influx of visitors who come to witness this rare event. While this can be exciting and economically beneficial, it can also create challenges related to traffic, safety, and infrastructure.

**"No community chooses to host totality—the Universe chooses you."**

- Nancy K. Gilbert, Community Solar Eclipse Planning and Education

To effectively address the challenges posed by an increase in visitors arriving in your community during the eclipse, it is imperative that a well-thought-out plan is established (even if you are not looking to attract eclipse watchers). The goal is to avoid having people arriving and parking on private property, blocking roads for emergency services, leaving trash all over, etc.

Once this plan is developed, we can help implement directional signage to move traffic to safe locations for parking and viewing. Furthermore, this will help create a strategy for supporting infrastructure needs, including traffic coordination, restroom facilities, trash receptacles, etc.

This is not about marketing; this is about safety and preparedness! It's better to err on the side of overpreparation than to be caught unprepared.

### Let's start with an inventory!

**Town/Community:** \_\_\_\_\_

**Point of Contact:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Regional Office of Sustainable Tourism • 2025 Main Street, Lake Placid, New York • [www.ROOSTalk.com](http://www.ROOSTalk.com)

#### Designated Viewing Areas:

Number of restroom facilities at this location: \_\_\_\_\_

Number of parking spots at this location: \_\_\_\_\_

#### Designated Parking Areas:

Location	# Parking Spots	# Restrooms	# of Trash Receptacles

#### Asset Inventory - Basic Infrastructure Needs & Quantities:

☐ Parking Signs

☐ Viewing Glasses

☐ Portable Restrooms

☐ Trash Receptacles

☐ Parking Attendants Needed?

☐ Public Transportation Needs?

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# Business Preparations



## 2024 Total Solar Eclipse Business Survey

As part of our preparations for the total solar eclipse on April 8, 2024, we are compiling a list of businesses that will be open with local hotels reporting high occupancy rates, the upcoming total solar eclipse presents a prime opportunity for businesses to boost revenues by catering to both eclipse enthusiasts and the local community seeking places to shop, dine, and relax. However, we recognize the complexities of increased operations during spring break. So, let's start with the basics: will you be open?

**Business Name:** \_\_\_\_\_  
**Best Contact:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_

Date	Open	Closed	Hours (if known)
Thursday, April 4, 2024			
Friday, April 5, 2024			
Saturday, April 6, 2024			
Sunday, April 7, 2024			
Monday, April 8, 2024			
Tuesday, April 9, 2024			



## Get your business eclipse-ready!

You don't have to shoot for the stars to land on the moon!

The days leading up to and following the eclipse will offer businesses a unique chance to participate in this once-in-a-lifetime experience. Whether through eclipse-themed treats at local restaurants, collected room numbers at lodging properties, or eclipse-branded merchandise in stores, there are numerous ways to be part of this once-of-a-kind experience. By being open, creative, and eclipse-ready, businesses can attract new customers and leave a lasting impression.



### A little space-themed inspiration

**Themed Drinks**  
 Moonstruckology Mocktails  
 Solar Seltzer  
 Aurora Bonolis Beer  
 Dark Star or Two Moon-Tini  
 Solar Seltzer Margaritas  
 Cosmic Cocktails  
 Like Your Lemonade  
 Sunny Night Spritzer

**Themed Dinets & Specials**  
 Eclipse Tractor Cookout  
 Moonstruck Mocktails  
 Cosmic Cocktails  
 Solar System Salad  
 Galactic Fries & Gravy  
 Planetary Pasta  
 Cosmic of the Moon Muffins

**Themed Rooms & Spaces**  
 Twilight Terrace  
 Eclipse Barroom  
 Solar Suite  
 May Way Mooning Space  
 Galaxy Courtyard  
 Lunar Lounge  
 Spacewalkin' Spa

### Discover our Eclipse Resource Toolkit

To assist businesses in their preparations, ROOST has developed a business toolkit. It contains a range of resources, such as information on how to order ADK-branded eclipse glasses, event planning guidance, eclipse ADK logos, graphics for marketing materials, and more. More information is regularly added at [roostad.com/eclipse2024](https://roostad.com/eclipse2024).





2024 TOTAL SOLAR ECLIPSE

# RESOURCES

## Eclipse ADK Toolkit

- Eclipse ADK logos
- Planning Worksheets
- Info on Adirondack-branded glasses
- FAQ section
- More resources added regularly



[RoostADK.com/Eclipse2024](https://RoostADK.com/Eclipse2024)

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2024 TOTAL SOLAR ECLIPSE  
GLASSES



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2024 TOTAL SOLAR ECLIPSE

# NEXT STEPS

1. Confirm we have your eclipse information
2. If you have questions - reach out!
3. If you need information for a planning meeting - reach out!
4. Keep an eye on the toolkit as new materials are being added regularly

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2024 TOTAL SOLAR ECLIPSE

# CONTACT US

## How To Reach Out:

1. Contact your Regional ROOST Representative  
([Isabelle@roostadk.com](mailto:Isabelle@roostadk.com) or (518)-621-3681)
2. Complete the online form



SCAN TO SUBMIT YOUR INFO

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QUESTIONS?



REGIONAL OFFICE of  
SUSTAINABLE TOURISM



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- None

Meeting adjourned: 1615.

**Resolution #496-2023** brought by Joyce Cooper, seconded by Dave Woods reappointing the following individuals to the Ti-Alliance Board of Directors beginning January 1, 2024, for a term of three years: Scott Hearburg, Pat Ida, Peter Reale, Nancy Archer, and Lance Clark. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #497-2023** brought by Mark Wright, seconded by Tom Thatcher authorizing the Supervisor to issue a letter to New York State expressing the Town of Ticonderoga's interest in participating in the Pro-Housing Communities Program. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

Highway/Transfer Station – Dave Woods, Councilman (reported by Supervisor Wright)

**Town of Ticonderoga  
Highway and Transfer Station  
November 28, 2023, minutes of Meeting**

**Present:**

Heath Towne, Sal Barnao,  
Mark Wright

**Others:**

Matt Fuller, Tonya Thompson, Joyce Cooper

**Public Discussion**

Said the Pledge of Allegiance

Public discussion

End public comment.

**Committee Discussion**

- Mark- Resident is looking for a deer crossing sign on Champlain Avenue. Do we have any in stock? Is this something that would be in compliance?

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- Sal – this isn't something the Town has ever done. We do not have one in stock. Nothing we have a law or ordinance on. At this time, I do not advise this be something we take on.
- Mark- Dan Woods has come forward and asked if we are able to add speed bumps to Rec. Park Rd. I did inform him that this is something that would need to be done in the spring. We will talk about this again in the springtime to get this in the works.
- Sal- I have a concern about the pass through by the old EJ Monroe Building. It was used as a loading and parking lot.
  - Mark- Is this truly a Town road and we want to maintain it as a town road then it should be paved and parking restricted. If that's not what we want to do maybe we want to abandon the road as a road.
  - Sal- Can we sell it to her?
  - Tonya- Was that part of the railroad? We own that entire stretch of land to Cossey Street.
  - Mark- Yes, we could sell. Yes, we own to Cossey. We would have to sell as we do not want just bits and pieces.
  - Sal- The line is right tight to the building. If we maintain it, it will become highway by use.
  - Mark- we will need to have a full board discussion on this. We will need to talk about this further with everyone present. I will bring this to the board in December.
- Sal- We have 3 trucks down. We should have them all up and running this afternoon or late tomorrow morning. The sidewalk plow is down as well. There's electrical issue that is continuing to shut it down.
- Joyce- When the sidewalk plow is up and running can we please make sure all sidewalks on Amherst and Champlain Ave have been plowed for kids walking to and from school.
- Mark- Effective January 1<sup>st</sup>, 2024, the Grounds crew will be moved back under the Highway Department supervision.

Meeting was adjourned at 9:20am

Minutes were taken and prepared by Rebecca Norton

**Resolution #498-2023** brought by Dave Woods, seconded by Tom Cunningham authorizing the Supervisor to execute the annual Highway Work Permit with the NYS Dept of Transportation. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

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**Resolution #499-2023** brought by Tom Thatcher, seconded by Dave Woods authorizing the Supervisor to execute the Municipal Snow and Ice Agreement Supplemental Agreement for Contract #D014775. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Municipal Facility Evaluation – Tom Cunningham, Councilman

**Town of Ticonderoga  
Municipal Facility Evaluation Committee  
November 27, 2023,  
Minutes of Meeting**

**Committee Members Present:**

Tom Cunningham, Tom Thatcher, Chris Dostie, Mike Moser, Jeff Cook

**Others Present:**

Mark Wright

**Pledge of Allegiance**

**Committee Discussion**

**Last meeting minutes were approved.**

- **Discussion on Baker Tilley proposal to evaluate lease vs purchase on Police Station.**
  - Tom Cunningham asked the committee if everyone had received the proposal from Baker Tilley. He explained that an email was sent that explained the cost in the proposal, which was that the base amount was \$7,500 to perform the base evaluation and up to \$15,000 to perform any additional variations of the new construction financing.
  - Mike Moser asked to be brought up to speed on where we stood with the lease and where we are with AES's design/schematic scope.
    - Tom Cunningham gave an update on the lease and AES's scope.
      - He reminded the committee that the lease was turned over to the Town Board for further consideration, as the committee felt that they had done all they could.
      - The Town board had our attorney respond to UPM on a red lined version of the lease, which UPM did respond to, with several "go – no - go" criteria, including:

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- 10-year lease, which is 5 years longer than the Board was looking for.
  - Including who was going to complete what on the renovations, these items did reach a consensus.
  - The Town board sent the Lease in its present form along with AES's estimated cost to build new to Baker Tillery the Towns financial advisors and asked them to provide a proposal to complete an evaluation between the two.
    - Tom Cunningham explained that the evaluation would include Baker Tillery to look at the lease over the 10 year period and compare it to new construction considering some funding out of Towns fund balance and the remaining from a long term bond.
  - Mike Moser asked if the lease was still an option? Tom Cunningham stated that the agreement between Hudson Headwaters and UPM has expired, but if the Town decided to move forward with the lease, and if the building was still available, that option could be made available again.
  - Chris Dostie asked if Baker Tilley provided an estimate to perform just a cost analysis on the new construction. Tom Cunningham said that they had not but would assume that it would be less than the \$7,500 that was in their initial proposal.
- A discussion about the viability of a lease took place.
    - Jeff Cook said he was concerned about the town leasing a building that would have no equity value at the end of the lease didn't make sense. He opined that leasing a piece of equipment would be different than leasing a piece of property/building.

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- Tom Thatcher stated that at the end of a 10 year lease the Town would have spent 2 to 3 million dollars without anything to show for it.
  - Chris Dostie stated that whether the Town financed a new construction with interest on a loan or paid a lease with some profit for the leasee, it is similar except the Town would have equity in the building if it was owned.
  - Tom Thatcher mentioned that Baker Tillery would be able to determine how much the Town would owe depending on the amount of money put in from fund balance. He also commented that some grant money for Police stations maybe available.
  - Tom Cunningham further explained that Baker Tilley would be able to provide different scenarios on funding depending on what the Town wanted to spend out of fund balance. Such as: based on a 3.5MM cost what would be the annual payments if the Town funded 1MM and financed the balance or what those payments would be if the Town funded 1.5MM etc..
- Mike Moser asked what the disposition was from the Town board on lease vs new build.
  - Tom Cunningham stated that he could not speak for the rest of the board, but his opinion is that a lease is not the preferred option, and there is not a lot of benefit to the Town. As stated by Jeff Cook earlier, the proposed leased building is 40 years old. He also stated that there is an inherent benefit to the Town, that you can't put a price on to have a new building that the community can be proud of. Tom Thatcher stated he agreed 100% with the above.
  - Mike Moser asked what is wanted from the committee? A vote on lease vs purchase or what are we looking for?
    - Tom Cunningham stated that the committee make a recommendation to the Town Board to move forward with Baker Tilley's proposal to evaluate Lease vs new build or to ask for a new proposal to just evaluate the cost impact to build new.
    - Mike Moser asked Mark Wright, in the audience what his thoughts were.

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- He stated that he was looking for the cost comparison, that Baker Tilley would perform. He also stated that he would consider a short term temporary home such as 5 years for the Police department but that 10 years was too long.
- Mark Wright asked if he could interject into the conversation, that if the committee thought that a lease was not a viable option, to make that recommendation to the Town Board, so the Town did not spend money on an evaluation that did not need to be done.
  - Tom Cunningham asked the committee whether they wanted to recommend to the Board that they not proceed with the lease option and focus on the new build option. The committee agreed unanimously not to proceed with the lease option.
- There was some discussion on how to phrase the recommendation to the town.
  - It was decided to make two recommendations:
    - One that the Town does not consider or put any more effort into the lease proposal from UPM.
    - Second to ask Baker Tilley for a proposal to perform just a cost to finance a new build.
- Mike Moser asked if this would be a proper time to enter into discussions about the Fire house and possibility of the Town entering into discussions with the Fire District to build a new Fire house and Police Station combination building.
  - After some discussion it was agreed that it would be prudent to allow the Fire District to contact the Town if that was something they were interested in some form of joint building.
  - Jeff Cook brought the committee up to speed on some of the History on the previous Fire District/Police Station discussions and the problems with the current building.
- It was also decided to create a list of items that the committee used as its rationale not to consider the lease of the Hudson Headwaters building. Tom Cunningham will put together that list and send it out to the committee for review.
- There was continued discussion on the process moving forward regarding items like soil borings, RFP for Architectural construction drawings etc..

**New Business**

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023, commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary Amendment and the 2024 Chilson Vol. Fire Contract.**

- It was decided not to have a MFEC meeting in December and the next meeting to be held in January.
- It was also decided to have the recommendations and list of reasons not to proceed with the lease to the board at the RTB meeting in December.

**Public Discussion**

No public discussion

Next regular scheduled meeting to be held January 22, 2023, at 18:30 PM

Meeting was adjourned at: 19:35

Minutes were taken and prepared by the Committee Chairman Thomas F Cunningham

**Town of Ticonderoga**

**Municipal Facilities Evaluation Committee**

The MFEC in its last meeting held on November 29, 2023, unanimously decided to recommend that the Town Board no longer consider the lease proposal from Upstate Professional Management for the property located at 105 Race Track Road, in Ticonderoga. The rationale behind this decision is listed below:

- The cost to rent over a 10-year lease would be \$1,582,015.00 not including ancillary costs such as snow removal, etc. This is almost 50% of the cost to build new and the committee felt that this was not a good use of funds.
- Leasing a building over a long period of time does not give the Town any equity once the lease is over.
- Following a 10-year lease the town would still need a police station and the cost of building new would be significantly higher than the current price, even with an assumed minimum standard inflation of 2% a year.
- The Committee has concerns about leasing a nearly 50-year-old building.
- UPM would not agree to a lease any shorter than 10 years and the Town feels that that is too long.
- The Committee also feels it is important to create a building that the Community can be proud of and will last.

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- Leasing the building at 105 Race Track Road would remove it from the property tax rolls, costing the Town.
- The Committee had concerns about who would be leasing the remaining building, and access to the Police station area.

Regards,

**The Municipal Facilities Evaluation Committee**

**Resolution #500-2023** brought by Tom Cunningham, seconded by Joyce Cooper to no longer consider a lease proposal from Upstate Professional Management for the property at 105 Race Track Road in Ticonderoga due to the rationale cited by the Committee and further resolve to not act upon the Baker Tilley proposal to evaluate the Lease vs purchase but request a new proposal to examine the best way to finance a new build. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Public Safety – Dave Woods, Councilman

**Public Safety Meeting**

November 28, 2023

Councilman Dave Woods calls the meeting at 8:00am with the Pledge of Allegiance.

The Following committee members were present: Ross Kelly, Joyce Cooper, Adam Hurlburt, Dave Woods, Dave Burrows, Jennifer Gendron and Rhiannon Peters.

Guests: Tom Thatcher, Mark Wright and Matt Fuller.

Dave Woods asks if there is any public, no public.

**POLICE DEPARTMENT:**

Chief Hurlburt goes over the Police department's monthly report. (See Attachment.)

**CODES DEPARTMENT:**

Rhiannon goes over the Codes department's monthly report. (See Attachment.)

Dave Burrows states 44 Charboneau Road has a camper that looks like people might be staying in there, Chief Hurlbut states that he hasn't seen any activity there in a while.

Dave Woods brings up a property in Eagle Lake that needs a cleanup and Rhiannon states that they already sent an order to remedy.



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Joyce Cooper has concerns with people leaving their garbage cans on the sidewalk on Champlain Ave, she states it makes it hard to clean the sidewalks. Rhiannon states that all they could do is send a courtesy letter.

Ross Kelly is concerned about the speed limit on 9N around the windchill, now that there is a drive through, he is even more concerned.

Meeting ended at 8:30

Next meeting will be January 30, 2024, at 8:00am

The following is a summary of the activities of the Ticonderoga Police Department from October 30<sup>th</sup>, 2023, to November 28<sup>th</sup> 2023.

<u>Patrol Statistics</u>	<u>Monthly</u>	<u>YTD</u>
Approx. Calls to Service:	256	4007
Incident reports:	30	412
Arrests:	20	318
Uniform traffic tickets:	64	631
DWI arrests:	2	25
Accidents investigated:	10	108

(Blotter information for arrests and incidents is available on the Town's website)

**The following is a summary of the activities of the Building Inspection / Code Enforcement Department.**

<u>Building Inspection:</u>	(October)	YTD
Building Permits Issued:	13	192
Safety Inspections:	0	40
Pass/Fail:	0/0	37/2

**Permit & Inspection Notes:**

- 3- Generator Install Permits→ Gravel Hill, Casino Hill & Baldwin Rd
- 2- Re-Roofing Permits→ NYS Route 9N & Montcalm St

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- 2- Shed Permits→ Tin Pan Alley(Electric Install-shed)& Park Ave (New Shed)
- 1- 30x40 Accessory Structure (Garage)→ Birchwood Dr
- 1- New Residential Construction→ Lord Howe St
- 1- Tier 3 Solar Permit→ Veterans Rd
- 1- Demo Permit→ Lord Howe St
- 1- Addition Permit→ NYS Route 9N
- 1- Septic Repair Permit→ Baldwin Rd

**Code Violation Notices:**

	(October)	YTD
Order to Remedy:	2	44
Remediated:	0	26
Clean-Up Contractor:	0	4
NYS DFS	0	0
Condemned:	0	0
Do Not Occupy:	0	2
Appearance Tickets:	0	2

**Code Violation Notes**

- 2-OTR for Garbage/Rubbish→ Park Ave and John St

**Miscellaneous:**

	(October)	YTD
*Complaints:	2	42
Resolved:	0	6/21

**Misc. Complaint Notes:**

- Received numerous Complaints on two properties (Park Ave & John St) for Rubbish & Garbage issues, 3 OTR sent to Park Ave, 1 hand delivered by Police. John St property is bank owned, no communication from bank, Dave contacted DFS, and they stated they contacted Bank but no further info at this time. We will follow up with DFS and re-inspect the property.

Public Works – Mark Wright, Supervisor

Town of Ticonderoga

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Public Works Committee Meeting Minutes  
November 28, 2023  
10:00 am

**Committee Members Present:** Mark Wright, Derrick Fleury, Tom Cunningham (late), Eric Blanchard, Matt Fuller (Town Attorney), Sherry Veneto

**Others:** Shannon Vogt (AES-Architecture, Engineering, & Land Surveying, Jennifer Weeks (AES), Rob Wick (Essex County)

**Pledge to the Flag**

**Public Comment:** None

**Items for Discussion:**

Discussion on commercial properties that have their tenants pay for the utilities.

1. The Town has several commercial properties that have their tenants pay for the water and sewer charges. It's not known when it was set up this way in the billing system, but the bills are supposed to be mailed to only the property owner(s).
2. This year when the re-levy was completed, it was found that a few tenants from different properties did not pay, and the balance was re-levied to the County to go on the 2024 County/Town taxes.
  - i. After a brief discussion, it was decided that Sherry will send the property owners a letter stating that starting in the first quarter of 2024 the bills will be changed to their name and mailed to them.

Homelands

1. Jen from AES has been looking into a replacement pump for the station as the pump that's currently in there is outdated and parts are obsolete. It's still being worked on.

Black Point Pump Station

1. The vent has been extended and a charcoal filter has been installed. Things have been good, but usage is down. We'll pick back up in the Spring to build the Bioretention.

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**Superintendent's Report**

Update on the leak in Aaron's parking lot. Derrick spoke to Bellamy this morning. They are really the only ones that can take on the repair. It's hard to cut out a section of pipe and get it dry enough to fuse couplings in, so they are thinking of putting a saddle on it. Bellamy gave an estimate of Approximately \$20,000, but that was for cutting out the pipe. The saddle option will reduce the cost. Parts are still about 12 weeks out, so by the end of the week they will go up to pump out the hole and fill it in until repairs can be made.

Pump Service and Supply is putting together a quote for a new pump and motor for the pump at Lake George.

The Vac truck has a broken spring and is out of service. Derrick is having a hard time getting it repaired. There is a business in Vermont that is willing to come over and give a price to repair.

**Chief Wastewater Operator's Report**

Working on winterizing at the plant.

Yearly reports are due soon, AES will assist in getting them completed.

**Town Supervisor discussions**

Nothing has been heard from the golf course, the former fireman's field project, or Sagamore Drive residents.

AES was asked to submit their agenda to Sherry a couple days sooner, if possible.

**AES Report**

November 28, 2023, 10:30:00 AM

Town of Ticonderoga Public Works Meeting

AES Northeast, Town of Ticonderoga

**1. Water**

**I. Chilson Eagle Lake (Required by DOH)**

- Update from EPA/EFC - EFC will supply funding for Test Well Drilling
- IUP 2023 was posted for DWSRF/BIL - Chilson was awarded \$14,000,000.00

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- AES provided the Town with estimated costs for Test Well Drilling at both the Porter and Williams Properties
- Next Steps?
  - i. HydroSource perform Geophysical Survey on Porter & Williams Properties
  - ii. Go out to RFP for Well Drilling
  - iii. Develop MPR
  - iv. District Vote

**II. Water Meters (Required by DEC)**

- Town elected to move forward with ultrasonic meters in a drive-by system to later be upgraded at the Town's discretion.
- NEXT STEPS:
  - i. Provide DEC with an updated schedule. - waiting to hear back from Albany DEC
  - ii. NEED TO ESTABLISH RATES – Baker Tilly?
  - iii. Funding June 2024
  - iv. Design Finalize Dec 2024
  - v. Agency Review 2025
  - vi. Bidding Fall 2025
  - vii. Construction 2026-2027

**III. Water District Consolidation (COMPLETE AND SUBMITTED TO TOWN)**

- Need to Audit District
- AES filed maps with County Clerk and provided Tonya w. full sized hard copies on 11/15/23
- Close out Status

**IV. 4852: LSLRP**

- Project is complete, final close out and paperwork is in process.
- AES will provide record of completed properties, Contractor Field Reports, and costs.
- Close out Status

**V. Proposed Project 5262: Lead Service Lines**

- AES has submitted proposal to Town for assisting in completing Lead Service Inventory on 10/24/23

**VI. Additional Water System Upgrades**

- 4975: AES has provided the Town with three (3) quotes for transient pressure loggers on 9/6/23.
- Quote expired 10/30/23

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**2. Wastewater**

**I. AES #4394 Portage**

- AES has pulled together documents in response to Reale's Claim
- Upon request from Town AES will provide documentation following review by our attorney
- **AES is working on finalized list of remaining Easements**

**II. Treatment Plant**

- AES has completed Engineering Report for WPCP (AES Project #5052 WWTP Phosphorous Removal). It was submitted to DEC/EFC on 9/8/2023 and was supplied to Derrick/Eric on **10/11/23**
- EFC walk through 8:30 AM **10/31/23**
- **EFC requested virtual meeting to discuss project on 11/28/23 from 3-4 PM**

**III. Collection System**

- The Updated Long Term Control Plan Draft Permit extended due date to August 1, 2024
- AES has finalized a presentation of priority service areas for whenever the Town is ready to review

**IV. Funding**

- Engineering Contract executed, need to identify next steps.
  - i. 5004: Town signed acceptance of BIL January 2023
- Waiting on announcement of WIIA Awards – Essex Co applied 2023

**V. Additional Permitting Requirements**

- **UPCOMING:** CSO Annual Report is due **1/31/2024**

**VI. Additional Wastewater System Upgrades**

- Sewer District Consolidation
  - Committee would like to start consolidation following Water District Consolidation

**3. Additional Items**

**I. Fiscal Advisors**

- a. Baker Tilly has provided updated report of Town's Financial status

**II. St Clair Storm Culvert**

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- a. AES put together Proposal for Report on St Clair and sent to Town for Review
- b. Waiting to hear back from NYS DEC on NOV response
  - i. Connor Cincotta reached out last week requesting missing signature page.
- c. Lowes performed some maintenance on the Bio-Retention Pond but this only included mowing and not dredging the Pond

**III. Fireman's Field**

- a. Escrow set up and LOA processed
- b. Waiting on proposed plans from EP Land Surveying

**IV. Golf Course**

- a. AES drafted letter responding to Golf Course and sent to Town on **9/8/23**
- b. Any response from Golf Course?

**V. Well Field Building**

- a. Status of Well abandonment? Cyber Security Report due to NYS DOH – **AES populated and sent to Derrick for review on 11/27**

**VI. OTHER**

**a. Homeland Sewer**

- i. Jen has reviewed alternatives with Derrick on **10/30/23**
- ii. AES has drafted an LOA for work associated with evaluating the pumping needs and alternatives.

**b. Black Point Sewer**

- i. Michael Metcalf provided information on peat moss beds at the last meeting
- ii. Derrick/Eric installed carbon bags on outlets to manage odor

**There will be a presentation at the January meeting by AES**

To: Water & Sewer Committee, Town of Ticonderoga

From: AES Northeast, PLLC

Re: Maintenance of the Lowe's Stormwater Pond

Date: November 27, 2023

The stormwater pond that was built in conjunction with the Lowe's in Ticonderoga in 2008/2009 was recently inspected by the property management company and some maintenance was conducted. Copies of the photographs that demonstrate the maintenance were sent to the Town Supervisor and AES Northeast, PLLC on October 5, 2023. A PDF of these photos is attached.

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The contractor reported that the inlet and outlet pipes were snaked to improve drainage, and from the photos it appears that the berm was mowed and weed wacked. There are concerns that this degree of maintenance is not sufficient to meet the requirements set forth by NYS DEC.

Specifically, there are three main concerns:

- Sediment accumulation in the forebay
- Sediment accumulation throughout the rest of the pond
- The degree of vegetation growth

First, it appears that sediment may have never been removed from the forebay. DEC guidance indicates the forebay shall be four to six feet deep and sediment should be removed every 5-6 years or as 50% of the capacity is filled. The forebay is not easily visible given the extensive vegetation growth in the photos. It is difficult to see the extent of the sedimentation in the photos. There should be a sediment depth stake, but the forebay may need some weed whacking in order to find it and inspect the sediment depth.

On a related note, accumulated sediment may need to be removed from the entire basin. Sediment may have accumulated around the base of the outlet structure, as page 6 of the photos shows signs of mounding. Once the remaining vegetation is removed, it would be possible to compare the current depths and the design depths to determine if additional sediment removal is needed.

Additionally, the vegetation growth is excessive, particularly the woody plants shown on pages 1-3, and 7. DEC guidance indicates that woody growth and plant growth should be cleared out.

AES Northeast has four key recommendations for the pond:

- Inspect the outlet structures and overflows,
- Inspect the catch basins,
- Remove the vegetation, and
- Establish a maintenance plan and agreement.

It is recommended that an inspection be conducted of the outlet structure, overflow, and the downstream area to check for signs of damage, erosion, etc. Video assessments of the piping and 360° photos of the catch basins can help identify any deficiencies, which will need to be corrected.

It is recommended that the catch basins in the parking lot be inspected for sediment accumulation. With limited traffic on the site over the last 10+ years and likely limited sediment/debris accumulation, it's probable that the condition of these are acceptable, but they should be inspected annually nonetheless.

The woody shrubs need to be removed, and the cattails and reed canary grass will need to be mowed. Afterward, the cut vegetation should be removed from within the basin and the surrounding berm.

DEC requires a maintenance plan and agreement that is executed on an annual basis. It is recommended that the Town pursue such an agreement with the property management company.

**Reminder that the December Public Works meeting is cancelled.**

**The meeting was Adjourned at 10:41.**



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**Next Committee meeting is January 30, 2024, at 10:00.**

**Minutes submitted by Sherry Veneto Water/Wastewater Clerk**

**Resolution #501-2023** brought by Tom Cunningham, seconded by Tom Thatcher authorizing the purchase of a Transient Logger, with included accessory kit and subscription, from Fluid Conservation Systems. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #502-2023** brought by Dave Woods, seconded by Tom Cunningham authorizing the creation of a purchase order to Fluid Conservation Systems for Transient Logger, with included accessory kit and subscription. Total purchase price will be \$6,988.60. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #503-2023** brought by Tom Cunningham, seconded by Tom Cunningham authorizing the Supervisor to execute AES Letter of Authorization No. 2023-005, AES Project #5050, Ticonderoga 2023 Combine Sewer Overflows Annual Report at total estimated not to exceed fee of \$2,000.00, plus Reimbursable Expenses. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

Human Services; Youth – Joyce Cooper, Councilwoman

## **Youth Commission Meeting 11/14/2023**

### **Afterschool Program**

The after-school program has been open for 2 weeks not including this upcoming week. We have 31 kids signed up for the after-school program so far. We implemented the new rules that I have set in place and most children are abiding by those rules. I am within budget on food and any other supplies I need going forward.

### **Ski program**

The program is going well, we only have eight signups as of right now. We have two interested parties for volunteering that have put their paperwork in. We haven't gotten the number of signups that we were looking to get for ski program. I'm going to push these last few weeks for more signups working with the high school and elementary school as well. The final day for sign-up is going to be November 27th.

### **Biddy Basketball**

Basketball is going great we have many sign-ups. For first and second grade we have 15 sign ups. Our third and fourth grade we have 18 signed up and our fifth and sixth grade

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team which will consist of two teams has 24. The total number of sign-ups came to 54. We are seeing fewer sign-ups the weeks go by, but we have started practicing a month in advance and it seems that the kids are really enjoying it. I've been in contact with Essex County they have yet to establish dates for games. I have put in all the information I'm just waiting to hear back.

### **Exchange Program**

The exchange program is going to be up and running as soon as I can possibly start it. We are looking for shelving units which should be delivered soon. I am creating a flyer for the exchange program and giving specific items that should be dropped off, so we don't have any confusion on that topic. I don't want to inform the town about this program until everything is set and we are ready to receive athletic equipment and cleats and things of that nature.

### Human Services: Seniors – Tom Cunningham, Councilman

It was a very brief meeting for the Seniors-this will be their last meeting for the winter; they will resume in April. The center will still be open through the winter. There will be a small Christmas get together tomorrow.

### Health Insurance – Mark Wright, Supervisor

No Report

### Contract Negotiations- Mark Wright, Supervisor

No Report

### I.T./Cable T.V. – Mark Wright, Supervisor

This letter will serve as notice that on or around December 31, 2023, Spectrum Northeast, LLC ("Spectrum"), will launch carriage of BBC America, FM, Fuse, FYI, Great American Family, INSP, Lifetime, Lifetime Movies, We TV, Up TV and Travel Channel to the Mi Plan Latino package. Spectrum Northeast, LLC ("Spectrum") recently learned that Deutsche Welle will cease its U.S. distribution on or around December 31, 2023. Accordingly, Spectrum is making its customers aware that on or around December 31, 2023, we will drop Deutsche Welle, channel 1253 on the channel lineup serving your community.

Spectrum Northeast, LLC ("Spectrum"), is making its customers aware that on or around January 10, 2024, Spectrum will drop AYM Sports, GOL TV, Semillitas and Video Rola from SPP and Latino View on the channel lineup serving your community. If you have any questions about this change, please feel free to contact me at 212-379-5123 or via email at [Alex.Camarda@charter.com](mailto:Alex.Camarda@charter.com).

### Resolutions for Consideration

**Resolution #504-2023** brought by Tom Cunningham, seconded by Tom Thatcher authorizing the creation of new account:

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023, commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary Amendment and the 2024 Chilson Vol. Fire Contract.**

- A.1440.499 Engineer Regan Development Escrow
- A.2210.001 General Services, Escrow Regan Dev.

**To recognize revenue and expend Escrow funds for Regan Development Project.**

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

**Resolution #505-2023** brought by Dave Woods, seconded by Tom Cunningham authorizing the following budget transfers:

- A.1989.400 Contingency (\$3,896.29)
- A.1650.453 Central Communications Internet \$39.57
- A.1650.455 Central Communications General Website \$110.00
- A.1660.411 Central Storeroom General Supplies \$302.93
- A.3120.412 Police & Constable Copier Supplies \$228.79
- A.3620.415 Safety Inspection Software \$3,215.00

**Funding increased costs from Contingency (Balance after transfer \$14,187.65).**

- SS05.1989.400 Contingency (\$1,583.10)
- SS08.8130.410 Sewage Treatment & Disposal Cont. Electric \$278.92
- SS11.8130.410 Sewage Treatment & Disposal Cont. Electric \$166.17
- SS11.8130.405 Sewage Treatment & Disposal Contractual \$1,138.01

**Funding increased costs from Contingency (Balance after transfer \$3,145.68).**

- SW06.1989.400 Contingency (\$3,520.54)
- SW06.8340.192 Transmission & Dist. Longevity Bonus \$250.00
- SW06.8340.195 Transmission & Dist. Pager Pay \$1,680.00
- SW06.8320.479 Water Filtration Plant \$1,590.54

**Funding increased costs from Contingency (Balance after transfer \$8,520.66).**

- A.2350.003 Youth Services Jerseys (\$1,680.00)
- A.7310.461 Youth Program General Supplies \$1,680.00
- A.2350.004 Youth Services Ski Program (\$6,114.00)
- A.7310.470 Youth Program Gore Mountain Ski Program \$6,114.00

**Transfer Youth Services monies received to the expense lines for jerseys and ski program.**

- A.2210.001 General Services, Escrow Regan Dev. (\$1,197.00)

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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○ A.1440.499	Engineer Regan Development Escrow	\$1,197.00
<b>Transfer Escrow revenue received to the appropriate expense line.</b>		
○ A.1110.861	Justices General Employee Benefits	(\$1,192.30)
○ A.1110.191	Justices Overtime	\$1,192.30
○ A.1220.495	Supervisor HR Labor Consulting	(\$716.07)
○ A.1220.810	Supervisor Town Board Employee Benefits	\$716.07
○ A.1355.494	Assessor ORPTS DP	(\$204.79)
○ A.1355.810	Assessor Employee Benefits	\$204.79
○ A.3620.498	Safety Inspection Property Remediation	(\$616.17)
○ A.3620.810	Safety Inspection NYS Retirement	\$616.17
○ A.5010.477	Supt. Highway Education & Training	(\$137.10)
○ A.5010.810	Supt. Highway NYS Employee Retirement	\$137.10
○ A.6772.111	Programs for the Aging Drivers PT Aggregate	(\$1,304.73)
○ A.6772.463	Programs for the Aging Repair & Maintenance	\$819.18
○ A.6772.464	Programs for the Aging Motor Fuel	\$485.55
○ A.7410.121	Library Aide	(\$979.06)
○ A.7410.810	Library NYS Employee Retirement	\$979.06
○ A.8510.191	Community Beautification Overtime	(\$577.23)
○ A.8510.463	Community Beautification Repair & Maintenance	\$41.32
○ A.8510.464	Community Beautification Motor Fuel	\$187.68
○ A.8810.463	Cemeteries Repair & Maintenance	\$19.77
○ A.8810.464	Cemeteries Repair & Motor Fuel	\$80.44
○ A.8810.810	Cemeteries NYS Retirement	\$248.02
<b>Transfer funds to cover increased and additional costs.</b>		
○ DA.5110.466	General Highway Road Materials	(\$11,498.65)
○ DA.5130.463	Highway Vehicle Repair & Maintenance	\$11,498.65
○ DA.5130.442	Machinery Highway Equipment Rental	(\$2,985.06)
○ DA. 5142.810	Snow Removal NYS Retirement	\$2,985.06

**Transfer funds to cover increased and additional costs.**

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

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

**Resolution #506-2023** brought by Tom Cunningham, seconded by Tom Thatcher authorizing the following budget adjustments:

○ A.5132.464	Garage Dyes Diesel & Gasoline	\$7,568.04
○ A.5182.499	Street Lighting	\$11,014.75
○ A.1620.421	Buildings Electric	\$2,884.99
○ A.1620.461	Buildings General Cleaning Supplies	\$329.95
○ A.1310.861	Finance General Employee Benefits	\$2,185.79
○ A.1410.810	Town Clerk NYS Retirement	\$1,603.00
○ A.1420.491	General Town Attorney	\$962.50
○ A.1680.494	Central Data Processing IT	\$2,139.76
○ A.5610.464	Airport AV Fuel & Filters	\$12,824.74

**Funding accounts by General Fund Balance for increased & additional costs.**

○ SS05.8130.421	Sewage Treatment & Disposal Sewer Electric	\$12,755.70
○ SS05.8130.194	Sewage Treatment & Disposal Incentive	\$500.00
○ SS05.8130.195	Sewage Treatment & Disposal Pager Pay	\$1,680.00

**Funding account by Sewer Fund Balances to cover increased costs.**

○ SW06.8320.421	Source of Supply Power & Pumping Water Electric	\$9,123.09
○ SW06.8320.465	Source of Supply Power & Pump Chemicals & Addit	\$4,319.20
○ SW06.8340.810	Transmission & Dist. NYS Retirement	\$3,603.30

**Funding account by Water Fund Balances to cover increased costs.**

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

**Resolution #507-2024** brought by Tom Thatcher, seconded by Tom Cunningham authorizing the following Inter-Fund Transfer:

○ A.9950.900	General Inter-fund Transfer	(\$98.63)
○ H61.5031	Chilson / Eagle Lake	\$98.63

**Transfer funds from General to Eagle Lake Water Project.**

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

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**Resolution #508-2023** brought by Dave Woods, seconded by Tom Thatcher authorizing the following Inter-Fund Loans:

- |   |          |  |               |
|---|----------|--|---------------|
| ○ | A.0391   | General Due From Other Funds                   | (\$54,503.95) |
| ○ | H18.0630 | Airport Pavement Management Due To Other Funds | \$54,503.95   |

Transfer funds from General to Airport Pavement project until funding is received.

- |   |          |  |              |
|---|----------|--|--------------|
| ○ | A.0391   | General Due From Other Funds             | (\$1,717.67) |
| ○ | H19.0630 | Airport Apron Project Due To Other Funds | \$1,717.67   |

Transfer funds from General to Airport Apron project until funding is received.

- |   |          |   |            |
|---|----------|---|------------|
| ○ | A.0391   | General Due From Other Funds            | (\$140.00) |
| ○ | H64.0630 | WWTP Ventilation/Phosphorous/Collection | \$140.00   |

Transfer funds from General to WWTP Ventilation/Phosphorous/Collection project until funding is received.

- |   |          |                                    |              |
|---|----------|------------------------------------|--------------|
| ○ | A.0391   | General Due From Other Funds       | (\$8,860.00) |
| ○ | H69.0630 | LaChute River Walk Trail Extension | \$8,860.00   |

Transfer funds from General to LaChute River Walk project until funding is received.

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

**Resolution #509-2023** brought by Mark Wright, seconded by Joyce Cooper of thanks to Tom Cunningham for his support to the Town of Ticonderoga as a member of the Ticonderoga Town Board. The Town appreciates your expertise, dedication and sacrifice that contributed to making a better Ticonderoga. The Town of Ticonderoga thanks you and appreciates you stepping up to make a difference. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye. **Opposed** – none. Tom Cunningham – Abstain. **Carried.**

**Resolution #510-2023** brought by Mark Wright, seconded by Tom Thatcher authorizing the Town of Ticonderoga to enter into an agreement with the State of New York for financial assistance for the Ticonderoga Municipal Airport Runway 2-20 Rehabilitation – Construction project (FAA AIP Project No. 3-36-0196-032-2023) and authorizing the Supervisor to execute all necessary documents on behalf of the Town of Ticonderoga with NYS in connection with the project. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**TOWN BOARD OF THE TOWN OF TICONDEROGA**

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

**COUNTY OF ESSEX, STATE OF NEW YORK**

**Resolution No. 510 of 2023**

**Adopted December 14, 2023**

**Introduced by Mark Wright**

**who moved its adoption**

**Seconded by Tom Thatcher**

**ACCEPT NYSDOT AVIATION CAPITAL PROJECT AGREEMENT**

**WHEREAS:** the Town of Ticonderoga has received a grant from the Federal Aviation Administration to pay 90% of the allowable costs incurred in accomplishing the following project at Ticonderoga Municipal Airport:

Runway 2-20 Rehabilitation - Construction

FAA AIP Project No. 3-36-0196-032-2023

**WHEREAS,** the New York State Department of Transportation is offering a matching grant to the federal grant for 50% of the non-federal share of eligible costs.

**WHEREAS,** the Town of Ticonderoga has committed funds for the local share of project costs. Funding shares for project costs are as follows:

Federal	\$	825,763
State	\$	45,876
Local	\$	45,876
Total Project Cost	\$	<hr/> 917,515

**WHEREAS,** if the Town of Ticonderoga and/or the FAA notifies the NYSDOT that the Town of Ticonderoga has requested and received an increase in federal funding for the project based on increased eligible costs, and has authorized the proportionate increase in local funding, the New York State share noted above shall be increased proportionately up to a maximum increase of 15%.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Ticonderoga enter into an agreement with the State of New York for financial assistance for the project described above for Ticonderoga Municipal Airport;



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**RESOLVED**, that the Supervisor of the Town of Ticonderoga be authorized to execute all necessary documents on behalf of the Town of Ticonderoga with NYS in connection with the project; and be it further

**RESOLVED**, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary documents in connection with the project.

**Resolution #511-2023** brought by Dave Woods, seconded by Tom Thatcher authorizing the purchase of a 2-way radio, including mount, antenna, and installation, from Adirondack 2-Way Radio for the Sewer Department. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #512-2023** brought by Tom Thatcher, seconded by Joyce Cooper authorizing the creation of a purchase order to Adirondack 2-Way Radio for 2-way radio, including mount, antenna, and installation for the Sewer Department. Total purchase price will be \$895.86. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #513-2023** brought by Dave Woods, seconded by Tom Cunningham to offer employment to Mike LaVallie as a Part-time Police Officer, at \$30.42 per hour, no benefits, effective 12/25/2023. Upon hire, Mike will receive 10 years of service credits in recognition of his previous service to the Town. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #514-2023** brought by Tom Cunningham, seconded by Joyce Cooper to appoint Sherry Veneto as Part-time Deputy Town Clerk with a stipend of \$2,000. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #515-2023** brought by Tom Thatcher, seconded by Tom Cunningham to publish the Annual filing of the Town's Finance Document with Office of the State Comptroller for fiscal year 2022. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

**Resolution #516-2023** brought by Mark Wright, seconded by Tom Thatcher authorizing the Supervisor to execute an agreement with the Ticonderoga Village/Town Joint Fire District for the purchase of Town fuel effective from the point of execution to December 31, 2024. **All in Favor**; Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**



**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

**Resolution #517-2023** brought by Tom Cunningham, seconded by Tom Thatcher authorizing the Supervisor to execute the 2024 Management Control Agreement between the Town of Ticonderoga and Essex County Emergency Services related to Ticonderoga Police Department systems interface with State networks. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #518-2023** brought by Dave Woods, seconded by Tom Thatcher to advertise for the following annual contracts: General Contracting, Property Clean-up, Plumber, Electrician, and HVAC. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #519-2023** brought by Joyce Cooper, seconded by Tom Thatcher to announce Free Dump Day as May 8, 2024, and to authorize extended Transfer Station operational hours to 6 pm that day. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #520-2023** brought Tom Thatcher, seconded Dave Woods authorizing the Supervisor to execute the Certificate of Amendment of the Certificate of Incorporation of Lord Howe Estates Housing Development Fund Corporation. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #521-2023** brought by Tom Cunningham, seconded by Joyce Cooper to schedule a public hearing for January 11, 2024, at 6:00 PM to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #522-2023** brought by Dave Woods, seconded by Tom Cunningham to accept the minutes of the November 9, 2023, Regular Town Board Meeting and November 30, 2023, Finance Meeting. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #523-2023** brought by Tom Thatcher, seconded by Joyce Cooper to Pay the Abstract #12-2023. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

<b>Board Meeting Date</b> <b>12/14/2023</b>				
Gross Payroll # 24	110,136.89			

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Amendment and the 2024 Chilson Vol. Fire Contract.**

Gross Payroll # 25	152,367.54			
Gross Payroll #		.		
<b>Trust &amp; Agency Total</b>	<b>\$262,504.43</b>			
<b>Pre-Pays:</b>	<b>\$0.00</b>			

<b>ABSTRACT # 12</b>	<b>12/14/2023</b>	<b>Cash Transfers</b>	<b>YTD Revenue</b>	<b>YTD Expenses</b>
General (A)	130,341.14	130,341.14	4,953,370.06	4,156,513.72
CD20 LaChute Trail Connector	-	-		
CD21 LISC Zombie		-	-	-
CM Library Trust Special		-	940.26	-
Highway (DA)	35,881.66	35,881.66	1,762,839.68	1,284,544.17
H17 - Ticonderoga Airport Improvements		-	-	-
H18 - Airport Pavement Management	54,503.95	54,503.95	108,539.76	899,613.35
H19 - Airport Apron Reconstruction / Taxiway Rehab	1,717.67	1,717.67	785,105.19	852,266.04
H20 - Airport Environmental Assessment	-	-	64,011.56	64,006.96
H36 - C/P Chilson Res. Replacement	-	-	41,719.83	612.50
H45 - C/P Equipment Purchase		-	-	-
H48 - FEMA Chilson Water Main		-	0.33	-
H49 - GIGP Daylight Streaming	-	-	-	-
H50 - C/P WQIP WWTP Disinfection	-	-	20.19	455.00
H51 - Res & Design French Sawmill	-	-	7.29	-
H53 - Clean Water Main Project	-	-	37.13	15,740.50

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023;  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

H54 - LaChute Signage Grant		-		-
H56 - Sewer Pollution Right to Know		-	4.21	-
H57 - Parking Lot Cannonball Path		-	1.07	-
H58 - WWTP HVAC Project		-	-	-
H59 - LCBP Storm Water Sewer Separation	-	-	68.49	-
H60 - Veterans RD Culvert/Bridge NY Project	-	-	120,184.19	30,499.83
H61 - Chilson/Eagle Lake Water Exploration	98.63	238.63	93,829.29	93,927.92
H62 - Lead Service Line Replacement Grant	-		291,126.25	70,903.62
H63 - Water Meter Project	-		-	-
H64 - WWTP Ventilation Project GIGP	140.00		-	980.00
H65 - 5052 WWTP Phosphorous removal EPG	-		20,312.92	35,312.81
H66 - NYS DEC EPG #104867	-		0.17	7,072.04
H67- Wet Weather Operating Plan	-	-	0.26	-
H68 - Black Point HVAC 5099	-	-	5,138.38	5,138.38
H69 - LaChute River Walk Trail Extension	8,860.00			8,860.00
PN - Permanent Fund Mt. Hope Cemetery			758.41	-
SF01- Ticonderoga Town/Village Joint Fire District	-		557,108.00	557,108.00
SF02 - Chilson Fire Protection District	-		96,415.00	96,415.00
Claymore Sewer District (SS01)	100.62		6,157.30	1,745.13
Park Ave Sewer District (SS02)	24.12		51,752.83	49,290.76
Alex Ave Sewer District (SS03)	41.44		35,748.03	35,340.51
Homelands Sewer Dist (SS04)	242.84		19,569.16	24,325.29

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

Central Sewer (SS05)	49,873.77	57,496.10	1,711,941.36	1,312,304.64
Commerce Park Sewer (SS06)	172.96		79,537.30	70,294.02
Delano Point Sewer (SS07)	228.33		25,840.77	20,214.99
Baldwin Road Sewer Dist (SS08)	445.42		45,514.70	45,678.94
Black Point Road Sewer (SS09)	4,782.28		274,285.20	309,625.69
Hague Road Sewer (SS10)	27.19		12,557.06	9,685.01
9N & 74 Sewer (SS11)	1,557.13		30,550.71	29,211.98
9N & 74 Water (SW01)	-		68,130.79	66,113.92
Street Road Water (SW02)	-		34,375.31	33,533.25
Alex Avenue I Water District (SW03)	-		27,957.18	26,880.00
Homelands Water District (SW04)	-		11,609.19	10,656.00
Alex Ave II Water District (SW05)	-		43,126.30	43,421.13
Central Water (SW06)	29,738.61	29,759.53	1,356,956.51	1,070,740.05
Park Ave Water Dist (SW07)	-		32,409.31	31,080.00
Shore Airport Water (SW09)	20.92		237,570.64	222,471.91
<b>Multi Account Total</b>	<b>318,798.68</b>	<b>309,938.68</b>	<b>13,007,127.57</b>	<b>11,592,583.06</b>
<b>Total Expenditures This Abstract</b>	<b>\$581,303.11</b>	<b>FALSE</b>		

**Resolution #524-2023** brought by Tom Cunningham, seconded by Dave Woods to accept the Supervisor's Report as submitted. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

## Supervisor's Report

12/14/2023

Account Title	GFNB	NYCLASS	GFNB ICS	Total
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**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

General	169,934.32	173,396.79	3,319,956.92	3,663,288.03
Airport	77,022.23			77,022.23
Highway	9,425.11	87,311.12	605,072.14	701,808.37
H17 - Airport				-
H36 - Master Drinking Water	100,095.30			100,095.30
Clean Water H49 H50 H53	160,874.34			160,874.34
H56 - Sewer Pollution Right to Know				-
H57 - Parking Lot Cannonball Path				-
H58 - WWTP - HVAC Planning Grant				-
H59 - LCBP NEIWPCC				-
H61 - Chilson Eagle Lake Project				-
<b>All other Capital Projects</b>	<b>1,011,851.51</b>			
SS01 - Claymore				-
SS02 - Park Ave				-
SS03 - Alex Ave				-
SS04 - Homelands				-
<b>SS05 &amp; All Districts</b>	<b>509,145.07</b>	<b>711,638.53</b>	<b>1,046,512.45</b>	<b>2,267,296.05</b>
<b>SW06 - Central Water All Districts</b>	<b>771,237.77</b>	<b>524,891.33</b>	<b>58,173.49</b>	<b>1,354,302.59</b>
C/R - Carillon Park		5,339.56		5,339.56
C/R - Liberty Monument		16,027.62		16,027.62
C/R - Unemployment		31,558.00		31,558.00
C/R - Police Equipment		77,298.34		77,298.34
C/R - Senior Bus		31,321.95		31,321.95
C/R - Frazier Bridge		6,887.73		6,887.73
C/R - Forfeiture		1,804.38		1,804.38

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

C/R - Building Improvement		344,512.28		344,512.28
C/R - General Sidewalk Improvement		310,051.66		
C/R - Building & Grounds Equipment		14,633.42		
C/R - Airport Development		205,823.91		
C/R - Highway Equipment		351,623.10		351,623.10
C/R - DA Sidewalk Repair		51,340.11		
C/R - Sewer Equipment + Infrastructure		48,574.49		48,574.49
C/R - Sewer Repair		104,680.87		104,680.87
C/R - Water Equipment + Infrastructure		237,523.82		237,523.82
C/R - Water Repair		86,867.88		86,867.88
0				-
Library Trust		34,152.00		34,152.00
Mount Hope Cemetery		27,458.51		27,458.51
				9,983,413.19
Total	3,062,677.40	3,484,717.40	5,029,719.00	11,577,113.80

**DISCUSSION:** PRIDE to seek grant for one or more municipal projects.

As we all know, this building and the skating rink projects were never pushed forward with the DRI; PRIDE has brought it to our attention that there may be a DEC grant that could pay for some things in this building, such as cleaning, cupola work and another project at the skating rink such as an enclosure or a possible chiller. They are not large amounts, but we are looking to see what we can do with whatever we can get.

**DISCUSSION:** Deed transfer of 130 The Portage to the Essex County Land Bank.

This board agreed to transfer this property to the Essex County Land Bank and we are now at this point where we can finish the process and actually transfer the deed. Mr. Fuller will work on this.

**DISCUSSION:** Former RR Property at Defiance Street and The Portage.

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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There are and have been many questions regarding this property. A bit of history was discussed; the railroad bed was originally purchased to be a storm water runoff project, then it was discussed to be a trial system. There was a time when the Town was to get contracts with all the interested homeowners looking to utilize the bed. We need to make some decisions on this property Sell?/Keep?/Maintain?/Abandon including the Free parking/totally block it off. This area that the Town owns is right up to the Queens Treasurers Building. This may take a public meeting to hear interested properties. Further discussion will be held.

Town Clerk, Tonya Thompson

If there is anyone contemplating changing meeting dates or times heading into next year, PLEASE let the Town Clerk know so she has the most accurate information to complete the schedules.

Supervisor Wright also would like to announce that we have been awarded a WIIA grant for 7.7 million dollars. This is for wastewater control plant upgrades. We will have about half of the money for a 30 million dollar project so far.

Mr. Fuller stated that we should thank the Governor and thank DEC.

**Resolution #525-2023** brought by Tom Cunningham, seconded by Dave Woods to accept the WIIA grant for the amount of \$7,743,293.00. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed** – none. **Carried.**

Mr. Fuller added that this Town really deserves a lot of credit. This board and your Water/Sewer Department along with AES and the Community development at the county. This is a pretty significant win. Your total financing offer from EFC and DEC right now is about 29 million dollars out of a 30 million dollar project. We will figure out how to drive this down further, but this is really a testament to projects that you have undertaken and completed. It is a big sign of faith by the state in Ticonderoga and how you conduct your business.

Supervisor Wright also wanted to make the board aware of an invoice that was received from Reale for unsolicited work at Fox & Fern. There are columns on the front of that building and the cement at the base of them was damaged by the sidewalk replacement project. The Town was contacted by Reale's regarding fixing it and we said we would get to it, but eventually they decided to take it upon themselves to fix it themselves and sent us an invoice. He has spoken to Councilman Woods and Highway Superintendent Barnao and no representative of the Town ever instructed them to do any work, they were not under contract to do that work, there was no solicitation to do that work and we cannot pay that bill. He does have a letter that he has drafted up basically stating this.

Public Comment

No public Comment

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

**Resolution #526-2023** brought by Tom Thatcher, second by Dave Woods to exit the Regular Town Board meeting and enter into an Executive Session at 7:19 p.m. inviting Councilman Elect Heath Towne to attend for a personnel issue. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

**Resolution #527-2023** brought by Tom Cunningham, seconded by Tom Thatcher to exit the Executive Session and re-enter the Regular Town Board meeting at 7:46 p.m. with no decisions being made. **All in Favor;** Mark Wright – Aye, Dave Woods – Aye, Joyce Cooper – Aye, Tom Thatcher – Aye, Tom Cunningham – Aye. **Opposed – none. Carried.**

Meeting adjourned at 7:46 p.m.

Respectfully submitted, Tonya M. Thompson, Town Clerk.

Town of Ticonderoga  
Board Meeting Agenda (Thursday, December 14, 2023; 6:00 p.m.)

## **Pledge to the Flag**

## **Opening Remarks**

## **Presentations**

## **Public Hearings**

- Public Hearing # 1: 2023 Zoning Map Amendment.

**RESOLUTION** adopting proposed Local Law of 2023 Amending the Town of Ticonderoga Zoning Map and stating the adoption of the same shall be in the best interests of the Town of Ticonderoga.

- Public Hearing #2: Chilson Volunteer Fire Dept. Annual Contract for 2024.

**RESOLUTION** authorizing an agreement between the Town of Ticonderoga and the Chilson Volunteer Fire Company, Inc. for fire protection services for the period January 1, 2024, through December 31, 2024.

## **Committee reports**

Airport TT

Building Grounds Parks Rec Library JC/DW



**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023, commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary Amendment and the 2024 Chilson Vol. Fire Contract.**

**RESOLUTION** authorizing the purchase of new fencing for the Little League Field from Tri-County Fence Co.

**RESOLUTION** authorizing the creation of a purchase order to Tri-County Fence Co. for purchase and installation of new fencing for the Little League Field. Total purchase price will be \$16,500.00, provided the Town digs the holes.

**Economic Development MW**

**RESOLUTION** reappointing the following individuals to the Ti-Alliance Board of Directors beginning January 1, 2024, for a term of three years: Scott Hearburg, Pat Ida, Peter Reale, Nancy Archer, and Lance Clark.

**RESOLUTION** authorizing the Supervisor to issue a letter to New York State expressing the Town of Ticonderoga's interest in participating in the Pro-Housing Communities Program.

**Highway / Transfer Station DW**

**RESOLUTION** authorizing the Supervisor to execute the annual Highway Work Permit with the NYS Dept of Transportation.

**RESOLUTION** authorizing the Supervisor to execute the Municipal Snow and Ice Agreement Supplemental Agreement for Contract #D014775.

**Municipal Facility Evaluation TC**

**RESOLUTION** to no longer consider a lease proposal from Upstate Professional Management for the property at 105 Race Track Road in Ticonderoga due to the rationale cited by the Committee and further resolve to not act upon the Baker Tilley proposal to evaluate the Lease vs purchase but request a new proposal to examine the best way to finance a new build.

**Public Safety DW**

**Public Works MW**

**RESOLUTION** authorizing the purchase of a Transient Logger, with included accessory kit and subscription, from Fluid Conservation Systems.

**RESOLUTION** authorizing the creation of a purchase order to Fluid Conservation Systems for Transient Logger, with included accessory kit and subscription. Total purchase price will be \$6,988.60.

**RESOLUTION** authorizing the Supervisor to execute AES Letter of Authorization No. 2023-005, AES Project #5050, Ticonderoga 2023 Combine Sewer Overflows Annual Report at total estimated not to exceed fee of \$2,000.00, plus Reimbursable Expenses.

**Human Services - Youth JC**

**Human Services - Seniors TC**

**Health Insurance MW**

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

Contract Negotiations MW

I.T. / Cable T.V. MW

**Resolutions**

**RESOLUTION** authorizing the creation of new account:

- A.1440.499                      Engineer Regan Development Escrow
- A.2210.001                      General Services, Escrow Regan Dev.

To recognize revenue and expend Escrow funds for Regan Development Project.

**RESOLUTION** authorizing the following budget transfers:

- |              |  |              |
|--------------|--|--------------|
| ○ A.1989.400 | Contingency                            | (\$3,896.29) |
| ○ A.1650.453 | Central Communications Internet        | \$39.57      |
| ○ A.1650.455 | Central Communications General Website | \$110.00     |
| ○ A.1660.411 | Central Storeroom General Supplies     | \$302.93     |
| ○ A.3120.412 | Police & Constable Copier Supplies     | \$228.79     |
| ○ A.3620.415 | Safety Inspection Software             | \$3,215.00   |

Funding increased costs from Contingency (Balance after transfer \$14,187.65).

- |                 |  |              |
|-----------------|--|--------------|
| ○ SS05.1989.400 | Contingency                                | (\$1,583.10) |
| ○ SS08.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$278.92     |
| ○ SS11.8130.410 | Sewage Treatment & Disposal Cont. Electric | \$166.17     |
| ○ SS11.8130.405 | Sewage Treatment & Disposal Contractual    | \$1,138.01   |

Funding increased costs from Contingency (Balance after transfer \$3,145.68).

- |                 |                                      |              |
|-----------------|--------------------------------------|--------------|
| ○ SW06.1989.400 | Contingency                          | (\$3,520.54) |
| ○ SW06.8340.192 | Transmission & Dist. Longevity Bonus | \$250.00     |
| ○ SW06.8340.195 | Transmission & Dist. Pager Pay       | \$1,680.00   |
| ○ SW06.8320.479 | Water Filtration Plant               | \$1,590.54   |

Funding increased costs from Contingency (Balance after transfer \$8,520.66).

- |              |   |              |
|--------------|---|--------------|
| ○ A.2350.003 | Youth Services Jerseys                  | (\$1,680.00) |
| ○ A.7310.461 | Youth Program General Supplies          | \$1,680.00   |
| ○ A.2350.004 | Youth Services Ski Program              | (\$6,114.00) |
| ○ A.7310.470 | Youth Program Gore Mountain Ski Program | \$6,114.00   |

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
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Amendment and the 2024 Chilson Vol. Fire Contract.**

**Transfer Youth Services monies received to the expense lines for jerseys and ski program.**

- |              |                                     |              |
|--------------|-------------------------------------|--------------|
| ○ A.2210.001 | General Services, Escrow Regan Dev. | (\$1,197.00) |
| ○ A.1440.499 | Engineer Regan Development Escrow   | \$1,197.00   |

**Transfer Escrow revenue received to the appropriate expense line.**

- |              |   |              |
|--------------|---|--------------|
| ○ A.1110.861 | Justices General Employee Benefits            | (\$1,192.30) |
| ○ A.1110.191 | Justices Overtime                             | \$1,192.30   |
| ○ A.1220.495 | Supervisor HR Labor Consulting                | (\$716.07)   |
| ○ A.1220.810 | Supervisor Town Board Employee Benefits       | \$716.07     |
| ○ A.1355.494 | Assessor ORPTS DP                             | (\$204.79)   |
| ○ A.1355.810 | Assessor Employee Benefits                    | \$204.79     |
| ○ A.3620.498 | Safety Inspection Property Remediation        | (\$616.17)   |
| ○ A.3620.810 | Safety Inspection NYS Retirement              | \$616.17     |
| ○ A.5010.477 | Supt. Highway Education & Training            | (\$137.10)   |
| ○ A.5010.810 | Supt. Highway NYS Employee Retirement         | \$137.10     |
| ○ A.6772.111 | Programs for the Aging Drivers PT Aggregate   | (\$1,304.73) |
| ○ A.6772.463 | Programs for the Aging Repair & Maintenance   | \$819.18     |
| ○ A.6772.464 | Programs for the Aging Motor Fuel             | \$485.55     |
| ○ A.7410.121 | Library Aide                                  | (\$979.06)   |
| ○ A.7410.810 | Library NYS Employee Retirement               | \$979.06     |
| ○ A.8510.191 | Community Beautification Overtime             | (\$577.23)   |
| ○ A.8510.463 | Community Beautification Repair & Maintenance | \$41.32      |
| ○ A.8510.464 | Community Beautification Motor Fuel           | \$187.68     |
| ○ A.8810.463 | Cemeteries Repair & Maintenance               | \$19.77      |
| ○ A.8810.464 | Cemeteries Repair & Motor Fuel                | \$80.44      |
| ○ A.8810.810 | Cemeteries NYS Retirement                     | \$248.02     |

**Transfer funds to cover increased and additional costs.**

- |                |                                      |               |
|----------------|--------------------------------------|---------------|
| ○ DA.5110.466  | General Highway Road Materials       | (\$11,498.65) |
| ○ DA.5130.463  | Highway Vehicle Repair & Maintenance | \$11,498.65   |
| ○ DA.5130.442  | Machinery Highway Equipment Rental   | (\$2,985.06)  |
| ○ DA. 5142.810 | Snow Removal NYS Retirement          | \$2,985.06    |

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023,  
commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary  
Amendment and the 2024 Chilson Vol. Fire Contract.**

**Transfer funds to cover increased and additional costs.**

**RESOLUTION** authorizing the following budget adjustments:

○ A.5132.464	Garage Dyes Diesel & Gasoline	\$7,568.04
○ A.5182.499	Street Lighting	\$11,014.75
○ A.1620.421	Buildings Electric	\$2,884.99
○ A.1620.461	Buildings General Cleaning Supplies	\$329.95
○ A.1310.861	Finance General Employee Benefits	\$2,185.79
○ A.1410.810	Town Clerk NYS Retirement	\$1,603.00
○ A.1420.491	General Town Attorney	\$962.50
○ A.1680.494	Central Data Processing IT	\$2,139.76
○ A.5610.464	Airport AV Fuel & Filters	\$12,824.74

**Funding accounts by General Fund Balance for increased & additional costs.**

○ SS05.8130.421	Sewage Treatment & Disposal Sewer Electric	\$12,755.70
○ SS05.8130.194	Sewage Treatment & Disposal Incentive	\$500.00
○ SS05.8130.195	Sewage Treatment & Disposal Pager Pay	\$1,680.00

**Funding account by Sewer Fund Balances to cover increased costs.**

○ SW06.8320.421	Source of Supply Power & Pumping Water Electric	\$9,123.09
○ SW06.8320.465	Source of Supply Power & Pump Chemicals & Addit	\$4,319.20
○ SW06.8340.810	Transmission & Dist. NYS Retirement	\$3,603.30

**Funding account by Water Fund Balances to cover increased costs.**

**RESOLUTION** authorizing the following Inter-Fund Transfer:

○ A.9950.900	General Inter-fund Transfer	(\$98.63)
○ H61.5031	Chilson / Eagle Lake	\$98.63

**Transfer funds from General to Eagle Lake Water Project.**

**RESOLUTION** authorizing the following Inter-Fund Loans:

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023, commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary Amendment and the 2024 Chilson Vol. Fire Contract.**

○ A.0391 General Due From Other Funds (\$54,503.95)

○ H18.0630 Airport Pavement Management Due To Other Funds \$54,503.95

Transfer funds from General to Airport Pavement project until funding is received.

○ A.0391 General Due From Other Funds (\$1,717.67)

○ H19.0630 Airport Apron Project Due To Other Funds \$1,717.67

Transfer funds from General to Airport Apron project until funding is received.

○ A.0391 General Due From Other Funds (\$140.00)

○ H64.0630 WWTP Ventilation/Phosphorous/Collection \$140.00

Transfer funds from General to WWTP Ventilation/Phosphorous/Collection project until funding is received.

○ A.0391 General Due From Other Funds (\$8,860.00)

○ H69.0630 LaChute River Walk Trail Extension \$8,860.00

Transfer funds from General to LaChute River Walk project until funding is received.

**RESOLUTION** of thanks to Tom Cunningham for his support to the Town of Ticonderoga as a member of the Ticonderoga Town Board. The Town appreciates your expertise, dedication and sacrifice that contributed to making a better Ticonderoga. The Town of Ticonderoga thanks you and appreciates you stepping up to make a difference.

**RESOLUTION** authorizing the Town of Ticonderoga to enter into an agreement with the State of New York for financial assistance for the Ticonderoga Municipal Airport Runway 2-20 Rehabilitation – Construction project (FAA AIP Project No. 3-36-0196-032-2023) and authorizing the Supervisor to execute all necessary documents on behalf of the Town of Ticonderoga with NYS in connection with the project.

**RESOLUTION** authorizing the purchase of a 2-way radio, including mount, antenna, and installation, from Adirondack 2-Way Radio.

**RESOLUTION** authorizing the creation of a purchase order to Adirondack 2-Way Radio for 2-way radio, including mount, antenna, and installation. Total purchase price will be \$895.86.

**RESOLUTION** to offer employment to Mike LaVallie as a Part-time Police Officer, at \$30.42 per hour, no benefits, effective 12/25/2023. Upon hire, Mike will receive 10 years of service credits in recognition of his previous service to the Town.

**RESOLUTION** to appoint Sherry Veneto as Part-time Deputy Town Clerk with a stipend of \$2,000.

**Minutes for the Ticonderoga Regular Town Board Meeting held on December 14, 2023, commencing at 6:00 p.m. with Public Hearings regarding a LL for Zoning Boundary Amendment and the 2024 Chilson Vol. Fire Contract.**

**RESOLUTION** to publish the Annual filing of the Town's Finance Document with Office of the State Comptroller for fiscal year 2022.

**RESOLUTION** authorizing the Supervisor to execute an agreement with the Ticonderoga Village/Town Joint Fire District for the purchase of Town fuel effective from the point of execution to December 31, 2024.

**RESOLUTION** authorizing the Supervisor to execute the 2024 Management Control Agreement between the Town of Ticonderoga and Essex County Emergency Services related to Ticonderoga Police Department systems interface with State networks.

**RESOLUTION** to advertise for the following annual contracts: General Contracting, Property Clean-up, Plumber, Electrician, and HVAC.

**RESOLUTION** to announce Free Dump Day as May 8, 2024, and to authorize extended Transfer Station operational hours to 6 pm that day.

**RESOLUTION** authorizing the Supervisor to execute the Certificate of Amendment of the Certificate of Incorporation of Lord Howe Estates Housing Development Fund Corporation.

**RESOLUTION** to schedule a public hearing for January 11, 2024, at 6:00 PM to discuss the possible submission of one or more Community Development Block Grant (CDBG) applications.

**RESOLUTION** to accept the minutes of the November 9, 2023, Regular Town Board Meeting and November 30, 2023, Finance Meeting.

**RESOLUTION** to Pay the Abstract.

**RESOLUTION** to accept the Supervisor's Report as submitted.

**DISCUSSION:** PRIDE to seek grant for one or more municipal projects.

**DISCUSSION:** Deed transfer of 130 The Portage to the Essex County Land Bank.

**DISCUSSION:** Former RR Property at Defiance Street and The Portage.

Town Clerk, Tonya Thompson

Attorney, Matt Fuller

**Public Comment**

**RESOLUTION** to enter executive session to discuss a personnel issue.

Adjourn the Town Board Meeting